

MMHA OFFICIAL TIMEKEEPER GUIDELINES

Thank you for volunteering as a timekeeper with the Milton Minor Hockey Association! Timekeeping can be a fun and engaging position, but at the same time you are an **off-ice official** and as such you expected to act in a professional manner at all times.

The following outlines the standard of conduct expected of anyone acting as an off-ice official within the MMHA. These guidelines exist to ensure that timekeepers are acting in professional manner at all times.

GENERAL GUIDELINES

- 1) You are an off-ice official. In other words, you are part of the officiating crew which consists of on-ice officials (referees/linespeople) as well. As such, you are expected to remain neutral to both teams during any game, just as the on-ice officials would. This means:
 - **NO** cheering for your team! **DO NOT** bang on the glass/boards or yell at anyone on the ice!
 - **NEVER** criticize/dispute the call of a referee or linesperson.
 - **NEVER** act in a disrespectful manner towards penalized players.

These are just a few points, but any unneutral or partisan behaviour would fall under this guideline.

- 2) You are the timekeeper, not the referee! If a player comes to the penalty bench criticizing the call(s) of the referee, **DO NOT ENGAGE! NEVER** attempt to explain a particular ruling to a player. This is the responsibility of the on-ice officials.
- 3) If a player, coach, or parent/spectator requests to see a referee's report, **THE ANSWER IS NO!** Game/incident reports are only to be seen by officials.
- 4) The MMHA and OMHA have zero tolerance for any form of maltreatment. If a player, coach, or parent/spectator is acting in a disrespectful, abusive, or unsportsmanlike manner towards you, **DO NOT ENGAGE!** Inform the referee right away and they will be dealt with appropriately.
- 5) **NEVER** allow others into the box who shouldn't be there, such as friends. Only you and one or two other timekeepers are permitted. Remember, you are doing a job! You want to avoid distractions as much as possible.
- 6) In high scoring games:
 - **NEVER** display more than a five-goal spread on the scoreboard, especially with younger age groups. This is to avoid offending a team that is losing by a lot.
 - **DO NOT** run the clock unless the referee tells you to do so. This is **NEVER** okay in rep games (excluding tournaments where a mercy rule may exist).
- 7) **ALWAYS KNOW WHAT YOU ARE DOING!** If you aren't sure of something, ask someone!

In addition, those with more experience are expected to mentor those with less experience. It's extremely important to ensure that those who are new to timekeeping are well trained and know what they are doing.

MUSIC GUIDELINES

Playing music is great idea to help bring atmosphere to the games and make them more fun! However, this must always be done in an appropriate manner as to avoid offending anyone or disturbing the flow of the game. The following guidelines apply in regard to playing music at games:

- 1) **NEVER** play explicit or otherwise inappropriate music at games. Always check the lyrics of any given song beforehand. If in doubt, **DON'T PLAY IT!** Remember, these are kids!
- 2) The volume must be kept at a reasonable level. **DO NOT** play music at a volume so loud as to disturb the game. As a general guideline, if you have your device set at full volume, you should keep the knob in the box set at about half to $\frac{3}{4}$ volume. If in doubt, ask the coach or someone in the stands how it sounds.
- 3) As a courtesy, please turn the music down in between periods and during timeouts.
- 4) As a sign of respect, please **PAUSE** the music if a player is hurt/injured and the trainer is on the ice.
- 5) **NEVER** play music during live play! Only play music during pregame, breaks, or during a stoppage in play. You must stop it as soon as the puck drops.
- 6) In high scoring games, avoid using any goal celebrations if there is more than a five-goal spread. Once again, this is to avoid offending a team that is losing by a lot of goals.

It is of the utmost importance that these rules be followed to ensure the professionalism of those acting as timekeepers. Once again, you are an official!

As such, violation of the above guidelines or any behaviour considered to be unprofessional will result in either a written warning or no longer being permitted to act as a timekeeper.

THANK YOU FOR YOUR UNDERSTANDING!

If you have questions about timekeeping or would like to request training, please contact:

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