



TEAM VOLUNTEER MANUAL

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Help us save \$ and the Environment by returning this manual in your jersey bin at the end of your season.

STATEMENT OF PURPOSE

The Delta Lacrosse Association (DLA) recognizes the fact that its primary aim is to provide the Players in the DLA the opportunity to participate in the sport of Lacrosse and, in doing so, to develop respect for the sport of Lacrosse. The DLA believes that such respect is fostered by teaching not only the skills required to play the game, but also by teaching and reinforcing the positive aspects of team sports, including fair play, sportsmanship, respect for each other and for opposing teams, respect for officials and of the rules of the game.

CODE OF CONDUCT

All individuals affiliated with the DLA shall:

- (a) Refrain from using foul or negative language
- (b) Refrain from verbally or physically abusing any game official, participant or spectator, regardless of association or circumstance.
- (c) Demonstrate courtesy, respect and good sportsmanship towards all game officials, participants and spectators, regardless of association or circumstance.
- (d) Attempt to develop community spirit and pride in our association, while representing DLA and minor lacrosse in the best possible light.
- (e) Respect all facilities utilized by our Association, as well as any staff of those facilities.
- (f) Emphasize sportsmanship and fair play while trying to keep the word "FUN" in Lacrosse.
- (g) Treat the game of Lacrosse with the respect that it deserves.
- (h) Take the necessary steps to report, in writing, any incidents that may shed bad light on our great game to ensure that they are not repeated.

PURPOSE OF THIS MANUAL

The purpose of this manual is to provide all team volunteers with guidelines to be followed when performing their job and to provide specific instruction on how to perform some of their duties. Your Division Manager (DM) will also be available to answer any of your questions. Check for your current DM's name and contact information at www.deltalacrosse.ca

SAFETY REMINDER

Please be diligent in reminding your players that they are only allowed onto the floor with a helmet on. This is a BCLA Rule. In the event of injury while not wearing approved and appropriate required gear (including a mouth-guard during practices and games) insurance would likely not cover your child.

Start this habit at a young age so that your players are aware of this requirement. Players not wearing a helmet will be asked to leave the playing surface until such a time that they have a helmet on.

Please also remember that siblings/friends attending someone else's game or practice fall under the same rule and if they are going to be on the floor, they too are required to wear a helmet.

There are no exceptions to the helmet rule.

REMEMBER: the only stupid question is the one that is not asked!

GENERAL INFORMATION FOR TEAM Managers:

Emergencies:

Check with your coach(s) and team parents to see if anyone has a current first aid ticket in the event of an emergency. Make sure that the Coach or Manager have a cellular phone that they carry at all times that could be used to call 911.

In the event of an injury, **do not hesitate to call 911 at any time!** There is a pay telephone for emergency use in the lobby at both Arenas (LLC & SDRC).

Ladner Leisure Centre 4600 Clarence Taylor Crescent

South Delta Rec Centre 1720 56th Street

Communication:

It is essential to the smooth operation of your team that you are in constant communication with the coach, team manager/parent, players and their parents and the Commissioner for your league. You should also touch base with your DM once in a while to make sure you are up-to-date on everything that is happening with DLA. This will help lead to a constructive, successful and fun season for all concerned.

Set up a **Parent Information Night**, preferably at someone's home (good opportunity for your first team fundraiser), as trying to hold meetings in the arena or box during games just doesn't work. At this meeting explain all the positions that need to be filled (bring this Manual), explain the job descriptions and make sure you have someone signed up for **EVERY** position before you adjourn the meeting.

It is common practice in minor sports for team manager/parent to poll the parents of the players to see if they would like to provide gifts for the coach(s), team manager, team parent, players at the end of the season. Funds for these gifts could come from your team fundraising and/or by collection.

DUTIES OF THE TEAM VOLUNTEERS

Working together, the Team Manager (TM) and/or Team Parent coordinate team functions and act as a Liaison between the Coach & team parents and between the team as whole & the DLA.

Some of the functions coordinated by the TM and Team Parent are:

- Team Information
- Equipment
- Practices
- Games
- Temporary "Player Call-up"
- Tournaments
- Team Sponsors
- Volunteer positions within the team
- Team Social Functions
- Fund Raising







By being responsible for the above, the Team Manager / Parent allow the Coach(s) the freedom to spend their time teaching the players the game of Lacrosse.

JOB DUTIES & DESCRIPTIONS





SUGGESTED DUTY DIVISION

Based on previous experience the following is a suggestion for dividing the various duties between the TM and Team Parent. You are of course free to decide who does what as long as all the duties mentioned in this manual are performed to ensure the best possible season for all concerned. You should consult with your coach(es) to see what they would prefer; some coaches like to do some of these duties themselves. However, it is our opinion that the coach is there to coach, not to worry about whether the equipment is going to be at each game and practice or to plan any team activities. The coach should also be consulted on which tournaments he/she would like the team entered into.

Team Manager







-  Schedule tournaments
-  Reschedule cancelled and TBR games
-  Look after all equipment
-  Look after game sheets, game cancellation sheets, media reports, game results
-  Track game and practice attendance
-  Game stats (if the team wants them done)

Team Parent

-  Produce team information list
-  Produce wallet roster
-  Produce volunteer schedule
-  Produce Game Schedule






TEAM INFORMATION:

As soon as possible the following information should be printed and distributed to all members of your team:

-  Team list – complete with players name, parents' names, phone number, address, and jersey numbers. Remember to include coaches, managers and other volunteers. See sample #1.
-  Wallet Roster (cheat sheets) – See Sample #2
-  Game schedule – complete with game number, opponent, arena or box location, date and starting time. See sample #3.
-  Practice Schedule – complete with day(s), time(s) and location (can be part of game schedule)
-  Team Rules – coordinate with the Coach(s) to find out what their expectations are for arrival times for games & practices and any expectations they may have regarding behavior, etc.
-  Arena/box maps and/or directions for parents and coaches. Arena addresses and directions are on the DLA website www.deltalacrosse.ca under the INFO tab, click on "TVM"

EQUIPMENT:

There is specific equipment required by the team at all games and practices. It is the responsibility of the team volunteers to acquire this equipment from DLA and make sure it is at each game and practice.

-  First Aid Kit
-  Bucket of Practice Balls
-  Game Balls for home games
-  Water Bottles
-  Uniforms

First Aid Kit - will be stocked by DLA. If you use anything from the kit that needs to be replaced (other than Ice), please contact the DLA Equipment Manager. Tape found in the first aid kit **is not to be used** for equipment repair. Please keep the kit clean, and dispose of any used contents appropriately.

Important Note - the FA Kits do not contain Tylenol or Advil and should not be added by a Coach or TM. Only a parent is allowed to administer pain medication to their own minor child. Along with the first aid kit, the team can also fill out Confidential Medical Information forms (see pg 13). The coach, manager or first aid person would hold these forms. This information should be kept confidential, and be available at all practices and games, and only used in an emergency. This is not mandatory. If anyone is uncomfortable providing this kind of information, then you must respect their privacy. This information must be returned to the parents or appropriately destroyed at the end of the season.

Ice Packs – small instant packs are included in your first aid kit, but small Ziploc sandwich bags of ice cubes work well for this, or foam cups partially filled with water and frozen. Once this supply is depleted it is the teams responsibility to acquire more (hint* Real ice still works best).

Game & Practice Balls – The DLA will issue practice balls and game balls to each team. As many of these balls as possible are expected to be returned at the end of the season. Please make sure you collect practice balls from the team members after practice, and game balls from the referees at the end of each home game. *Retaining these balls saves DLA funds that can then be utilized in more appropriate ways than replacing lost balls. DLA spends in excess of \$2500 a year in lacrosse balls.*

Water Bottles – if the team agrees to carry. There are inherent risks associated with using communal bottles and DLA encourages players to carry and use individual (labeled) water bottles.

Tools – not provided If you are able to, it is a good idea to have a small tool kit with you at all times with spare nuts, bolts, screws, screwdrivers, hockey tape, etc. in the event of equipment failure.

Uniforms – Jerseys are supplied by DLA. Plain black shorts are not supplied but players are encouraged to where them to keep the appearance of your team the same. You will receive the jerseys in bins. The enclosed roster is to be completed and returned to the DLA Jersey Manager as indicated on the form. Please ensure Jerseys are returned in the same bin. Jerseys are very expensive and need to be treated that way. All players and parents need to be impressed upon that these jerseys need to be well looked after and not left rolled up in a wet ball in an equipment bag. They should be hung on hangars to air out after each game and washed after every second game (Cold soapy water, no fabric softener and hung to dry). It is recommended that the TM collect the jerseys at the last game to save trying to collect them afterwards.

It is the responsibility of the Team Volunteers to collect and return all the equipment signed out to them at the beginning of the season as well as the jerseys, to DLA after all regular, playoff and provincial games are complete in their division.

ARENA FLOOR TIME:

Floor time for indoor practices or exhibition games must be booked through the DLA Arena Allocator and is at the expense of the team. Please do not call the Corp of Delta (or Parks & Rec) yourself. Floor time for scheduled games is to be used only for the scheduled game. If you must re-schedule that game, then the original floor time is to be given back to the Scheduler. Scheduled games times are not to be used as practice times, unless this is arranged with the Scheduler. There is a cost of \$50 for each (1.5 hour) floor time slot (or \$35 for each hour) that a team elects to use for a practice (teams can share the time and expense). The Floor Allocator will provide weekly (Emailed) updates on available floor time. This time is available on a first come ~ first serve basis. Payment is due upon receipt of invoice by the DLA Treasurer.

OUTDOOR BOX TIME & PRACTICES:

Box time (Ladner, Tsawwassen or Memorial) must be booked through the Outdoor Box Allocator. Of special note is that Tyke teams use the Ladner Box for Games. Teams are asked to respect their time in the Box and allow these teams ample time to set up. The team volunteers should attend all practices and ensure that all required equipment is provided for practice.

* **of special note** is the fact that at times the DLA Allocator may need to reschedule a game that will involve many different teams. Games take precedence over practices and if your team needs to be moved from a regular practice time for any reason, you will be provided with plenty of notice to notify your team members accordingly and will also be provided with another practice slot if you choose to accept it (some coaches later in the season may elect to just 'skip' the practice entirely).

GAMES

1. Game Times: All games MUST end on time. DLA has a very rigid time frame that we **must** operate within. Please make sure the visiting coaches and managers are aware of the game ending time **prior** to the game start.

2. Game Sheets for home games are provided to the teams by DLA. It is the responsibility of the manager to ensure that a game sheet complete with the game number, division, game date and each players name and number be prepared for each home game. In Novice and above the positions of Captain, Assistant Captain(s) and Goalie(s) must be indicated on the game sheet beside the player's name. You may fill out the game sheets in advance, but remember to cross out any players that are absent for that game.

When the away team arrives, the home team manager must get the game sheet to the away Team Manager to be completed and returned so that it can be handed to the referees prior to game time. Game sheets must be signed as "verified" by the Coach or Team Manager. The referee's in attendance should be clearly marked on the game sheets, including the 30-second referee if one is present.

The **HOME** team is responsible for distributing the completed game sheets as follows:

- ✂ White and Yellow copies to the winning team, for furtherance to the LMMLC Division Commissioner (1st and 2nd page)
- ✂ Pink copy to the winning team (3rd page)
- ✂ Goldenrod copy to the losing team (4th page)

The Division Commissioner will set the requirements for each division as to how and when the game sheets must be submitted. Normally, the copies must be submitted on a regular basis (after every second game), and/or the **HOME** team is also required to phone, fax, or email the commissioner with the game results within **24 hours** of game completion.

3. Cancelled Games or To Be Rescheduled (TBR) Games: Cancelled or TBR games are to be rescheduled by the **HOME** team in conjunction with the DLA Scheduler, the DLA Referee Allocator for your division, and Division Commissioner – check www.deltalacrosse.ca for most current contact information.

To reschedule a TBR or cancelled game:

1. Contact DLA Scheduler to determine available times to reschedule (pick two or three options)
2. Contact the opposing Coach or Manager to confirm dates
3. Contact DLA Scheduler to confirm dates
4. Contact DLA Referee Allocator to advise of date change
5. Contact Division Commissioner to advise of date change

Failure of the home team to cancel or reschedule 48 hours in advance of the game will result in the home team being responsible for payment of the Referees and the Arena Charges from their own team funds. Failure of the **visiting team** to cancel or reschedule 48 hours in advance will result in a game forfeiture and in payment of the referee's and the arena changes by the visiting team upon playing the rescheduled game. In the event that an original game was cancelled without sufficient notice by the visiting team (48 hours), you must notify the visiting team that they should bring payment payable to DLA, as per the chart below, at the time of the rescheduled game (league agreement). The game cannot be played until payment has been made.





DIVISION	REFEREE FEES	ARENA CHARGES	TOTAL OWING
Mini Tyke	\$30.00	\$40.00	\$70.00
Tyke	\$30.00	\$40.00	\$70.00

Novice	\$40.00	\$60.00	\$100.00
Pee Wee	\$50.00	\$60.00	\$110.00
Bantam	\$60.00	\$60.00	\$120.00
Midget	\$70.00	\$60.00	\$130.00
Female Junior	\$80.00	\$60.00	\$140.00

4. Game Reports/Media Coverage: Game report forms are provided here (pg 12). It is important to file game reports on a game-by-game basis. This will be used by DM's to keep Team Stats and used by our Media Relations person for write ups in the local papers. In the event that DLA does not have a single volunteer for this, we encourage teams to use this form and contact the local paper with write-ups on their own. Remember to include your team sponsor's name and highlights of the game. Once you have completed the game report, please email the info to your DM.

5. Referees: Home teams are responsible for payment to referees. Referees are to be **paid cash, in full, prior to the game start.** The DLA treasurer will issue a cheque to each team prior to the beginning of the regular season to cover referee payments for league games. Referee expenses for exhibition games are the responsibility of the team. You should cash the cheque as soon as possible making sure you get bills and/or coins for the exact amount you will need to pay each referee for each game. Place the money in individual envelopes marked with the game number and date of game so they are ready for each game. Each team must keep track of the referee funds paid out, to reconcile with the funds received.

Referee Fees for 2010 are as follows:

	Mini Tyke	\$15.00 x 2 referees
	Tyke	\$15.00 x 2 referees
	Novice	\$20.00 x 2 referees
	Pee Wee	\$25.00 x 2 referees
	Bantam	\$30.00 x 2 referees
	Midget	\$35.00 x 2 referees
	Fem.Junior	\$40.00 x 2 referees

The same figures apply for Females' Division Games

Fees are still payable for cancelled games unless the Referee Allocator is given 24 hours notice of the cancellation. The team manager is responsible for contacting the referee's, or going to the arena or box, to pay the referee's.

Any problems concerning referees should be reported to the Head Referee immediately. Please do NOT take the problems directly to the referee's.

6. Conflict Jerseys: Phone opposing teams to confirm date/time of all games, and ask about color of jerseys. If there's a conflict, the home team should change. If you are playing a game (in Delta) where Delta's jerseys are a close color match to the visiting teams and you either wish to change to a non-conflicting color OR the officials ask you to do so, please note that we have conflict jersey sets available in the arenas.

At LLC – the Jerseys are in the Resource Room-the arena attendant must provide access. At SDRC - you must find the arena attendant to provide access to the equipment lock up behind the curling rink.








If your team uses these jerseys, they must be washed (cold soapy water – hang to dry) and returned the next day (by 5.00pm) to be ready for another team that may need the jerseys.

TEMPORARY PLAYER CALL-UP




You are able to call-up players from another DLA team on a **temporary** basis, in the event that you have a short roster. Those players called up may only play a **maximum** of four games (for Box) total (combined on all teams) and a player may only play in 2 games per day. You are encouraged to call-up players from another division when possible. Please read the rules regarding call-ups carefully. If call-ups are not done correctly there can be serious consequences (league suspensions) to the

players, coaches, teams and managers involved. Players including MiniTyke and Tyke are not allowed to 'cross-over' to another Team in their same division/tier, after May 7.





Example Call-Ups:

-  Mini Tyke to Tyke
-  Tyke to Novice House or Intermediate
-  Novice House to Novice Intermediate or Novice Advanced
-  Novice Intermediate to Novice Advanced
-  Novice Advanced to Pee Wee A1
-  Pee Wee B to Bantam B or Bantam A
-  Bantam to Midget

Players may play up in their **own** division

-  from "A2" to "A1"
-  from "B" to "A2" or "A1"
-  from "C" to any higher caliber.

Players may play up in a **higher** division

-  "A1" to "A1"
-  "A2" to "A2" or "A1"
-  "B" to "B"; "A2" or "A1"
-  "C" to "C", "B", "A2" or "A1".

If you wish to call up, contact your DM for the coach or manager's phone numbers for the eligible teams. You **must** obtain the coach's permission before calling up a player and you must inform the Head Coach and the DM of the call up. There are special rules regarding goalies that generally make it easier to call them up. Check with your DM.

TOURNAMENTS

Your DM will have made attempts to enter your team into at least one tournament. It is also likely that DLA prepaid this for your team. Once your team has been formed and you have confirmed with your DM your confirmation to attend the tournament your team will be required to pay back DLA within one month's time of the start of the season. The DLA Treasurer will contact you with regard to repayment.

If your team wishes to enter more than one tournament, it is the team volunteer's responsibility in consultation with the coach, parents and players to schedule tournament entry for the team.

A tournament schedule will be provided by BCLA (it can be found at www.bclacrosse.com)

Consult with the Coach(s), parents and players as to how many tournaments they would like to enter (remember there are provincial playoffs too, possibly out of town)







Book tournaments as soon as you possibly can, they fill up very quickly

Reschedule any games that conflict with your tournament dates

Teams are responsible for funding their own tournament entry fees, travel costs, etc. with the exception of the following: All teams, from Pee Wee to Midget, entering Provincials are provided free entry by DLA, upon completion of necessary clinics and paperwork. Check with your DM.

VOLUNTEERS

Along with the Team Manager and Team Parent the following volunteer positions must be filled to maintain the smooth operation of the team:

-  Phoning and/or email
-  50/50 Sales
-  Timing
-  Bench
-  Team Pictures
-  Refreshments (for younger teams)

A rotation schedule should be set up for some of the above positions (See sample #3)1. When scheduling, do not schedule the manager or team parent, you have enough to do already. Rotation should be done alphabetically and just rotate through the team until all dates are full.

If a family is unable to fulfill their position at a specific game, it is their responsibility to trade with someone else on the team to ensure that all positions are covered for all home games.

PHONING: Get one volunteer from your team to be the “phone person” and another to be the “email person”. These people will be responsible for phoning out to the team any messages that need to be passed along from the coach, team manager or team parent. This may include: game time and/or place changes, practice time and/or place changes, or reminders of upcoming activities.

50/50 SALES: The position of the DLA is that we are not going to attempt to control the fundraising activities of the parents for their players. How you raise funds for your team activities is up to the parents of the players. At this point in time, to sell 50/50 raffle tickets at your home games you are required to obtain a license from the BC Gaming Branch.

TIMING: For indoor games the home team is responsible for providing three adults for the timing bench during games, one person to run the “30 second” clock and one to run the “game clock” and one to complete the game sheet. Training can be provided by a DLA executive member if necessary.

BENCH: These people assist the coach by controlling the bench doors and counting the players on and off the floor. If you have one coach, you will need two bench volunteers. If you have more than one coach you will need as many bench volunteers as required to make sure that there is always someone on each door. As these people need to be registered with BCLA for insurance purposes, you should try to make sure you have the same bench volunteers for each game.

TEAM PICTURES: Check the DLA Website for information on Team and Individual Photos. You will receive enough envelopes for your team through your DM or the DLA Picture Coordinator. These envelopes must be given to the players and/or their parents to be completed and returned to you on photo day. Make sure players and parents are advised to meet in a specific place at least 10 minutes prior to your scheduled picture time. DLA will return all pictures for your team to you for distribution to your team. Should there be any problems with any pictures, please notify the DLA Picture Coordinator as soon as possible.

REFRESHMENTS: It is a good idea to have some kind of refreshments for the players after their games i.e.: freezies, juice, etc. These may be purchased with team funds at the direction of the parents. This can be done by the Team Manager or on a volunteer rotation schedule.

Above all, enjoy your season. Remember...

“Perfection is not attainable, but if we chase perfection we can catch excellence”

SAMPLE #1 – Team List

DLA Novice Intermediate – Islanders

	Head Coach	John Smith	<u>email@address</u>	604-123.4567		
	Ass't Coach	Paul Smith	<u>email@address</u>	604-123.4568		
	Manager	Mary Poppins	<u>email@address</u>	604-123.4569		
	LastName	FirstName	Email address	Phone no	Parents	Volunteer for:
1	Smith	JJ	<u>email@address</u>	604-123.4570	Hilary/Terrance	50-50
2	Burns	Nick	<u>email@address</u>	604-123.4571	Diana	fundraising
3	Jones	Nick	<u>email@address</u>	604-123.4572	Wendy/Jeff	stat's
4	Grant	Brett	<u>email@address</u>	604-123.4573	Lori/Earl	Score/time
5	Hoffman	Kyle	<u>email@address</u>	604-123.4574	Cheryl/Robert	snacks
6	Jackson	Nick	<u>email@address</u>	604-123.4575	Michelle/Glen	Email/phoning
7	Jones	Mitch	<u>email@address</u>	604-123.4576	Wendy/Doug	Doorperson 1
8	Little	Brodie	<u>email@address</u>	604-123.4577	Shelly/Scott	Doorperson 2
9	Lum	Danica	<u>email@address</u>	604-123.4578	John/Melanie	Doorperson 3
10	McWilliams	Connor	<u>email@address</u>	604-123.4579	Christine/Dennis	first aid
11	Molina	Ryan	<u>email@address</u>	604-123.4580	Jenney/Mike	Score/time
12	Norman (G)	Jack	<u>email@address</u>	604-123.4581	Marianne/Paul	media
13	Peterson	Erica	<u>email@address</u>	604-123.4582	Tammy/Howard	equipment
14	Roberts	Jason	<u>email@address</u>	604-123.4583	Rita/Paul	Score/time
15	Smith	Mark	<u>email@address</u>	604-123.4584	Susan/Paul	fundraising
16	Smith	Alex	<u>email@address</u>	604-123.4585	Karen/Phil	treasurer

SAMPLE #2 – Wallet Roster

1	JJ	Smith
2	Nick	Burns
3	Nick	Jones
4	Brett	Grant
5	Kyle	Hoffman
6	Nick	Jackson
7	Mitch	Jones
8	Brodie	Little
9	Danica	Lum
10	Connor	McWilliams
11	Ryan	Molina
12	Jack	Norman (G)
13	Erica	Peterson
14	Jason	Roberts
15	Mark	Smith
16	Alex	Smith

Copy and laminate to sheet small enough for parents to carry in wallets (business card size) so they can cheer on all members of your team

SAMPLE #3

Islanders – 2009 Schedule

Please be in the dressing room 30 minutes before game time.

If you will not be able to attend a game or practice, please call your Team Manager

Date	Time	Home	Visitor	Location
Fri April 27	5:30 PM	Langley 2	Islanders	Langley Sportsplex
Sat April 28	12.00 PM	Practice		Ladner Box
Mon April 30	7.00 PM	Islanders	Coquitlam	LLC
Thur May 3	7:15 PM	Mission	Islanders	Mission Arena
Sat May 5	12.00 PM	Practice		Tsawwassen Box
Mon May 7	7.00 PM	Islanders	Burnaby	LLC
Fri May 11 Tournament Start date Games TBA – please keep weekend open. No scheduled practice on this Saturday (May 12)				

Sample Team Volunteer Schedule for Indoor Arena Games

Date	Score	Time	30-sec	Bench	50-50	Snacks
Fri April 27	Away	Away	Away	1&2	Away	Hoffman
Mon April 30	Grant	Molina	Roberts	1&3	Smith	Hoffman
Thurs May 3	Away	Away	Away	2&3	Away	Hoffman
Mon May 7	Molina	Roberts	Grant	1&2	Smith	Hoffman



SAMPLE #4 -Post Game Report & Media Sheet

POST GAME REPORT

Delta Team: _____
 Sponsor Name: _____
 Opposition: _____
 Exhibition Game ___ League Game ___
 Tournament Game ___ Playoff Game ___

GAME RESULTS

Home Team: _____
 Visiting Team: _____
 Date Played: _____ Location: _____
 Division: _____ Game Number: _____

Delta Score: _____ Opposition Score: _____

Scoring Summary

Player	Goals	Assists	Player	Goals	Assists
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Goalie Summary

Shots on Goal: _____ Delta: _____ Opposition: _____
 Delta Goalie: _____

General Remarks / Comments:

Submitted by: _____ Phone Number: _____

Medical form completed by: _____ Date: _____

Player Medical Information Sheet

Player Information

Surname: _____ First Name: _____
Date of Birth: Day: _____ Month: _____ Year: _____
Address: _____

Parent / Guardian Emergency Contact Information

Mothers Name: _____ cell: _____
Home Phone: _____ work phone: _____
Father's Name: _____ cell: _____
Home Phone: _____ work phone: _____

In Case of Emergency please contact:

Name: _____
Relationship to player: _____
Phone: _____

Medical / Dental Information

Doctor: _____ Phone: _____

Dentist: _____ Phone: _____

BC Care Card No. _____

Allergies: _____

Previous injuries: _____

Other conditions: (contact lenses, braces, etc): _____

Current Medications (Prescription/over-the-counter): _____

Does the player carry and know how to administer their medication? _____

The medical information you provide is confidential and will not be available to anybody, other than authorized individuals. Parent: Please complete and return to Coach or Manager.

BCLA Form 100B

The form on the next page is to be completed prior to leaving this meeting and submitted to the DLA VP Minors or the DLA Coaching Coordinator. Official payments will not be provided to teams until this form has been submitted.