

SOUTHERN HOCKEY LEAGUE – B POOL & JUNIORS

MATCH MANAGER GUIDELINES

As required under SHL BYLAW 19.2. for all senior and junior games, **the first named team must nominate a person who is not involved in the game as a player, to be responsible for fulfilling the role of match manager. The appointee may be the coach or team manager if they are not playing.**

Do not enter the technical bench until those involved in the previous match have vacated. Sanitiser is available to wipe the bench and equipment.

Do not allow teams to enter team benches until those involved in the previous match have vacated the area. Check that teams are on the correct team benches (ie the first named team sits on the left of the tech bench facing the pitch)

1.0 Pre-Match Responsibilities:

1.1 Check that each Team has entered their list of players and officials into the Score Book (or handed a copy of their team list to the match manager to enter), indicating the starting team, captain for the match, goalkeepers, and the nominated coach for the match.

1.2 There may be limited time available between matches for players to warm up. Please ensure teams and umpires are ready to commence play at the scheduled start time. The match clock must be started on time.

1.3 Ensure each **team captain** is wearing a **distinctive armband or similar distinguishing article** on upper arm or shoulder or over the upper part of a sock for identification and has been **identified on the match sheet**.

1.4 Ensure all equipment is safely inside the team benches before the commencement of the match. Check that only eligible team personnel are on the team benches. A team bench may only consist of **11 players, up to 5 substitutes (this may include injured players as long as no more than 5 players are on the bench) + 1 being a kitted goalkeeper and 4 team officials**.

1.5 Observe the toss and ensure the **match clock commences strictly on schedule**. Use a **count-down stopwatch as a backup** in case there is an issue with the main clock.

BYLAW 12. DURATION OF GAMES

12.2. Senior Competitions: *The duration of games is to be four periods of 17 minutes each, quarter-time interval of 2 minutes and half-time interval of 5 minutes, provided that the game finishes ten minutes before the advertised starting time of the next game.*

12.4. Juniors Competitions: *The duration of all junior full field games is to be two halves of 25 minutes each and half-time interval of 5 minutes; except for Full Field Mixed (FFM) competition which is to be four periods of 12 minutes each, quarter-time interval of 2 minutes and half-time interval of 4 minutes. 12.4.1. Time out will be allowed in junior roster games.*

2.0 Duties during the Match:

The technical control of the match within the "Rules of Hockey" is the responsibility of the umpires. The match manager is to supervise and control all other aspects of the game, such as:

2.1 Watch the game and the umpires carefully.

- Ensure Team Managers are stationed nearest the technical bench. Give directions and make requests to team members and officials through the Team Managers.
- Request players and team officials who are not officially eligible to be on the team bench for the current match to leave the bench.

- Ensure that all team personnel remain in the team bench area during play behind the wall. **The coach may stand outside the wall but must stay within one metre of the wall and be aware not to impede the umpire.**
- Please note in the Score Book if play is held up due to injury or for any other reason.
- Record on the Match Sheet all goals, cards issued, half and full-time scores, and substitutions.
- Watch carefully for injuries and notify managers to immediately remove a bleeding player from the field. The wound must be covered before the player returns to the field. If the player's clothing is contaminated with blood, he/she must change into a clean uniform. Such player must be inspected and cleared by a match manager before returning to the field.
- If there is blood on the field, it must immediately be cleaned using the cleaning solution located in the technical bench area.
- Ensure that substitute players warming up on the sidelines during the match wear a bib or shirt of a different colour from the teams and umpires, and do not carry a stick during their warmup. No substitute player may enter the field until the player they are replacing has left the field, i.e. completely crossed the sideline at the centreline. Ensure that players waiting to enter the field do not obstruct the path of the umpires.
- For FF games only, coaches are permitted to be on the field to coach their team.

2.2 Ensure the FIH Rules of Hockey and the tournament rules are correctly applied, especially:

- **Admission to the field** – prevent any unauthorised entry onto the pitch. No person is allowed on the field unless signalled by an umpire. This includes first aiders, sports trainers, physiotherapists, team doctors and team managers. Coaches are not allowed on the field under any circumstances during regulation match time (except as permitted in FF games). The medical person (or manager) may only go onto the field of play when called by the umpire and that player (goalkeepers excepted) must leave the field for a minimum of two minutes of playing time, timed by the match manager, irrespective of whether they are injured or not.
- **Interchange of players and goalkeepers** – the field player may take the field at the centre line as soon as the goalkeeper has stepped over the back line; the goalkeeper must return to the team bench along the sideline as quickly as possible, ensuring they do not impede the umpire.
- **Management of Suspended Players** – players who are temporarily suspended (green/yellow card) are required to sit quietly outside the technical bench and the only person to approach that player is the team manager to take tracksuit/drink, if required. The match manager will note the time showing on the match clock when the suspended player sits and will inform the player when their suspension has ended. Please note the reason for the card on the Match Sheet.

3.0 On completion of the game:

3.1 Ensure that the Match Sheet is signed by Team Managers and umpires as a true and correct record of proceedings of the game, request umpires to complete best & fairest votes for each team, then sign the Match Sheet last. Give each team manager a coloured copy of the match sheet and encourage them to also take a pic of the white sheet as a backup copy.

3.2 Please note clearly on the Match Sheet any misconduct or breaches of the Code of Conduct and email details to the SHL Officiating Group shl.officiating@gmail.com. This may include (but is not limited to) failure to observe your instructions; dissent; abuse (verbal or physical) towards any official or player; or any other behaviour which you consider warrants investigation.

SHL Officiating Group
shl.officiating@gmail.com