

PLEASE DO NOT REMOVE FROM SCOREKEEPERS BOX

Scorekeepers Handbook

(updated October 2020)

This handbook is to be used as a reference for all scorekeepers. If there is something you have a question about that is not in this handbook, please contact me via email, g.simotti@gmail.com.

Online off-ice officiation manual - [link](#)



Arizona Hockey Referees Association - azhockeyrefs.org

Game Formats:

<u>Game in Arbitrator</u>	<u>Game type</u>	<u>Game format</u>
Youth Travel (10U, 12U, 14U)	AZYHL	AZYHL
Youth House (8U, 10U, 12U, 14U, 16U)	Youth house	whichever rink you're working at for that age group
Youth Travel, High School - D1/D2/D3/JV	High School	AHSHA
Youth Travel, (14U, 16U, 18U) Tier I or Tier II	Tier I or II	Tier I or II
Adult (Adult A, B, C, over 30, over 40)	House adult	whichever rink you're working at for that level

Tier I and II

- 5 minute warm up
- 3- 15 minute stop time periods
- 2 minute rest period between all periods
- Games may end in a tie.
- Mercy Rule/"Running Clock"
- Five (5) goal differential exists anytime in the third period, the clock should remain running
- If/When the goal differential is narrowed to three (3) goals and normal stop time will resume.
- If a play is stopped and a penalty expires, the penalized player should not return to the ice until play resumes.
- Curfew: **Total time left in the ice slot/2=time left in the 3rd period (let on ice officials know when curfew is needed)**

AZYHL (travel non tier games)

- All games have a 3 minute warm-up
- 10U & 12U League/Divisions all have 3, 13 minute stop time periods
- 14U & 16U League/Divisions all have 3, 14 minute stop time periods
- There is a one minute break between periods
- No ice cleans
- No overtime, even if the ice slot has time left
- Mercy rule: 5 goal differential any time in the 3rd period, run time starts at next puck drop
- Only if the deficit is narrowed to three (3) goals, at which point normal stop time will again be kept
- Curfew: **Total time left in the ice slot/2=time left in the 3rd period (let on ice officials know when curfew is needed)**

AHSHA

- 3 minute warm up
- all levels: 3 – 15 minute, stop time period
- There is a one minute break between periods
- Mercy rule: 7 goal differential any time in the 3rd period, run time starts at next puck drop – **does not end once it starts, also no time outs**
 - o Only stops for goals, penalties and unusual delay then starts again at next puck drop
- Curfew: consult with AHSHA rink coordinator
- Game can end in a tie

Youth house

Ice Den Chandler and Scottsdale

- Mite (8U)
 - 60 minute ice slot, ice time remaining after the warm up will be set on the clock
 - 3 minute warm up
 - buzz horn every 2 minutes
- Squirt (10U)/PeeWee (12U)
 - 3 minute warm up
 - 3 - 16 minute run time periods, final 2 minutes will be stop time if within 2 goals
 - One minute break between periods
 - 1 - 30 second time-out per team
 - Ties will be decided by a 3 player shoot out
 - Playoff ties: 3 minute stop time sudden death, round robin playoff end in a tie, final game will be 3 man shoot out after 3 minute OT period
- Bantam (14U)/Midget (16/18U)
 - 3 minute warm up
 - 3 - 19 minute run time periods, final 2 minutes will be stop time if within 2 goals
 - One minute break between periods
 - 1 - 30 second time-out per team
 - Ties will be decided by a 3 player shoot out
 - Playoff ties: 3 minute stop time sudden death, round robin playoff end in a tie, final game will be 3 man shoot out after 3 minute OT period

AZ Ice Gilbert

3 minute warm up for all divisions

Mites (8U)

2-24 minute run time games, buzz horn every 2 minutes. 1 minute break between the 2-24 minute periods.

Squirts and Pee Wee (10U and 12U)

- Period 1 12:00 minute run time
- Period 2 12:00 minute stop time
- Period 3 12:00 minute stop time

Midget (16U)

- Period 1 13:00 minute run time
- Period 2 13:00 minute stop time
- Period 3 13:00 minute stop time

If there is a goal differential greater than 6 in the 3rd period the game will convert to run time. If the goal differential becomes less than 6 again the game will stop time again.

AZ Ice Peoria

- 3 minute warm up
- 10U-14U are 12 minute stop time - Checking in 14U
- One minute between periods
- USA Hockey rules apply
- Ties are permitted. No OT or shootouts until playoffs

Adult League

Arcadia Ice Arena

5 minute warm up

3 - 15 minute stop time periods

Runtime - 6 goal differential in 3rd period and both teams must agree

Shootout - 5 players. Home team decides who shoots first

Penalty Limit - 4 (Player Ejected; No Game Misconduct)

AZ Ice Gilbert

3 minute warm up

3 - 15 minute stop time periods

Runtime - 6 goal differential in 3rd period*

Shootout - 3 players. Home decides. A league - 3v3 for 5:00, No SO

Penalty Limit - 3 (Player Ejected; No Game Misconduct) Any major is EJ

AZ Ice Peoria

4 minute warm up

3 - 15 minute stop time periods

Runtime - 6 goal differential in 3rd period**Once they go to run time due to goal differential (6+), in no case do they go back to stop time

Shootout - 3 players. Home team decides who shoots first

Penalty Limit - 4 (Player Ejected; No Game Misconduct)

Gila River

4 minute warm up

3 - 15 minute stop time periods

Runtime - 6 goal differential in 3rd period*

Shootout - 3 players. Home team decides who shoots first

Penalty Limit - 4 (Player Ejected; No Game Misconduct)

Ice Den Scottsdale/Chandler

4 minute warm up

3 - 15 minute stop time periods

Runtime - 7 goal differential in 3rd period OR if combined team

penalties reaches 15 or greater*

Shootout - 3 players. Visiting team shoots first

Penalty Limit - 4 (Player Ejected; No Game Misconduct)

Jay Lively Activity Center

4 minute warm up

3 - 15 minute stop time periods

Runtime - No specified procedure

Shootout - No specified procedure

Penalty Limit - 5 (Player Ejected; No Game Misconduct)

*If goal differential becomes less than the rules state, the game returns to stop time

Some rinks enforce the GRETZKY Rule, check with the adult coordinator of the rink you work at to see if the Gretzky rule applies. It is usually in the beginner divisions the GRETZKY rule is enforced. The GRETZKY rule: a player is allowed to score 3 goals during a single game. If a player scores a 4th goal, the goal is disallowed and the resulting face off will be in the shooting team's defensive zone and treated the same way as an icing call. If a game goes to a shootout and a player has 3 goals, that player is not allowed to participate in the shootout.

**AZ ICE Peoria GRETZKY RULE---it is used in Peoria for "D, Beginner, and Open divisions. Each player is allowed 4 goals, with the fifth being considered the same as icing.

Scorekeeper expectations:

- On time means arriving to the rink **20 minutes** before your scheduled game time
- Playing music before, during breaks and after the game (age appropriate with not profanity)
- Take attendance before the start of the game, ensuring the players and number match the roster
- Announce all goals, penalties and any other pertinent information (first and last names of players)
- **No use of cell phones during game unless used for music, and only for music (no facebook, snapchat, twitter, web surfing, etc)**
- Wait for on-ice officials to exit the ice before leaving at the end of the game so they can review and sign the scoresheet --- you must email a PDF copy of the scoresheets to ahrascoresheets@gmail.com (see below for more in depth instructions)

Scoresheets:

The following is to be done at each and every game you scorekeep, no exceptions!

Pre game:

- Obtain scoresheet from league director or home team manager
- Make sure the home and away rosters are filled out with players correct numbers, confirm with team manager or coach if needed (DO THIS BEFORE THE START OF THE GAME)
- Make sure coaches sign scoresheet (this serves as them verifying the roster)
- **During warm ups, assure that the players on the ice are the players on the score sheet by taking roll (circling or checking off numbers as well as taking a physical count of players on the ice)**

During game:

- Write legibly
- Writing goals and penalties in the designated places on the scoresheets with the time reflecting the time remaining in the period (aka what is shown when you stop the clock)
- Goals: record period number, time of the goal, player number for the goal and assists as well as type of goal scored (BE SURE THE NUMBER OF THE PLAYER IS LISTED ON THE ROSTER, if not, alert the on-ice official)
- Penalties: Period number, player number, offense, length of penalty, as well as time off the ice, the actual start of the penalty and time the penalty expires. If a 10 minute or coincidental penalty expires, you should record the time the penalty would be over, not the time they return to the ice at a stoppage of play
- Goalkeeping stats: make sure to record starting goal number and then record EACH period the shots against as well as the shots saved in the appropriate columns

End of game:

- Ensure all information is filled in (scoring summary and goalie stats)
- Cross out remaining boxes
- Be sure the officials review the scoresheet and that they SIGN IT! *Do not leave before the officials are off the ice*
- Legibly fill in your name and the names of ALL of the officials working the game
- Turn scoresheet back into league director or home team manager

MOST IMPORTANT----->>>> A pdf (not picture) of each complete score sheet must be emailed upon the conclusion of each game. Please change the document name to "**Rink Name, Game Date, Start Time**", click share, select email, enter ahrascoresheets@gmail.com, and press send. Please try to have the referee signature prior to the picture, but we understand that there may be some exceptions. If there is a game write up required by the referee, complete everything that you can and email the sheet with a quick note that the referee needed to make a

report prior to signing. Please have the referee send you a copy of the write up after they are finished if you are unable to obtain it before leaving.

Announcing/playing music:

Announcing goals and penalties:

Along with recording goals and penalties, you are asked to announce the goals, assists, penalties along with other pertinent information as it pertains to the game. You can have any variation of goal and penalty announcements but here are a few examples that can be used as a guideline.

An example of announcing a goal is:

Announcer: "The Midtown Zebra goal at 13:12 of 1st period was scored by #7, Chris Miles, with an assist to #8, Bob Hayden. Miles from Hayden at 13:12."

An example of announcing a penalty is:

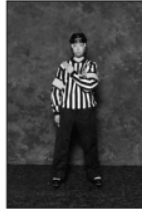
Announcer: "A minor penalty plus a misconduct was assessed to West Side player # 20, Jeff Marten, for checking from behind. Time of the penalty is 1:13 of the 2nd period. Marten, checking from behind at 1:13."

Please also play music during the beginning of the game, at stoppages and intermissions. This music should be age appropriate with no profanities or explicit content. Basically what you hear on the radio, would be appropriate to play during a game.

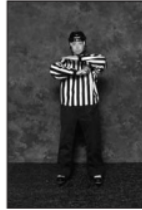
Penalty Signals:



Boarding



Body Checking



Butt-Ending



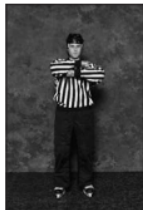
Elbowing



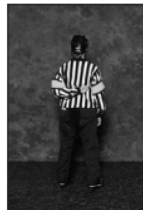
Fighting
(Roughing)



Goal Scored



Charging



Checking From
Behind



Hand Pass



Head Contact



High Sticking



Cross-Checking



Delayed Calling
Of Penalty



Delaying
The Game



Holding



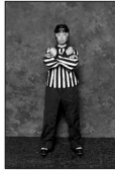
Holding The
Facemask



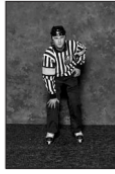
Hooking



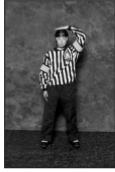
Icing



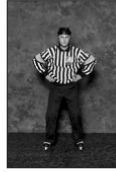
Interference



Kneeing



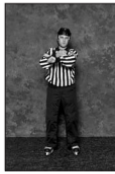
Match Penalty



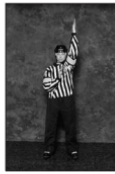
Misconduct



Penalty Shot



Slashing



Delayed (Slow)
Whistle



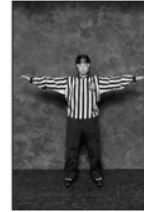
Spearing



Tripping



Time-out and
Unsportsmanlike
Conduct



Washout

Penalty situations:

Minor or Bench Minor Penalty — The player who committed the infraction will be ruled off the ice for two* minutes during which time no substitute will be permitted. A bench minor penalty is assessed to the team and not an individual player.

Major Penalties — More severe infractions that are considered injury potential. In this case, the offending player will serve five* minutes in the penalty bench and the team will skate shorthanded.

Misconduct Penalties — The offending player will be ruled off the ice for a period of ten* minutes, but a substitute will be allowed to take his place on the ice. Game Misconduct penalties require removal from the game and possibly additional suspensions.

Match Penalties — Are assessed when a deliberate injury or attempted injury to an opponent occurs. The offending player will be removed from the game and additional suspensions may result. The team will also be required to skate shorthanded for five* minutes.

COINCIDENTAL PENALTIES –Coincidental penalties occur any time player(s) from each team are assessed penalties of equal duration during the same stoppage of play. When coincidental penalties are assessed, immediate substitution for the penalized player(s) will occur on the ice. Penalties deemed to be coincidental do not appear on the game clock. The players who are serving coincident penalties will remain in the penalty bench until the first stoppage of play after their penalty has expired.

PENALTY TERMINATION -When a team is below the numerical strength of their opponent (shorthanded) as a result of a minor or bench minor penalty and a goal is scored against them, the first minor or bench minor penalty then being served is terminated. In order to determine which minor penalty, if any, caused the team to be shorthanded, follow the sequence detailed below. When a goal is scored against a team that is shorthanded the following applies: • If the only penalty currently being served is a major penalty, no penalties will terminate. A major penalty can never be terminated because a goal is scored. • A minor penalty will only terminate when a goal is scored if the team scored upon is below the numerical strength of the other team. In this case, the minor or bench minor penalty with the least amount of time remaining on the clock (the first minor or bench minor [non-coincident] assessed) is the penalty that terminates • When two or more minor penalties expire at the same time, the Captain/Coach shall choose which penalty terminates. Anytime a goal is scored when penalties are being served, the officials should ask themselves the following questions to determine which penalty (if any) terminates. 1. Was the team scored upon “shorthanded” at the time of the goal? 2. Is there at least one non-coincident minor or bench minor penalty being served by the team that was scored upon? If the officials answer yes to questions 1 and 2, then the player’s (first such minor or bench minor) penalty shall terminate as a result of the goal being scored. The following are examples of how we arrive at the termination of a penalty as a result of a goal being scored.

DELAYED PENALTIES Delayed penalties occur when a team has been assessed additional penalties when minor or major penalties are already being served by two different players. A team is entitled to have a minimum of three skaters plus a goalkeeper on the ice at all times. Therefore, when two non coincidental penalties are being served by different players on the same team and an additional penalty is assessed, the third penalty will not start until the first penalty has expired. If there is a fourth penalty, it cannot start until the second penalty has expired and so on. In this instance, the first player is not eligible to return to the ice (they are not entitled to an additional skater) until the next stoppage of play or until the next penalty expires and his/her team is entitled to another player on the ice. The general rule of thumb in these situations when penalties are expiring is the first player in will be the first player out.

If a situation or explanation is unclear, don’t hesitate to ask for clarification from the on-ice officials. The most common situations that tend to cause confusion are multiple penalty situations, delayed penalty situations and penalty termination as the result of a goal being scored. In each of these cases, if the official has not made the procedure clear or if you are unsure as to what should happen, ask the on-ice official(s) as soon as possible.

Support your on-ice teammates by offering your version of any incident, only when asked. Report any misconduct in the penalty bench area at the next stoppage of play and be specific when describing the incident. Avoid questioning an official’s judgment or showing displeasure with a particular call. If you feel the official is misapplying a rule (for example: terminating the wrong penalty as a result of a goal being scored), discreetly bring the discrepancy to the official’s attention. Questioning the official in a more direct manner or pointing out that the official is wrong will only put the official on the defensive and give the impression that you are not supporting his/her decision. • Be courteous and professional at all times. Respect the final decisions of the on-ice officials.

Scoreboards/clocks:

OCEANSIDE, ARCADIA AND GILA RIVER CLOCK

[Scoreboard operation manual](#)

[Scoreboard operation video](#)

To set main clock

Enter time example - 1500 for 15:00

Enter

ENTERING GOALS ADDING GOALS:

- Push +1

SET GOALS

- Push score
- Enter number
- Push enter

ENTERING PENALTIES

- Player Penalty
- Enter
- Enter player number
- Enter
- If it's a 2 minute penalty hit enter again If it's anything else enter the time
- Enter

CLEARING A PENALTY

Push Players Penalty button

- Use arrow to find the penalty you want to clear
- Press Clear No
- Press Enter

Coyotes Community Ice Center

[Video operation](#)

7.2 LL-1904: Codes 62,63

Team Keys

<SCORE>

Edits the team score

<SCORE+1>

Increases the team score by one

<PENALTY>

Turns on the team penalty indicator

<PLAYER•PENALTY>

Assigns a player penalty time. There are six memory slots for player penalty times. The first available penalty slot will be shown on the LCD. The up/down arrow keys can be used to scroll through the penalty memory. Press <ENTER> to edit the selected player's penalty time. Enter the player number and press <ENTER>, then enter the penalty time and press <ENTER>.

<SHOTS ON GOAL+1>

Increases the number of shots on goal by one

<SHOTS ON GOAL>

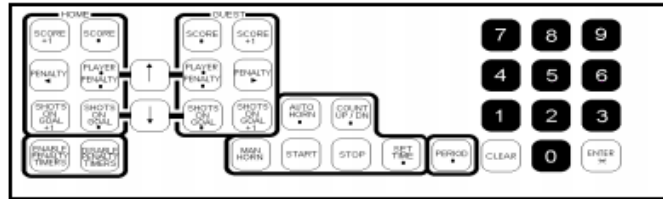
Edits the number of shots on goal

Game Keys

<PERIOD>

Edits the period

<ENABLE PENALTY TIMERS>



Start the penalty clocks
 <DISABLE PENALTY TIMERS>
 Stops the penalty clocks

[Video on operation](#)
[Second Video operation](#)
[Scoreboard operation manual](#)

ENTERING TIME

Set Time then length of warm up or period

– You must enter colon

- • Then Yes enter period number

ADDING GOALS

- press Home/Guest Score, • Enter number, press yes

Set PENALTIES

- Press set then Home/Guest PNLTY, • Enter time - Plus the colon, • Yes, • Entering player number – must be a two digit number, • Yes

<https://www.youtube.com/watch?v=ft0JMuf0pUk>

New game set up - operating instruction (sequence)

NEW GAME

CLEAR

New Game: Push CLEAR Or + to change Sport

Timer Direction? D Pegg 0-Up OL 1-Down Period # 1

1' (for Down) then proceed as for PERIOD below

PERIOD

ENTER ENTER ENTER

Period # 1 Correct & push ENTER Period mins 15 (or as selected) Period mins 15:00 Game Timer 15:00.00

TIMER RUN/TIMER HOLD

(Timer starts or stops)

SCORE

These two keys are now 'instant action'. The score for the selected team is immediately increased by

1. Correcting score: RECALL, SCORE (Enter corrected score, c.g. ENTER

(To enter a new penalty) PENALTY (Home or Guest)

Penalty ENTER H-Player Number 00 (Player No. eg. 25) ENTER

H-Penalty Time 0 "2[for 2 min.), ENTER, H-Penalty Time 2:00 (penalty secs if not zero), ENTER (penalty displayed)

(To cancel a penalty after a power-play goal) RECALL, PENALTY (Home Or Guest), CLEAR, ENTER (penalty disappears)

AZ ICE GILBERT, AZ ICE PEORIA AND ICE DEN CHANDLER

[Video on operation](#)

[Scoreboard operating instructions](#)

START WHERE TURNED OFF LAST? If a power failure happens during a game, press YES to resume from the point the power failed. The control can detect when power is failing and save the current data. (If the time was running when the power failed it will continue running as soon as power is restored).
NOTE: Intended for recovery from a power failure only. To start a new game, enter the model code or go to a bookmark.

ENTER YOUR MODEL CODE: Enter the 3 character model code located near the top center of the overlay. The name of the Sport [HOCKEY] will be displayed briefly.

For AZ ICE Gilbert

The control will ask "DO YOU WANT TO OPERATE WIRELESS?"

If you answer YES: The control will prompt [SELECT A GROUP] then display the first group that is set up in the control. Press no for both scoreboards, press yes for board #1 (north pole) or yes for board #2 (south pole)

The control will ask "DO YOU WANT TO USE PENALTY TIME OUT?" Press YES if you want to be able to pause the penalty timers while the main time runs.

ENTERING TIME

Set Time then length of warm up or period, Yes, enter period number.

ADDING GOALS and Shots on Goal

- Press Home/Guest Score/shot, • Enter number, press yes

Set PENALTIES

- Press set then Home/Guest PNLTY, -> Enter time, -> Yes, -> Entering player number – must be a two digit number then it will be on the penalty clock (don't need to press YES)