



**COACHING
PACKAGE
WOMEN'S
FIELD**



Women's Provincial Championships



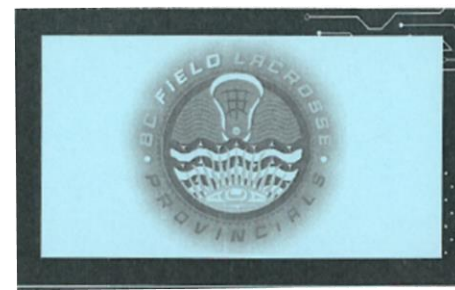
**Head
Coach**



**Assistant
Coach**



Manager



Trainer

***Managers/Trainer – can not be directly on the bench with the players.
They are requested to be positioned on the opposite side of the field.
Not allowed to coach from the bench***

**All Bench Personnel must wear their nametags during the games.
Anyone without a nametag will be removed from bench area.**



**2023-2024 BCLA WOMEN'S FIELD LACROSSE U13, U15 and U17
PROVINCIAL CHAMPIONSHIPS**

February 22-25, 2024

Burnaby Lake West (3677 Kensington Ave, Burnaby)

Burnaby Field Lacrosse Club is proud to be hosting the
**2023-2024 BCLA Women's Field Lacrosse
U13, U15 Tier 1 & 2 and U17 Provincial Championships**

Please read this letter carefully as it includes important information you need to know before the provincials begin.

THURSDAY, FEBRUARY 22, 2024

MANDATORY COACHES MEETING - 7:00 PM

Location: Burnaby Lake West, Meeting Room #2, 3677 Kensington Ave.

Team Confirmation: Done at the coaches meeting to avoid delay at game time.
This includes call-ups.

Please only 1 coach and 1 manager per team as space is limited.

Any call-up player being used in the tournament has to have played the required three (3) qualifying games, proof of playing will be confirmed with *original official score sheets, either the pink or the yellow copy* (scans, photos, and/or photocopies will not be accepted).

TEAM VOLUNTEERS

Each participating team must provide the following volunteers per round robin game: **HOME team to provide 1 timekeeper and AWAY team to provide 1 scorekeeper.** *Neutral score and time keepers will be provided for medal games.*

Each team should also appoint a responsible person for selecting game MVPs for round robin games. That person will select 3 players from the opposing team for each game. Players are only eligible for one award during the round robin portion of the tournament. *Neutral bench officials will select the medal game MVPs.*

Please have a team official report to the tournament office (Meeting Room #2 at Burnaby Lake West) thirty minutes prior to game time to pick up your score sheet and MVP awards sheet. Both of these will be returned to the tournament office by the officials immediately following the game.

GOGGLES

Approved goggles are **MANDATORY** for all players participating in the tournament. This requirement will be strictly enforced.

SUSPENSION GUIDELINES

Please read the attached Field Directorate Suspension. Any questions regarding the suspension guidelines should be referred to the Official in Chief (OIC).



VENUE

Players and team officials are requested to abide by venue rules at Burnaby Lake West. Players should be supervised in and around the facility, including change rooms.

NO LACROSSE BALLS are to be thrown or tossed against walls in or around the buildings at the venue. Balls and sticks will be confiscated by facility staff if this rule is violated.

Washrooms and change rooms are in the Facilities Building at Burnaby Lake West.

CONTACTS

Jackie White

Provincial Host Convener

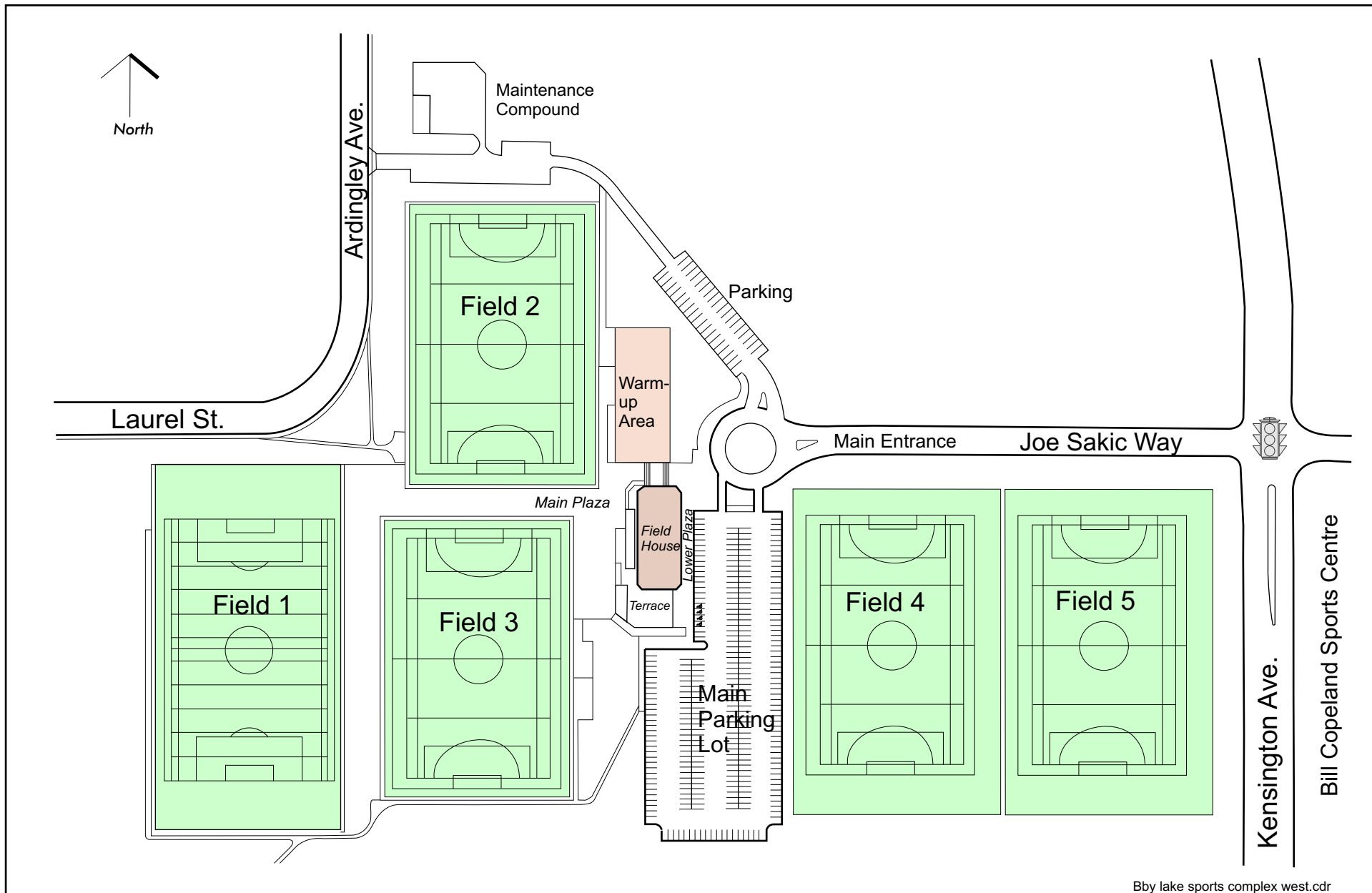
Phone: 604-880-6502

E-Mail: presidentbflc@gmail.com

BC Lacrosse Association Office

Phone: 604-421-9755 Ext. 2

E-Mail: debheard@bclacrosse.com



Bby lake sports complex west.cdr



2023-2024

WOMEN'S PROVINCIAL CHAMPIONSHIP TOURNAMENT DIRECTIVE

For U13, U15, U17 and U19 Divisions – Tiers 1 and 2 (*where applicable*)

1. JOB DESCRIPTIONS

a) PROVINCIAL CHAMPIONSHIP DIRECTOR

A member of the Field Directorate who governs all Provincials for Women's Divisions. Contacts Commissioners to ensure full participation at all levels.

b) CONVENORS

Appointed by the Provincial Championship Director to oversee Championship Tournament. Appoints Co-ordinators to ensure a successful Provincial. Works with the Provincial Championship Director.

2. DECLARATION FORMS (*BCLA Operating Policy 44.10*)

Each team wishing to participate in Provincial Championship Tournament will be required to fill out a declaration form and submit it to the BCLA office by the specified deadline appearing on the declaration form. This form is considered to be a commitment for participation and must be accompanied by a cheque for \$100.00 - made payable to the BCLA (Please note on the back of the cheque - *for Provincial Field Championships*).

Any team withdrawing after submitting a declaration is subject to penalties under FD policy 44.10.

3. ABUSE AND OFFENSIVE CONDUCT

Verbal abuse, discrimination of any type, among/between players, coaches, and officials will result in the following disciplinary action:

- First offence: Expulsion from tournament. This overrules the 5 games stipulated in suspension guidelines.

All other discipline as per 2023-2024 Women's Field Disciplinary Guidelines

4. PLAYER ELIGIBILITY (*BCLA Operating Policy 44.09*)

If games are missed due to injury, a doctor's note must be submitted to the commissioner and then forwarded to the Field Directorate's Vice chairwoman's. The note must state the nature of injury, when the injury was sustained, and when the player is cleared to resume playing in games. Exceptions will be reviewed by the Field Directorate.

PLEASE NOTE: In the case of development areas in BC (i.e., Zones 1,7,8), the exception to this rule will apply to facilitate growth in underdeveloped field lacrosse areas of the province.

- 5.** The BCLA will supply team lists to the Convenors. Players not on the lists must have qualified by playing up an age group or calibre for a minimum of four (4) league, sanctioned tournament games, or playoff games, or combination of, during the current year with that team.



6. EXHIBITION GAMES DO NOT COUNT TOWARD ELIGIBILITY.

a) Eligibility must be verified by score sheets and all the information must be available at the mandatory Coaches Meeting.

b) Women players can only participate in **one (1)** Women's Provincial Championship Tournament and must have played a minimum of four games scheduled league games with that team, excluding players playing up either in calibre (Tier) or one age division. Exceptions will be reviewed by the Field Directorate.

PLEASE NOTE: *In the case of development areas in BC (i.e., Zones 1, 7, 8), the exception to this rule will apply to facilitate growth in underdeveloped field lacrosse areas of the province.*

c) No player may play in more than 2 regulation length games or 3 mini games per calendar day.

d) For any qualified call up players, proof of play on at least four (4) game sheets must be presented to the playoff director, following the coaches meeting at the Provincials.

e) Attendance is mandatory at the Provincial Championship Tournament coaches meeting. Each team must be represented by a coach or other team representative. The representative must be able to verify the roster and take responsibility to convey all information presented at the meeting to relevant team personnel.

A copy of the original team registration form will be used to verify the declared team roster at the coaches meeting.

7. TEAM PERSONNEL

a) For each team competing in Provincial Championship Tournament, any coach on the side lines must have the following applicable minimum certification prior to the current season's Women's Provincial Field Lacrosse Championship Tournament as follows:

- U13 - Field Lacrosse Community Development (Field Lacrosse Level 1 old NCCP)
- U15 - Field Lacrosse Community Development (Field Lacrosse Level 1 old NCCP)
- U17 - Field Lacrosse Community Development (Field Lacrosse Level 1 old NCCP)
- U19 - Field Lacrosse Community Development (Field Lacrosse Level 1 old NCCP)

b) Team Personnel – Certified coaches, certified assistant coaches, manager(s), and certified trainer. Certified coaches, certified assistant coaches, and a certified trainer are permitted in the team bench area during a game though **ONLY** certified coaches and certified assistant coaches may be in the coaches walk. Each team may have a certified trainer present for each of their games during a Provincial Championship Tournament. Proof of certification must be presented at the Coaches meeting prior to the team's first game.

To be a certified trainer, the person must have proof of the appropriate certification as defined as one of the following:

- 1) Any St. John Ambulance Emergency First Aid Course of 8 hours or more
- 2) Canadian Red Cross Standard First Aid & Basic Rescuer CPR Course



- 3) Canadian Red Cross Sport First Aid Course
- 4) Any CAHA Hockey Trainer's Certification Program
- 5) A professional designation (i.e., Medical Doctor, Registered Nurse, Physiotherapist, Police Officer, Firefighter)

c) Changes to Certified Coaches/Trainers and/or Manager must be done two (2) weeks prior to the Provincial Championship Tournament. Exceptions will be reviewed by the Field Directorate.

d) Each team can declare a roster of up to twenty (20) players. Exceptions for rosters in excess of 20 players require approval in writing from the Field Directorate.

e) All exceptions and requests for changes are subject to approval by Provincial Championship Tournament Committee comprised of the Field Directorate Representative, Convenor, Co-ordinators, and appointees of the Field Directorate.

f) Age restrictions are as follows:

- U13 – 2011 and 2012
- U15 – 2009 and 2010
- U17 – 2007 and 2008
- U19 – 2005 and 2006

g) Any team found to be playing an ineligible player or ineligible players will be expelled from the Tournament and subject to the Team Default fine.

h) All players on the same team must wear uniform shorts of the same dominant team colour. Those players on the team who wear sweatpants must wear the same colour sweatpants. Home team must be prepared with numbered alternate jerseys in case of a colour conflict. This will be at the discretion of the officials.

i) The colour of the game ball will be solid yellow.

8. OVERAGE PLAYERS

Any overaged players being permitted to play down an age group in regular League play by the Vice Chair – Women's Field will be eligible for Provincial Round Robin playdowns or Provincial Championship Tournament.

9. RULES

All play will be as per the 2022-2024 World Lacrosse Women's International Official Playing Rules (*December 2022*) except for duration of games, which may be varied in advance by the Tournament Director, Convenor or Co-ordinators based on field availability and time restrictions. Lacrosse Canada, BCLA rules and policy will also be adhered to.

10. TEAM ELIGIBILITY

All Women's Teams playing in a recognized league in BC will be eligible to participate in a Provincial Championship Tournament.



Only one team from a developing area may participate if all spots are allotted. If more than one team declares from a developing area, then a playdown occurs to fill the allotted spot. If this is not feasible, then the Field Directorate will determine which team will be allotted the spot.

11. TOURNAMENT FORMAT

The format for each division will be determined by the Provincial Championship Tournament Director and communicated in writing to each team in advance of the tournament unless advised in writing otherwise and subjected to team defaults/expulsions leading to a need for a revised format. Guidelines are as follows:

- a) A win shall be awarded three (3) points; a tie will be awarded one (1) point. The standings in the Round Robin portion of the tournament will be determined by the number of points. Where ties occur in the point standings after the round robin, see Tie Breaker Rule.
- b) For single division Round Robin format, the two teams with the highest point totals (1st & 2nd place teams) will advance to the Gold Medal game and the next two highest (3rd & 4th place teams) will advance to the Bronze Medal game.
- c) For two pool Round Robin format (8 teams), the two teams with the most points in each pool will advance to the crossover games (i.e., Pool "A" team #1 versus Pool "B" team #2; Pool "A" team #2 versus Pool "B" team #1). The winners of the crossover games advance to the Gold Medal game. The losers of the crossover games play the Bronze Medal game.
- d) For 6 teams, a cross-pool format will be played, consisting of two pools of 3. The teams will be ranked in order, 1st to 6th upon completion of the round robin games based on points; 1st will play 4th and 2nd will play 3rd. If teams are tied in points, the tie breaker rule will be applied. Winners of the cross over games will advance to the Gold Medal game and the losers of the crossover games will play in the Bronze Medal game.

12. TIE BREAKER RULE - FULL ROUND ROBIN

In the event of a tie in points in BCLA sanctioned tournaments, play downs or Provincials; final standings shall be determined as follows:

TWO TEAMS TIED

- a) the winner of game, or games between the two teams advances.
- b) The team with the fewest goals AGAINST will advance.
- c) if the two teams are still tied, the Goal Differential Formula will be used to break the tie. All goals scored during the competition shall be used in the goal differential computation.
- d) If a tie still exists, the team with the least penalties in minutes in all Round Robin games played shall be declared the winner. In the case where the teams have not played the same number of games,

the lowest average of the penalties in minutes in all Round Robin games shall be used to declare the winner.

- e) If a tie still exists, then a coin toss will decide the winner.



THREE TEAMS TIED

- a) the team(s) that won the greater number of points in games, during the competition, between the team(s) tied shall be declared the winner of the higher position (Head-to-Head-to-Head)
- b) the team with the fewest goals AGAINST will advance.
- c) If a tie still exists, the Goal Differential Formula will be used to break the tie. Only goals scored in the games between the tied teams during the competition shall be used in the goal average computation.
- d) If a tie still exists, the team with the least penalties in minutes in all Round Robin games played shall be declared the winner. In the case where the teams have not played the same number of games, the lowest average of the penalties in minutes in all Round Robin games shall be used to declare the winner.
- e) If a tie still exists, the Goal Differential Formula will be used to break the tie. All goals scored in all games during the competition shall be used in the goal average computation.

GOAL AVERAGE FORMULA

(Goals For *minus* Goals Against)
divided by TOTAL Goals

In the formula, the scores of all the games in the Round Robin of the **TIED** teams are used. The maximum difference in scores allowed per team will be 12, which is achieved by reducing “Goals for”. Actual scores are used except those matches where the goal difference exceeds 12. In these cases, the goal difference is reduced to 12.

For example, a score of 15 – 1 will be reduced to 13 – 1 before using the goal formula.

13. OVERTIME PROCEDURES:

As per the overtime procedures, Rule 12: Duration of Play, World Lacrosse 2022-2024 WOMEN’S FIELD LACROSSE OFFICIAL PLAYING RULES *Version 1.1 // December 2022*

14. PENALTY DEMERIT SYSTEM:

2023-2024 BCLA Field Directorate Disciplinary Guidelines Women’s Field Lacrosse

During Provincial Championship Tournaments, all players will have a 6-point threshold*

Any player, who has hit 8 points in any part of the regular season, will start with 2 points and will only have a 4- point threshold.

2022-2024 WOMEN’S FIELD LACROSSE OFFICIAL PLAYING RULES

1. For WL Tournaments, a penalty point system will be in place for players receiving warning cards for personal fouls and to deter unsportsmanlike or dangerous conduct by players:
 - Yellow card suspension = 2 penalty points
 - Yellow/red card suspension = 4 penalty points
 - Red card suspension = 6* penalty points
2. When a player has accrued 6* penalty points, she will be suspended from the next match of the championship/tournament



3. Penalty points are cumulative. Once a player sits out one match, she will sit out a second match if she accrues an additional 6* points.

4. It is the responsibility of the Technical Delegate or Competitions Chair (Convenor, Official- In-Charge, or a designate) to advise the Team manager or Coach when a player has accrued 6* points.

*Players will not be eligible to receive a Fair Play award if 6 penalty demerit points are accrued

15. EQUIPMENT

As per World Lacrosse Official Rules of Women's Field Lacrosse:

All participants (goalies and players) playing in the BCLA women's field lacrosse Provincial championship tournament must play with World Lacrosse approved crosses so long as they comply with the game official's stick check at time of play.

All players must wear goggles.

16. GAME OFFICIALS

a) Game Officials will be chosen by the BCLOG Vice Chair of Women's Field firstly from the ranks of all certified field officials, and (if necessary), secondly from the next best experienced officials available.

b) Official-in-Chief will be assigned by the BCLOG Vice Chair – Field Lacrosse.

c) Bench officials for Medal Games will be appointed by the co-ordinator, subject always to the approval of the Provincial Championship Tournament Director.

d) Each team will be required to provide one qualified bench official for each round robin game played.

NOTE: To all participating teams - if you have qualified bench officials travelling with your team, please make the Co-ordinator aware of these people as he/she may need help during the tournament.

e) Official Fees - Paid by the Field Directorate (BCLA as per Hosting Agreement). All games in the Women's Divisions will have:

- **Round Robin** – 2 on-field Officials per game
- **Crossover and Medal Games** – will 3 on-field Officials per game

Fees as set by the BC Lacrosse Officials Association (BCLOG).

All crossover and Medal Games: A Chief Bench Official may be added at \$20.00 per game fee.

17. AWARDS

- **Medals** - Gold, Silver and Bronze medals will be awarded.
- The U13, U15, U17 and U19 Champions will each receive B.C. Provincial Championship Tournament Medals.
- MVP for each Division will be chosen for the Provincials (*one per division/tier, if applicable*)
- Fair Play Award (*one per team participating*)



18. TEAMS DEFAULTING

Once a team has committed to attend a Provincial Championship Tournament (Provincial Declaration form turned into the BCLA), that team will be expected to show up and remain for all its scheduled games as well as the Award ceremonies (*if applicable*) for their age division. If a team withdraws from participating in the Provincial Championship Tournament after declaring, the parent club shall be subject to a \$1,500.00 fine per team that withdraws.

Additionally, if a team withdraws within 14 days prior to the start of the Provincial Championship Tournament, the parent club shall be subject to a \$3,000.00 fine per team that withdraws.

Should a team qualify for Provincial Championship Tournament and be unable to attend, the PROVINCIAL Championship Tournament CO-ORDINATOR is to be informed as soon as possible so the

Provincial Championship Tournament Director can fill the vacancy. Should a team default a game during the championship, it will not only be automatically eliminated from further play but subject to the aforementioned fine.

Should an emergency arise which necessitates a team leaving early, the Provincial Championship Tournament Director and Convenor shall be consulted.

19. BC LACROSSE ASSOCIATION FINANCIAL RESPONSIBILITIES

- Gold, Silver, and Bronze medals
- Participation Gifts, *if applicable*
- MVP per Division awards
- Field Lacrosse Player of the Tournament Award, *if applicable*
- Fair Player Award
- Official fees – including the medal rounds.
- Game balls
- Fields
- Ensure that qualified MEDICAL PERSONNEL are in attendance at all times.

20. SUPPLIED BY HOST CLUB

- Bench officials (impartial score & timekeepers) for Medal games.
- Any special awards, such as Most Sportsmanlike, Team All-Stars, etc.
- Convenor's office for tournament headquarters
- Meeting space for all bench officials and on-field Officials to be held at the same time as the coaches meeting, prior to the tournament. On-line meeting can be held prior to the tournament start if the Official-in-Charge deems it feasible.
- Any other items necessary for a smooth-running tournament
- Equipment



- Bench officials' tables and chairs for each field
- Field lacrosse nets for each field
- Field lining equipment, including a sufficient number of cones.
- Bench officials' equipment (stopwatches, scoresheets, pens, etc.)
- Tents, chairs, ice, and central location provided for medical personnel.

21. DUTIES OF THE HOST CLUB

- Ensure that facilities are adequate and safe.
- Ensure that qualified bench officials are available for Medal games.
- Ensure that a written report of the tournament is prepared and presented, along with the original copy of all game sheets.
- Co-ordinate all sponsorship, promotion, and advertising with the BCLA to avoid conflicts with existing sponsors, *if applicable*
- Submit all program information by deadline as imposed by the BCLA, *if applicable*
- A social activity involving all participants and families may be held (optional, but highly recommended)

22. WEATHER-RELATED CLOSURES/CANCELLATIONS

If the Round Robin portion of the Provincial Championship Tournament was not completed, then the tournament will be cancelled, and no medals will be awarded.

If the Round Robin portion of the Provincial Championship Tournament was completed, then the winner and/or outcome will be decided by the Provincial Championship Committee.

23. OTHER

- a) No photographers/videographers permitted on the field of play without the prior permission of the Provincial Championship Tournament Committee.
- b) No objects (chairs, tables, ladders, tents) are permitted on the field of play without the permission of the Provincial Championship Tournament Committee.



2023-2024

Field Directorate Disciplinary Guidelines

Women's Field Lacrosse

The included penalties are automatic suspensions.

“Automatic”:

- 1. If a player receives a penalty that carries an automatic suspension, the coach is to sit the player even if they have not been notified by the Commissioner of the suspension prior to their next game.**
- 2. If a coach receives a penalty that carries an automatic suspension, the coach is not to continue coaching in any game, even if they have not been notified by the Commissioner of the suspension prior to their next game.**

Revised September 22, 2022 (no changes in 2023)

BRITISH COLUMBIA LACROSSE ASSOCIATION

FIELD DIRECTORATE DISCIPLINARY RULES

THE FOLLOWING PENALTIES ARE AUTOMATIC SUSPENSIONS:

1. **RED CARD – DELIBERATE ATTEMPT TO INJURE**

- To deal with personal fouls (physical) that is excessive and beyond normal play.

1st Offence Minimum: three (3) games

2nd Offence Minimum: six (6) games

3rd Offence Minimum: one (1) year suspension from date of infraction

4th Offence Minimum: player forfeits eligibility in the BCLA Field Directorate

2. **RED CARD - ABUSE BY LANGUAGE OR GESTURE**

- May include but not limited to verbal abuse, racial or sexual statements to a player, coach, any person officially associated with a team, or a fan.

- To deal with behavior and actions that are non-physical

1st Offence Minimum: two (2) to five (5) games

2nd Offence Minimum: five (5) games to one (1) year from date of infraction

3rd Offence Minimum: one (1) year suspension from date of infraction to forfeit of eligibility in the BCLA Field Directorate

3. **RED CARD - ABUSE OF OFFICIALS**

- Abuse may be verbal or physical

- An official is defined as an umpire, timekeeper, scorekeeper, or any other designated officials.

- To deal with any inappropriate behavior toward any official

1st Offence Minimum: two (2) games to forfeit of eligibility in the BCLA Field Directorate

2nd Offence Minimum: five (5) games to forfeit of eligibility in the BCLA Field Directorate and a hearing with the BCLA Field Directorate.

3rd Offence Minimum one (1) year from date of infraction to forfeit of eligibility in the BCLA Field Directorate

4. **BANISHMENT**

- Where an umpire ejects player(s), coach(s), or team personnel from the field for that game where they feel that the infraction did not warrant anything more at that time
- Banishments are to be noted on the game sheet.

Any player, coach, or team personnel(s) who accumulates banishments in one season will be assessed as follows:

2 Banishments in one season will be assessed one (1) game suspension.

Subsequent Banishments:

3 Banishments will be assessed a two (2) game suspension^[SEP]

4 Banishments will be assessed a Suspension until a Disciplinary Hearing is held. ^[SEP]

5. DEFAULT OF GAMES

Immediate referral to local Field League for hearing.

6. COACH OR MANAGER PULLING TEAM FROM FIELD

Forfeiture of game and immediate referral to local Field League for hearing.

7. FIGHTING

The deliberate striking or attempting to strike an opponent, a non-playing member of the opponent's squad, a coach or anyone controlling the play of the game with the hand, cross, ball or otherwise by a player, substitute, a non-playing member of a squad, a coach or anyone officially connected with a team may be an expulsion foul.

- the third man into an altercation is automatically expelled from the game
- any person leaving the bench when the benches have been frozen may be expelled from the game
- to deal solely with the act of fighting
- one punch thrown, whether it lands on the intended recipient or not, or anyone else, constitutes a fight.

1st Offence Minimum: two (2) game suspension

2nd Offence Minimum: five (5) game suspension

3rd Offence Minimum: one (1) year suspension from date of infraction

4th Offence Minimum: forfeit of eligibility in the BCLA Field Directorate

8. FIGHTING OFF PLAYING SURFACE

If the fight occurs after the jurisdiction of the umpire has terminated, the matter will be referred to the local Field League for investigation and hearing.

9. LEAVING PLAYER OR PENALTY BENCH TO ENTER AN ALTERCATION

1st Offence - Five (5) Games

2nd Offence - One (1) Year from the date of offence

3rd Offence - Life (termination of eligibility in the Field Directorate)

10. UNDER THE INFLUENCE OF ALCOHOL OR DRUGS

Immediate suspension and an automatic referral for hearing by local Field League.

11. SPITTING AT OPPONENT/OFFICIAL, HEAD BUTTING, HAIR PULLING

1st Offence - Five (5) Games

2nd Offence - One (1) Year from date of offence

3rd Offence - Life (termination of eligibility in the Field Directorate)

12. YELLOW OR YELLOW/RED CARD

- Where an umpire ejects player(s), coach(es), or team personnel from the field for that game because they have hit their card limit for that game

CARD POINT SYSTEM

- Yellow Card - 2 points
- Yellow/Red Card - 4 points
- Red Card - 8 points

- All Players start with 0 points at the beginning of the season

- All cards will be tracked throughout the entire season including sanctioned tournaments, and the Provincial Women's Field Lacrosse Provincial Championship/Tournament.

Once a player has reached a total of 8 points for infractions other than points 1 (one) through 11 (eleven) in this document they will serve a minimum 1 (one) game suspension.

- After 1st suspension - points reset to 2 (6 point threshold)
- After 2nd suspension - points reset to 4 (4 point threshold)
- After 3rd suspension - points reset to 6 (2 point threshold)
- After 4th suspension - player is done for the season

Provincial Women's Field Lacrosse Provincial Championship/Tournament

- Players who have not hit 8 points in any part of the regular season will reset to 0 points (will not carry over points)
- During provincials all players will have a 6 point threshold
- Any player who has hit 8 points in any part of the regular season, will start with 2 points and will only have a 4 point threshold

13. Any team, which plays an ineligible player, will lose any points earned from the games in which the ineligible player played. The Coach will be suspended for two (2) games from the first offence and for the second offence, an automatic referral to the British Columbia Lacrosse Coaches Group for the appropriate disciplinary action.
14. Coaches and/or managers who receive a suspension will be reported to the BCLA Field Directorate for any suspension under five (5) games that can be imposed by a League Commissioner. Any action by a Coach or a Manager that is the opinion of the local commissioner or BCLA Directorate that warrants further disciplinary action, will be immediately referred to the chairperson of the British Columbia Lacrosse Coaches Group for his/her appropriate action.
15. A suspended player will be removed from all team games, regardless of age division (i.e., cannot play up while suspended) until he/she has served the suspension, this suspension may be served during BCLA sanctioned tournament and league games only. The suspended player **cannot participate in exhibition games** that occur during the suspended number of games. The suspended player **must not appear in the dressing room or on or near the player's bench**. The player will **not participate in any official duties**, i.e. - Timekeeping, Coaching, Score Keeping or Officiating (Umpire) at any level. The player will be allowed to practice only with his/her team.
16. **It is very important that each League Commissioner has all the facts and has done a thorough investigation prior to handing down a suspension.**
Depending upon the severity of the penalty, additional games may be imposed by the League Chairperson and/or the Field Directorate.

SUMMATION:

These penalties shall be cumulative throughout the entire career of a player in the BCLA Field Directorate and not restricted for one season, except for banishment. Thus, a player, after committing one offence, is deterred from repeating the offence instead of having a clean slate every year.

Any second offence requires the player to appear before the Field Directorate at the first meeting after the offence has taken place. This is to make the player more accountable for his/her actions.



Spectator Etiquette

How to respect the Game of Lacrosse

We want everyone to have a good experience at these Provincial Championships. This includes players, coaches, managers, officials, volunteers and spectators. To help us do this, here are a few reminders of how to keep it positive.

“DO’S” AT THE GAME:

- **CHEER** for good play on both ends of the field – be impartial! Cheer for your team and great plays on both ends of the field.
- If you don't understand something that you see in the field, ask someone knowledgeable - don't just yell.
- **RESPECT** the decisions of the official - this is a zero tolerance policy - **honour** the game
- Be a positive **ROLE MODEL** by displaying good sportsmanship at all times to coaches, officials, opponents, and your child's teammates
- **SUPPORT** your team manager if they require assistance or have suggestions
- Be **RESPONSIBLE** for the behavior of your own fans and educate when needed
- Sit back and enjoy the game. Remember lacrosse is played for **FUN!**

“DO NOTS” AT THE GAME

- Yell at the officials about anything. Nothing is going to change by you yelling other than the possibility of you being asked to leave the field area.
- Use any obscene language or gestures at any time towards the officials or players as you will be removed from the field area.
- Yell at another team's players or spectators - you will be removed from the field area.
- Disrespect the game or the volunteers hosting this event - you will be asked to leave

Your **coach and manager are responsible for your actions and behavior**; honour them by being respectful, so they can concentrate on your child and their team.

REMEMBER -- Lacrosse is for FUN!

We look forward to a competitive and exciting Provincial Championship and appreciate your commitment to making it memorable for everyone.

BRITISH COLUMBIA LACROSSE ASSOCIATION

1. CODE OF CONDUCT

1.01 All individuals affiliated with the BCLA shall:

- i) Attempt at all times to work toward the goals and objectives of the BCLA and the game of Lacrosse, and towards the betterment of its members.
- ii) Strive to heighten the image and dignity of the Association and the sport of Lacrosse as a whole, and to refrain from behavior which may discredit or embarrass the Association or the game.
- iii) Always be courteous and objective in dealings with other members.
- iv) Except when made through proper channels, refrain from unfavorable criticism of other members or representatives of the BCLA.
- v) Strive to achieve excellence in the sport while supporting the concepts of Fair Play and Drug-free sport.
- vi) Show respect for the cultural, social and political values of all participants in the sport.
- vii) As a guest in another province or foreign country, abide by the laws of the host jurisdiction and adhere to any social customs concerning conduct.

1.02 Conduct to Protect Children:

The safety, rights, and well-being of children is a priority of the BC Lacrosse Association (BCLA) and its membership. We nurture supportive relationships with children while balancing and encouraging appropriate boundaries. All staff, members and participants are expected to treat children with respect and dignity. They are to establish, respect and maintain appropriate boundaries with all children and families involved in activities and programs delivered by the BCLA and its members. All interactions and activities with children should be known to, and approved by, the member association and the parent/guardian of the child. For more information about Conduct to Protect Children - <https://www.protectchildren.ca/en/about-us/>.

1.03 An individual's conduct shall be in question when they:

- i) Breach any of the above Section 1.
- ii) Use their position within the BCLA for unauthorized personal and/or material gains.
- iii) Willfully circulate false, malicious statements, derogatory to any other member of the Association.
- iv) Willfully ignore or break the By-Laws, policies and/or rules and regulations of the BCLA.
- v) Counsel others to ignore or break the by-laws, policies, and/or rules and regulations of the BCLA.
- vi) Code of Conduct hearings will only be heard for offences not already covered by properly constituted penalties approved by the BCLA in all Directorates, Technical Support Groups and League Agreements.

1.04 General:

- i) The BCLA endorses the principles of natural justice and due process which allows any individual the right to a hearing and an appeal of any action which affects their rights.
- ii) The BCLA and its member governing bodies agree to honor and enforce disciplinary action taken by those governing bodies upon the completion of due process.

1.05 Discipline Procedures:

- i) Any report alleging a breach of Member obligation under this Code of Conduct shall be submitted in writing to the BCLA office within 15 days of the event/occurrence.
- ii) Upon receiving a report, the BCLA staff shall immediately notify the BCLA Executive who shall determine the merit of the complaint and determine if action is necessary.

- iii) If action is necessary, the President shall, with the Discipline Committee, appoint a date, time and place for which shall not be more than 30 days from the receipt of the report.
- iv) All interested parties will be notified of the proceedings and will have the opportunity to attend the hearing of the Discipline Committee at their own expense.
- v) The Discipline Committee may call witnesses and demand any pertinent information which it deems necessary to arrive at a decision.
- vi) The decision of the Discipline Committee will be announced by the Chair of the Discipline Committee within 7 days of the hearing and all interested parties will be provided with a copy of the written decision. Interested parties is defined as those parties who are directly involved in the proceedings.
- vii) Any individual whose rights are directly affected by a decision of the Discipline Committee may appeal that decision to the Appeals Committee.
- viii) The procedure and time lines for a presentation to the Appeals Committee shall be the same as those set out for the Disciplinary Committee.
- ix) Disciplinary action taken under this Code of Conduct section will be considered to be applicable to all disciplines of Lacrosse in BC
- x) The Discipline Committee may fine, suspend or request other remedial action based on a Discipline Hearing.

1.06

British Columbia Universal Code of Conduct (BC UCC):

The BC Lacrosse Association accepts all language contained in the British Columbia Universal Code of Conduct (BC UCC). A copy of the code is hosted on the viaSport BC website here: https://www.viasport.ca/sites/default/files/BC_UCC_2021.pdf.

14. HARASSMENT

- 14.01 The BCLA is committed to promoting a sport environment in which the terms and conditions of participation are equitable and non-discriminatory. Every participant has the right to be treated with dignity and respect and to work, train and compete in a milieu conducive to productivity, self-development and performance advancement based upon individual interest and ability. The BCLA will foster a sport environment free of harassment on the basis of race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, sex, sexual orientation, disability, age, marital/family status or an offence for which a pardon has been granted.
- 14.02 Harassment means any behaviour by a person engaged in any paid or volunteer capacity, role, or function with the BCLA that is offensive to any person or group of people and which the individual knew or ought to have known would be unwelcome.
- 14.02.1 Harassment may be intentional or unintentional and can take many forms, but generally involves conduct, comment, or display which is insulting, intimidating, humiliating, hurtful, demeaning, belittling, malicious, degrading, or otherwise causes offence, discomfort, or personal humiliation or embarrassment to a person or group of people.
- 14.03 The following types of harassment are intolerable, whether or not individuals complain:
- 14.03.1 **Abuse:** Abuse can be physical, emotional or sexual.
- (i) **Physical Abuse** - using physical force or actions that result, or could result, in injury.
 - (ii) **Emotional Abuse** - a pattern of hurting an individual's feelings to the point of damaging their self-respect. It includes verbal attacks on the individuals, insults, humiliation or rejection.
 - (ii) **Sexual Abuse** - using an individual for sexual stimulation or gratification unless, in the case of an adult, that individual consents.
- 14.03.2 **Harassment:** Any behaviour that satisfies one or more of the following definitions of Harassment.
- (i) **Personal Harassment:** Behaviour, including communications, conduct or gesture, which:
 - (a) is insulting, intimidating, humiliating, hurtful, malicious, degrading, or otherwise offensive to an individual or group of individuals (including a statement with respect to a Prohibited Ground or otherwise); and
 - (b) would be considered by a reasonable person to create an intimidating, humiliating or uncomfortable work or sport-related environment.
 - (ii) **Sexual Harassment:** Behaviour involving unwelcome sexual advances, requests for sexual favours or other communication (verbal or written) or physical conduct of a sexual nature when:
 - (a) such conduct might reasonably be expected to cause embarrassment, insecurity, discomfort, offence or humiliation to another person or group; or
 - (b) submission to such conduct is made, implicitly or explicitly, a condition of employment or participation in a sport-related activity; or
 - (c) submission to or rejection of such conduct is used as a basis for any employment or sport-related decision; or
 - (d) such conduct has the purpose or the effect of interfering with a person's work or sport performance or of creating an intimidating, hostile or offensive work or sport environment.
 - (iii) **(a) Bullying:** Bullying involves a person expressing their power through the humiliation of another person. Bullying occurs between people at any age and is not addressed under human rights legislation. It is inappropriate behaviours that are typically cruel, demeaning and hostile toward the bullying targets (most commonly occurs between children under the age of twelve but may also constitute behaviours between youth or

between adults. Bullying is similar to harassment but the behaviours are not addressed under human rights laws. Bullies are typically cruel, demeaning and hostile towards the targets of their bullying.).

The actual issue of bullying is not addressed by the law, except when the behaviour does become a criminal issue (i.e., extortion, physical assault, etc.). Bullying can be broken down into four types:

- Physical (hit or kick victims; take/damage personal property)
- Verbal (name calling; insults; constant teasing)
- Relational (try to cut off victims from social connection by convincing peers to exclude or reject a certain person)
- Cyber-Bullying

The following is a non exhaustive list of tactics used by bullies to control their targets:

1. Unwarranted yelling and screaming directed at the target
2. Continually criticizing the target's abilities
3. Blaming the target of the bullying for mistakes
4. Making unreasonable demands related to performance
5. Repeated insults or put downs of the target
6. Repeated threats to remove or restrict opportunities or privileges
7. Denying or discounting the targets accomplishment
8. Threats of and actual physical violence

(b) Cyber-Bullying: Cyber-Bullying is the use of communication devices and electronic information to include but not limited to, e-mail messages, text messaging, instant messaging, cell phone communications, internet chat rooms, internet blogs, internet postings, video recording and defamatory websites, that:

1. Deliberately threatens, harasses, intimidates an individual or group of individuals; or
2. Places an individual in reasonable fear of harm to that individual or damage to the individual's property; or
3. Has the effect of substantially interfering with a person's work or sport performance or of creating an intimidating, hostile or offensive work or sport environment.

(iv) **Retaliation:** Acts of Retaliation: Types of behaviour that may constitute Harassment include, but are not limited to:

- (a) written or verbal abuse or threats;
- (b) physical assault
- (c) using any instrument in an aggressive and/or threatening manner (i.e., as a weapon)
- (d) unwelcome remarks, jokes, innuendoes, or taunting about a person's body, sexual orientation, attire, age, marital status, ethnic or racial origin, or religion;
- (e) displaying of racist or other offensive or derogatory material, racial, ethnic or religious graffiti;
- (f) practical jokes, hazing or initiation rites which cause awkwardness or embarrassment, endangering a person's safety or negatively affecting performance;
- (g) obscene gestures;
- (h) intimidation;
- (i) behaviour which undermines self-respect or adversely affects performance or working conditions;
- (j) false accusations of Harassment motivated by malice or mischief, and meant to cause other harm.

14.03.3 **Retaliation:** Any action taken against an individual in retaliation for:

- (i) having initiated this policy on behalf of himself/herself or another individual;

- (ii) having participated or co-operated in any investigation under this policy; or
- (iii) having associated with anyone who has invoked this policy or participated in an investigation.

- 14.03.4 **Prohibited Ground:** The BC Human Rights Code provides that no person shall discriminate against another person with respect to, amongst other things, employment, publications, accommodation, service, and facilities on any of the following grounds (the “Prohibited Grounds”): race, marital status, sex, colour, conviction for an offence, age, ancestry unrelated to employment, sexual orientation, place of origin, physical disability, political belief, mental disability, family status, religion.
- 14.03.5 **Reasonable Person Standard:** In relation to a determination of Harassment under this policy, an assessment of responsibility that takes into account not only what the Complainant and Respondent actually experienced, knew, or understood about one another or the situation, but also what a reasonable person in each of their circumstances would or ought to have experienced, known, or understood.
- 14.03.6 **Responsible Adult:** Where the Complainant or the Respondent is a minor (under 19), or otherwise unable to speak for himself or herself, a parent, guardian, or other adult of the person's choice who may speak on behalf of the Complainant or Respondent.
- 14.04 It is the overall objective of the BCLA Policy on Harassment to create and maintain a work and sport environment free from harassment. Individuals who experience harassment are encouraged to take the appropriate actions to put an end to the harassment and seek adequate redress.
- 14.04.1 Harassment which is unintentional may be stopped by informing the harasser(s) that the behaviour is offensive. If the behaviour continues, the individual should file a complaint in the manner described in the BCLA Complaint Review Procedure.
- 14.04.2 If an individual feels uncomfortable or threatened about confronting the harasser(s) on their own, a complaint should be filed directly in accordance with the BCLA Complaint Review Procedure.
- 14.04.3 The BCLA takes any complaint seriously, and will investigate and respond in a sensitive, effective and timely manner.
- 14.04.4 The BCLA believes that harassment is a serious offence. It is also a serious offence to falsely accuse someone of harassment.
- 14.04.5 If the results of the investigation find that there has been harassment or that there has been an intentional false accusation of harassment, appropriate disciplinary action will be taken in accordance with the BCLA Discipline Policy.

APPENDIX F: BC LACROSSE ASSOCIATION SOCIAL MEDIA GUIDELINES

The responsibility of on-line or social media accounts belongs to the named holder of the account (or page) and all members are expected to conduct themselves in accordance with the BCLA Code of Conduct.

Overview. The BC Lacrosse Association (BCLA) has begun to use social media networking in a way to increase the reach of BCLA news and information to all interested parties, which include but is not limited to: members, fans, sport enthusiasts, and supporters. The social media outlets that may be used by the BCLA include the website, on-line community of practice, Twitter and Facebook.

These guidelines have been developed to sit under the framework for the BC Lacrosse Association By-Laws and/or Regulations, as well as be a complement to any additional policies and codes of conduct implemented by the BCLA.

We recognize the vital importance of participating in online conversations and are committed to ensuring that we participate in online social media the right way. The Social Media Guidelines have been developed to help empower you to participate in this connected world and represent our Association by sharing the vision and mission of our organization and the story of our historic game.

The vision that serves as the basis to all our initiatives is guided by certain shared values that we live by as an organization and as individuals:

Sportsmanship Passion Integrity Respect Innovation Trust

The BCLA encourages all Association/Club members, Teams, Players, Coaches, Trainers, other Team Personnel, Officials, volunteers, parents and/or guardians of BCLA players to explore and engage in social media communities at a level at which they feel comfortable. **Have fun, but be smart.** The best advice is to approach online worlds in the same way we do the physical one -- by using **sound judgment** and **common sense**, by adhering to the Association's values, and by ensuring that all the Association's Policies and Procedures are not breached.

Social media enables people and organizations to share opinions, insights and experiences on the web using tools to connect, interact and maintain and develop relationships. Social media is about connecting and engaging with members, fans, followers and supporters.

All forms of social media that the BCLA utilizes are used to engage our members and beyond. Creating awareness, generating interest, and increasing the visibility of the BCLA should absolutely be the primary objectives when using these accounts. Social media is an opportunity for an organization to connect and network with its fans and followers.

Compliance. Non-compliance with these guidelines may be considered as misconduct, harassment, discrimination, or in certain circumstances contravention of the law. Those who fail to comply with these guidelines may be disciplined under the BCLA By-laws and/or Regulations.

Definitions. Social Media is defined as "content created by people using highly accessible and scalable publishing technologies. Social media is distinct from traditional media, such as newspapers, television, and film. Social media comprises relatively inexpensive and accessible tools that enable anyone (even private individuals) to publish or access information". (Source: Wikipedia)

Social Media may include (but is not limited to):

- Social networking sites (ex. Facebook, MySpace, LinkedIn, Bebo, Yammer)
- Video and photo sharing websites (ex. Flickr, YouTube)
- Blogs, including corporate and personal blogs
- Blogs hosted by media outlets (ex. comments posted to news stories)
- Micro-blogging (ex. Twitter)
- Wikis and online collaborations (ex. Wikipedia)

- Forums, discussion boards and groups (ex. Google Group, Communities of Practice, etc.)
- Video or podcasting
- Online multiplayer gaming platforms (ex. World of Warcraft, Second Life)
- Instant messaging (including text messaging)
- Geo-spatial tagging (ex. Foursquare, Facebook Places)

BCLA General Guidelines.

Transparency in every social media engagement. The BCLA does not condone manipulating the social media flow by creating "fake" destinations and posts designed to mislead followers and control a conversation. Every Website, "fan page", or other online destination that is ultimately managed by the Association must make that fact known.

Respect of copyrights, trademarks, rights of publicity, and other third-party rights in the online social media space, including with regard to user-generated content (UGC). How exactly you do this may depend on your particular situation, so work with the Association's communications contact to make informed, appropriate decisions. When in doubt, please contact info@bclacrosse.com

Utilization of best practices, listening to the online community, and compliance with applicable regulations to ensure that this Social Media Guidelines remains current and reflect the most up-to-date and appropriate standards of behaviour.

Guidance for navigating legal issues. The following is offered as general guidance to assist you in complying with the obligations set out in these guidelines. When in doubt, seek further guidance from the BCLA's Operating Policy Manual.

Privacy, confidentiality and information security. You should **not** publish or report on conversations or information that is deemed confidential or classified or deals with matters that are internal in nature. The BCLA's *Privacy Policy* applies.

Copyright. You should respect copyright laws and fair use of copyrighted material and attribute work to the original author/source wherever possible.

Harassment and Bullying. The BCLA's *Harassment Policy* applies online and in the physical workplace. Bullying and harassment includes any bullying or harassing comments a person makes online, even on their own private social networks or in non-lacrosse related settings.

Abusive, harassing, threatening or defaming postings are in breach of the BCLA's *Harassment Policy* in the *BCLA General Operating Policy*, and may result in disciplinary action being taken.

All participants of the game are expected to treat each other with respect and dignity and must ensure their behaviour does not constitute bullying and/or harassment.

Defamation. You should refrain from publishing material that may cause injury to another person, organization, association or company's reputation, and should seek further guidance if publication of such material is thought to be necessary.

Offensive or obscene material. Material may be offensive or obscene and may infringe relevant online classification laws if it pornographic, sexually suggestive, harassing, hateful, racist, sexist, abusive or discriminatory.

Social Media Activities. The BCLA respects the rights of its participants of the game and its authorized contractors to use blogs and other social media tools not only as a form of self-expression, but also as a means to further the BCLA's awareness. It is important that all participants of the game are aware of the implications of engaging in forms of social media and online conversations that reference the BCLA and/or the representative's relationship with the BCLA and its brand, and that they recognize when the BCLA might be held responsible for their behaviour.

Personal Use

Our Expectations for Personal Behaviour in Social Media. There's a big difference in speaking "on behalf of the Association" and speaking "about" the Association. This set of **5 principles** refers to those **personal or unofficial online activities** where you might refer to the BC Lacrosse Association, Canadian Lacrosse Association or any associated activities (Local, Provincial, National Championships, International events, AGMs, etc.)

1. **Adhere to all applicable policies.** All participants of the game are subject to the Association's Code of Conduct in every public setting. In addition, in certain circumstances, other policies, including the Confidentiality Agreement or National Teams Policies and Guidelines, govern participants of the game's behaviour with respect to the disclosure of information; these policies are applicable to your personal activities online.
2. **You are responsible for your actions.** Anything you post that can potentially tarnish the Association's image will ultimately be your responsibility. We do encourage you to participate in the online social media space, but urge you to do so properly, exercising sound judgment and common sense. Please make sure to include the following disclaimer to each profile or platform you use where you can be identified as related to the Association: "The views expressed on this website/blog are the views of the author alone and do not reflect the views of the BC Lacrosse Association".
3. **Be a "scout" for compliments and criticism.** Even if you are not an official online spokesperson for the Association, you are one of our most vital assets for monitoring the social media landscape. If you come across positive or negative remarks about the Association or its brands online that you believe are important, consider sharing them by forwarding them to info@bclacrosse.com.
4. **Let the subject matter experts respond to negative posts.** You may come across negative or disparaging posts about the Association or its brands, or see third parties trying to spark negative conversations. Unless you are an authorized online spokesperson, avoid the temptation to react yourself. Pass the post(s) along to the BCLA staff who are trained to address such comments, at info@bclacrosse.com.
5. **Be conscious when mixing your business and personal lives.** Online, your personal and business personas are likely to intersect. The Association respects the free speech rights of all of its participants of the game, but you must remember that anyone has access to the online content you post. Keep this in mind when publishing information online that can be seen by more than friends and family, and know that information originally intended just for friends and family can be forwarded on.

REMEMBER: Do not represent yourself as an Official Spokesperson of the Association (unless authorized to do so - see "Professional Use of Social Media) in any social media forum and never disclose non-public information of the Association (including confidential information). Be aware that taking public positions online that are counter to the Association's interests may be harmful and could be considered a breach of compliance.

Specific Applications and Situations

1. **Timing.** Some situations require that participants of the game in official functions for the Association refrain from uploading content or participating to social media. These situations include (but are not limited to):
 - a. Inside a competition stadium during the competition period (ex. FIL World Cup competition or Minto Cup)

- b. During a non-public event or meeting organized by the Association (ex. the Annual General Meeting)
 - c. Before, during or after a meeting where non-public information is discussed (ex. Local competitions committee planning meeting)
 - d. Before, during or after a game or training session when strategic, tactical or medical information is discussed. We ask that you please refer to the team's coaching or medical staff before making any comments pertaining to these.
- 2. Use of official marks.** We recognize that Team BC players and staff members may see value in using pictures or videos where we see them in official kits. The intent is not to forbid this usage, but simply to remind you that using such photos, for example as your profile picture, automatically link you to the Association and we therefore ask that you stay conscious of the comments and contents you post. The use of any other official marks should follow copyrights and trademarks regulations.
- 3. Links.** In order to facilitate access to relevant information regarding the Association, all groups of participants of the game are encouraged to link their blogs and other social media interactions, when in accordance to the above guidelines, to the www.bclacrosse.com website and its services.

Professional Use Of Social Media

Our Expectations for Professional Behaviour in Social Media

Becoming Authorized To Use, Post And Comment

- Before using the Association's social media accounts you must be a representative of the organization.
- You may not use, post or comment as a representative of the organization unless you are **authorized** to do so.

Rules Of Engagement

Once authorized to use, post and comment as an organization's representative, you must:

- disclose you are an volunteer/employee/contractor of the organization, and use only the Association's designated social media accounts
- disclose and comment only on information classified as public domain information
- ensure that all content published is accurate and not misleading
- ensure you are not the first to make an announcement (unless specifically given permission to do so)
- comment only on your area of expertise and authority
- ensure comments are respectful of the community in which you are interacting online
- adhere to the Terms of Use of the relevant social media platform/website, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment and other applicable laws, and the association's Privacy Policy.
- if applicable, remove material that is offensive, obscene, defamatory, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, infringes copyright, constitutes a contempt of court, breaches a Court suppression order, or is otherwise unlawful

If you are authorized to comment as an organization's representative, you must not:

- post or respond to material that is offensive, obscene, defamatory, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, infringes copyright, constitutes a contempt of court, breaches a Court suppression order, or is otherwise unlawful
- use or disclose any confidential or secure information
- make any comment or post any material that might otherwise cause damage to the BCLA's reputation or bring it into disrepute.



#101, 7382 Winston Street
Burnaby, BC V5A 2G9
Phone 604-421-9755 Ext. 2
Fax 604-421-9775
Email: info@bclacrosse.com

ATHLETIC ACCIDENT CLAIM FORM

SECTION I (please print)		
Last Name of Claimant	First Name	Birth Date
Mailing Address		
City	Province	Postal Code
If a Minor, Name of Parent		
Home Phone ()	Business Phone ()	

SECTION II	
Date of Accident	Hour a.m. / p.m. (circle one)
Location of Accident	
What is the injury?	
Date of First Treatment	
Name of Hospital taken to	
Date of Admittance	Hour a.m. / p.m. (circle one)
Date of Discharge	Name of Attending Physician or Dentist

SECTION III Describe fully how the accident happened.

SECTION IV (your sport accident policy is an excess accident benefits policy; proof of exhausting all other insurance must accompany your expenses) What medical coverage do you have through your/spouse/parent employment?				
Name of Employer		Name of Insurer		
Address of Employer		Address of Insurer		
City	Prov.	Postal Code	Policy No.	Certificate Number

SECTION V	
I hereby certify that all the information provided above is correct.	
Claimant's / Guardian's Signature	Date

Send completed form along with any invoices for expenses you incurred to -

By mail:
BC Lacrosse Association
101-7382 Winston Street, Burnaby, BC V5A 2G9
By fax:
604-421-9775
By email:
info@bclacrosse.com

Please call BC Lacrosse if you have any questions regarding this form. Instructions are on the reverse side. If you do not have invoices at this time, please forward the form only to confirm that you intend to make a claim.

CERTIFICATION OF ASSOCIATION OR CLUB EXECUTIVE	
Do not complete this section yourself; have your Club or League President, Coach or Manager complete this section.	
Name of Team	League or Association
Accident Policy No. ACL6623	Type of Sport
Was the above player registered at the time of the injury? Yes/No (circle one)	
Was the player injured while taking part in an authorized activity? Yes/No (circle one)	
Name	Position with Club
Telephone No.	Signature

INSTRUCTIONS

You must provide all information requested; incomplete forms cannot be processed.

IMPORTANT POINTS TO REMEMBER WHEN COMPLETING YOUR CLAIM:

1. Your insurer must receive notice of your accident within 30 days of the accident date and receive claim documentation within 90 days.
2. ALL claims must be submitted with itemized statements and paid receipts (originals are required if there is no other coverage available), which indicate
 - Patient's name
 - Type of purchase or service
 - Date of each purchase or service
 - Amount charged for each purchase or service
3. A physician statement confirming diagnosis and recommended treatment is required if you are claiming other than dental or ambulance expense.
4. Only claims in excess of the deductible specified in your plan will be considered for payment up to your maximum benefits.
5. Expenses eligible under any other health care plan(s) must be submitted to that plan(s). Your sport accident policy will pay only the amount of expenses that are not eligible with any other insurer.
- IF YOU ARE CLAIMING ANY OF THE BENEFITS LISTED BELOW, YOU MUST INCLUDE THE FOLLOWING INFORMATION WITH YOUR CLAIM: (Please check your plan details for the conditions under which these benefits are eligible. You must have required and received medical/dental treatment commencing within 30 days of the accident date.)
- FOR BENEFITS NOT LISTED BELOW, PLEASE CONTACT THE INSURER FOR CLAIMS PROCEDURE

A. PRESCRIBED DRUGS

- Name of medication or drug
- Date of purchase
- Amount charged

B. SERVICES OF PHYSIOTHERAPIST, CHIROPRACTOR, OSTEOPATH

- Physician referral
- Type of service
- Date of each treatment
- Amount charged for each treatment
- Date of treatment paid by Provincial Medical Plan; if private fees apply, confirming coverage has been exhausted

C. HOSPITAL ROOM ACCOMMODATION

- Not an eligible expense

D. AMBULANCE (Emergency to Hospital only)

- Date of service
- Places ambulance taken from and to
- Amount charged

E. VISION CARE

- If your injury received medical treatment and resulted in the loss or damage of eyewear, or the requirement of eyewear due to accident
- An explanation must be submitted with your receipt to claim the limited benefit

F. SCHEDULED FRACTURE INDEMNITY

- If your injury results in any of the fractures or dislocations listed on the policy schedule, there may be an amount payable to you; not more than one amount (the largest) is payable
- A statement completed by the licensed physician or surgeon confirming the fracture/dislocation

G. MEDICAL BRACES

- A letter from the licensed physician or surgeon indicating the diagnosis, the specific medical necessity for prescribing the brace and the type of brace prescribed must be submitted with your receipt
- Medical braces required primarily for sporting type activities are not covered

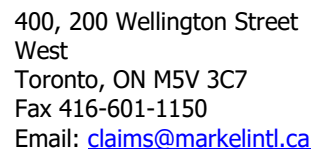
H. DENTAL ACCIDENTS

- Exact date of accident
- Breakdown of services performed
- Circumstances surrounding the accident
- Is there other dental coverage? Enclose details.
- Confirmation that treatments only relate to the accident
- Provide other insurer's explanation
- Are further treatments estimated?

I. SERVICES AVAILABLE WITHIN THE PROVINCIAL PLAN

- Your Sport Accident Policy does not make payment for any services or treatment that is available within the provincial plan, whether there is enrollment in the provincial plan or not

YOUR SPORT ACCIDENT POLICY MAY INCLUDE A DEDUCTIBLE AND/OR PERCENTAGE OF REIMBURSEMENT. (Example: \$100 deductible or \$30 per treatment up to \$300 per accident.) IF IN DOUBT, CHECK YOUR PLAN DETAILS.

[illegible]

ALL INFORMATION RECORDED ON THIS FORM IS CONFIDENTIAL

ATTENDING PHYSICIAN'S STATEMENT

Please complete this claim form and return it to your patient.

Patient's Name: _____ Age: _____

Address: _____

Diagnosis: Please indicate the name(s) of the bone(s) fractured or dislocated:

If Hospitalized, give name of hospital: _____

Date Admitted: _____ Discharged: _____

If referred to you, give name of referring physician: _____

Operations (or other procedures performed): _____	Date: _____
_____	Date: _____
_____	Date: _____

Date of first consultation for above: _____

Date of first symptoms: _____ Date of Accident: _____

Has the patient ever had same or similar condition? _____

If yes, please state when and describe: _____

Is there any other disease or infirmity affecting the present condition?

Date: _____ Signature _____ (M.D.)

Address: _____

Certified Specialist _____

Phone: _____



BCLA Provincial Director



WARRIOR

Warrior Fair Play Award -- Field Lacrosse Player Ballot --

Dear Coach:

The Warrior Fair Play Awards continue to be awarded at this year's BCLA Field Lacrosse Provincial Championship. Each Coach will nominate **one player** from his/her own team for a Fair Play Award.

The player you choose is one that exemplifies Fair Play, puts forward a great effort for the team and plays the game with integrity.

Each Warrior Fair Play Award recipient will be acknowledged and given a Warrior Lacrosse hat for their achievement.

Ballots can be turned into the Provincial Coordinator **at the coaches meeting or shortly after**. Thanks for your cooperation and best of luck!!

The Warrior Fair Play Award - Player

Player's Name (Please Print)

Team

Division

Coach's Name



WARRIOR



BCLA Field Lacrosse Provincial Championship



Game # _____

**2024 BCLA Women's Field Lacrosse Provincial Championships
BCLA Player of the Game Award**

PLAYER OF THE GAME AWARD

Opposing Team: _____

Please pick three (3) MVPs from **THE OPPOSING TEAM**

First Choice MVP# _____ **Second Choice MVP#** _____ **Third Choice MVP#** _____

1. The Player of the Game MVP is not necessarily the player who scores the most goals.
2. Considerations should be for sportsmanship, play making, hard work, defense, and good team play.
3. The Player of the Game MVP may be selected more than once but will only receive one award. If they have already received an award, the Player rated #2 or #3 will receive that game award.

Your Team: _____

Please select two (2) players from **YOUR OWN TEAM**

First Choice MVP# _____ **Second Choice MVP#** _____

Players having received awards in previous games are noted on score sheets. **YOU DON'T NEED TO CONSIDER THIS** since the scorekeepers will let the Official's know before the awards are handed out if the player chosen has received an award already.

Please ensure you hand this to the scorekeeper before the final 5 minutes of the game.



2023-2024 Women's U17/U15/U13 Provincial Championship Schedule

February 22-25, 2024

Burnaby Lake West Fields
3677 Kensington Ave, Burnaby



U13 Pools	
Pool A	Pool B
Langley/Surrey	Adanacs
Ridge Meadows 1	Burnaby/Port Coquitlam
New Westminster	Mission
Nanaimo	Ridge Meadows 2

THURSDAY

BLW3				
Game #	Time		HOME	AWAY
WU17-01	5-6pm	U17	New Westminster	Langley/Surrey
WU151-01	6-7pm	U15T1	Ridge Meadows 1	Warriors
WU151-02	7-8pm	U15T1	Burnaby/Port Coquitlam	New Westminster

FRIDAY

BLW2					BLW3					BLW4				
Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY
WU151-03	5-6pm	U15T1	Burnaby/Port Coquitlam	Adanacs 1	WU13-01	5-6pm	U13	Adanacs	Ridge Meadows 2		5-6pm			
WU152-01	6-7pm	U15T2	Mission	Adanacs 2	WU13-02	6-7pm	U13	Burnaby/Port Coquitlam	Mission	WU13-03	6-7pm	U13	Langley/Surrey	New Westminster
WU151-04	7-8pm	U15T1	Warriors	New Westminster	WU152-02	7-8pm	U15T2	Ridge 2	Nanaimo	WU13-04	7-8pm	U13	Ridge Meadows 1	Nanaimo
WU151-05	8-9pm	U15T1	Ridge Meadows 1	Adanacs 1	WU17-02	8-9pm	U17	Adanacs 1	Adanacs 2	WU17-03	8-9pm	U17	Ridge Meadows	Burnaby/Port Coquitlam

SATURDAY

BLW2					BLW3					BLW4				
Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY
WU13-05	8-9am	U13	Adanacs	Mission	WU152-03	8-9am	U15T2	Nanaimo	Adanacs 2	WU151-06	8-9am	U15T1	New Westminster	Adanacs 1
WU13-06	9-10am	U13	New Westminster	Nanaimo	WU152-04	9-10am	U15T2	Ridge Meadows 2	Mission	WU17-04	9-10am	U17	Ridge Meadows	Adanacs 2
WU13-07	10-11am	U13	Langley/Surrey	Ridge Meadows 1	WU17-05	10-11am	U17	Bunaby/Port Coquitlam	New Westminster	WU17-06	10-11am	U17	Adanacs 1	Langley/Surrey
WU13-08	11-12noon	U13	Burnaby/Port Coquitlam	Adanacs	WU151-07	11-12noon	U15T1	Bunaby/Port Coquitlam	Ridge Meadows 1		11-12noon			
WU13-09	12-1pm	U13	Ridge Meadows 2	Mission	WU151-08	12-1pm	U15T1	Adanacs 1	Warriors	WU152-05	12-1pm	U15T2	Mission	Nanaimo
WU13-10	1-2pm	U13	Ridge Meadows 1	New Westminster	WU17-07	1-2pm	U17	Burnaby/Port Coquitlam	Adanacs 1	WU17-08	1-2pm	U17	Adanacs 2	New Westminster
WU13-11	2-3pm	U13	Nanaimo	Langley/Surrey	WU17-09	2-3pm	U17	Langley/Surrey	Ridge Meadows	WU152-06	2-3pm	U15T2	Adanacs 2	Ridge Meadows 2
WU13-12	3-4pm	U13	Burnaby/Port Coquitlam	Ridge Meadows 2	WU151-09	3-4pm	U15T1	New Westminster	Ridge Meadows 1	WU151-10	3-4pm	U15T1	Warriors	Burnaby/Port Coquitlam

SUNDAY

BLW2					BLW3					BLW4				
Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY	Game #	Time		HOME	AWAY
WU13-13	8-10am	U13	Crossover A - 1st Pool A v 2nd Pool B		WU13-14	8-10am	U13	Crossover B - 1st Pool B v 2nd Pool A		WU17-10	8-10am	U17	Crossover B - 1st v 4th	
WU151-11	10-12noon	U15T1	3rd v 4th	U15WT1-Bronze	WU151-12	10-12noon	U15T1	1st v 2nd	U15WT1-Gold	WU17-11	10-12noon	U17	Crossover A - 2nd v 3rd	
WU152-07	Noon-2pm	U15T2	3rd v 4th	U15WT2-Bronze	WU13-15	Noon-2pm	U13	W-Cross A v W-Cross B	U13W-Gold	WU13-16	12-2pm	U13	L-Cross A v L-Cross B	U13W-Bronze
WU152-08	2-4pm	U15T2	1st v 2nd	U15WT2-Gold	WU17-12	2-4pm	U17	W-Cross A v W-Cross B	U17W-Gold	WU17-13	2-4pm	U17	L-Cross A v L-Cross B	U17W-Bronze