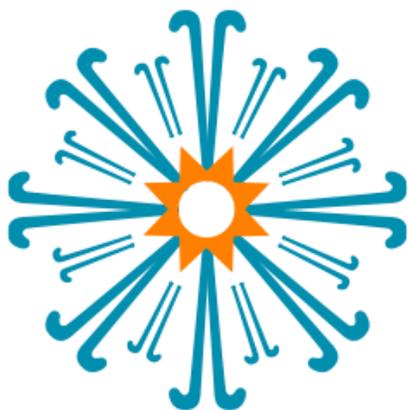




Presenting Sponsor:

**approach
clothing co.**



WINTER
ESCAPE
SHOWCASE



Umpire Information Package

January 15-17, 2021





Check – IN

MANDATORY

All Umpires must check- in 30 minutes before your first game at the designated Umpire Tent Please touch base with PAM HIXON!

The Schedule with ZEBRAWEB

MANDATORY

You will receive a “Welcome Letter” from Zebraweb
Please be sure to check that your email & cell phone information is correct

Umpire Meeting

MONDAY

Umpire Briefing Meeting:
Zoom Meeting: LINK WILL BE SENT TO YOU
Monday January 11th 8:00-9:00PM

Paperwork

MANDATORY

All NEW Umpires will be emailed links for: W9, ACH, and Background checks.

We will contact you if we need it!

Uniform

3 Step Sports will provide a short sleeve UMPIRE t-shirt that must be worn for all games. You can wear your own gear, if needed, under.

Umpire Parking

Please PRINT and use the attached parking sign to get you into the Reserved Parking area

Umpire Hospitality

DAILY!

Please join us in the Hospitality Area for food, snacks & drinks offered throughout the tournament.

Breakfast (Fr, Sa, Su)	8:30am – 10am
Lunch (Fr & Sa)	11:30am-1:pm
Dinner (Fr & Sat)	5:30pm-7pm

- Snacks and drinks available all day





Central Horn

3Step Sports Staff will be running a central horn

Please adhere to this for the start/stop of games and half-times

Format: 23/4/23

ALL games require a VIDEO line-up 2 minutes before game time- please assist the teams to make that happen. (10 minutes between games)

Travel Information

The Fields:

Boombah Sports Complex
3450 E Lake Mary Blvd.
Sanford, FL 32773

(407) 665-2050

Headquarters Hotel:

Marriott Orlando Lake Mary
1501 International Pkwy
Lake Mary, FL 32746

(407) 995-1100

Event Staff, Umpires & College Coaches

Visit Seminole County: What to do?



Seminole County has numerous attractions to see; from wildlife preserves and nature parks to beaches, theme parks, and shopping plazas!

Visit the Tournament Information Tab for more information on the region and making the most of your visit!





NFHCA Winter Escape Showcase Schedule

The schedule will be posted on our Tourney Machine App **NFHCA Winter Escape Showcase**

- Search the Tourney Machine App
- Search for FH event/FL
- Choose NFHCA Winter Escape Showcase

Tournament Structure

Guarantee: 5 games

- 50 minute games (2 x 23 min halves)
- 4 minute half time
- Team listed first wear LIGHT colors
- **Please assist teams to be ready for video Line-up 2 min. before game**



We look forward to hosting WES 2021. Our staff is fully prepared and ready to execute a safe event. It will require the cooperation and commitment of EVERYONE attending. Simply stated: WE NEED YOUR HELP!

Please be familiar with the guidelines below and share this with anyone attending.

These are **NON-NEGOTIABLES!** Clubs not following these protocols will forfeit the game and continued disregard of protocols will result in being removed from the Tournament completely.

HEALTH SCREENING

An email will be sent out to all participants from the 3Step Staff each morning for a self wellness check

ROSTERS & CHECK IN

Final Rosters due: Wednesday January 6, 2021 @ 2pm. UPDATES should be made in your Leagues Apps account

**** These will be FINAL- no adds can be made at check in. Only edits to your current players info E.G. Jersey #**

Team Check in is available Thursday from 2-8pm @ the fields ***Highly encouraged!** Or 1 hour before your first game

GAMES

Game Schedule in Tourney Machine: Search for Winter Escape Showcase

Format: 23 minute halves, 4 minute half- times

Warm-up: Teams playing next can be in the corners warming up. **FACE COVERINGS ON!**

- Do not arrive at your assigned game field more then 30 Minutes before your game time
- There is NO on-field warm-ups
- Video line-ups will occur 2 minutes before game time
- Debriefs need to happen away from bench areas but CAN be in the field area

Flow Of Traffic: Refer to attached for Field and Facility flow of traffic, essentially flow in a clockwise pattern

Face coverings MANDATED: Sidelines, bench, half- time, team meetings & warm-up for players AND Coaches

**** Face coverings during active play on the field are always encouraged but not mandated**

Tech table: There is hand sanitizer spray at every table- please use it!

Scores: NO touch score reporting. The field marshal will only verbally confirm the score with you

Umpires & Tech Table: You MUST socially distance if you are addressing either

Equipment: NO sharing of equipment. That includes corner masks. SUBS are allowed on corners

REMINDERS

No team tents and No tailgating in the parking lots



2021 Winter Escape UMPIRE DETAILS



EVENT INFORMATION:

Games: 10 GAME TOURNAMENT MINIMUM

1. Minimum games are guaranteed if **ALL** assigned games are accepted.
2. Provided there are no/limitations, block outs of availability or specific schedule requests

UMPIRE EXPERIENCE:

- **EXPERIENCED / RATED Umpires:** should have at least 2 years of officiating experience and must have a rating or license from one of the following: FIH, USAFH, HS Federation, State Affiliated License

UMPIRE SERVICES

- **Meals:** Breakfast, lunch & dinner at the field- specific site details will be included in the Umpire Information Package posted one week prior to the event
- **T- Shirt:** Umpire T- Shirt will serve as your tournament uniform
- **Fees:** \$150.00 travel allowance for Umpires that meet the "guarantee" requirements
- **Fees:** \$40.00/game for EXPERIENCED or RATED Umpires

UMPIRE ACCOMODATIONS:

- **Hotel Availability:** January 14, 15, 16, 2021
- Single-occupancy room and tax will be paid for by 3Step Sports.
- Double-occupancy can be requested and will be arranged by 3Step Sports

PAPERWORK:

- All Umpires are required to complete a **W9** and **Background Check for 2021**
- Umpire Information Packages, including event specific details will be posted and emailed one week before the event

Questions? Contact: **Pam Hixon**/413-256-4258/Pam@threestep.com



TOURNAMENT INFORMATION

The Shooting Star Staff

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3 STEP SPORTS



WINTER
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SHOWCASE



RULES GOVERNING TOURNAMENT



** NCAA RULES AND REGULATIONS that are in effect for play as of 09/19

MODIFICATIONS FOR NFHCA Winter Escape Showcase:

2 x 23 minute running time halves. Each game will start on the hour, Half-time will be 4 minutes. Central Horn & Umpire whistle used as master tournament timer.

At 50:00 of each hour, **ALL** players must line up facing video camera for **Video Line-up**.

Team Colors & Uniforms:

Team listed as the HOME team will wear LIGHT shirt and socks. Team listed as the AWAY team will wear DARK shirt and socks.

Players may wear reversible jerseys as long as their number is on both sides. 11v11: Less than 9 players in proper uniform at start of match = forfeit

All players under the age of 19 are required to wear a mouth guard correctly while participating on the field of play. Failure to do so is considered a misconduct and will result in the proper penalization.

All player and coach registration wristbands must be worn at all times and shown to umpire at the start of each game

Rules Governing Team/Player Eligibility and Behavior:

Max rosters of 18 players/2 coaches Only registered players for the **NFHCA WES** field hockey tournament and who meet the following requirements, may participate in tournament games:

Team divisions based on year of graduation: Class of 2021, Class of 2022, Class of 2023, Class of 2024, Open (Class 2021- 2024 Eligible)

Min of 12 players on the roster in the designated year of graduation

No more than 4 athletes on the roster outside the designated year of graduation. Athletes can play up with no restrictions

Athletes can only play a maximum of 1 year down.

No player may compete for, or be on a roster for, more than one team during the tournament. Only players on the approved roster at the time of registration are considered eligible to play for the team in which their name is on the roster.

Any team with a player in violation of these rules will forfeit the game that this player is known to have competed in.

Any player, fan or coach ejected from a game will be prohibited from competing in his/her team's next game.

Decisions on the field will be the final ruling.

Spectators will need to show respect to all Umpires, Players, Coaches & Staff. Bad behavior will not be tolerated. Should umpires or tournament directors deem that a spectator, player, or coach needs to be removed from the tournament site(s), **it will be the responsibility of the COACH from the offender's team to remove the offender from the site.**

Team Area & Substitutions

Team listed as the HOME team will sit at the bench and defend the goal to the RIGHT of their bench while facing the field. Team listed as the AWAY team will sit at the bench and defend the goal to the LEFT of their bench while facing the field. Each team's area is considered 5 yards away from the sideline between the 23m line and the

midfield line in front of the team's designated bench. Up to three coaches per team are allowed in the team's area but must not leave this area at any time. No equipment or unauthorized persons may be in the team area.

All players who are not on the pitch are substitutes on the team's bench. Substitutions on and off the pitch must be made from the side of the pitch where the team benches are located within 3 meters of the center of the pitch. Suspended coaches are strictly prohibited from being in the team areas and cannot participate in any kind of coaching activities until their suspension has been served.

Release and Waiver of Liability- ADDITIONAL PLAYERS

Team coaches must submit NEW players to rosters & hand in the Waiver to check-in 1 hour PRIOR to their team's first game.

RULES GOVERNING TOURNAMENT



Forfeits

If a game is forfeited, the opposing team earns a WIN,

A team will forfeit a game under the following circumstances:

- A team does not show up for a match
- A team declares forfeit
- A team arrives more than 5 minutes after the start of the match time
- A team does not have proper uniform qualifications and refuses/is unprepared to change
- A team has less than 9 players dressed in proper uniform after 5-minute grace period (11v11)
- An ineligible player participates in the game
- A suspended coach does not leave the game area within 1 minute of being suspended
- A suspended coach does not report to the tournament table within 5-minutes after the game and does not stop all team contact during the remainder of the game in which the suspension occurred
- A team refuses to play or removes their team from the field of play for any reason

Misconduct

Green and Yellow cards will be administered per the 2019 Rules of Hockey with no modification. Coaches/team personnel can earn a Green or Red Card, and the team will not play short for cards given to coaches/personnel.

Player Green or Yellow Card

- Suspended players must report to the technical bench and sit for the suspension duration
- If no technical person is available to monitor the suspension, the team coach is responsible for the player serving the full suspension.

Player Red Card

- Suspended player sits on their designated bench for the remainder of the match and the team must play short
- Suspended player is also suspended from the team's next game in that division. **If the player receives 2 red cards during the tournament, they are suspended from all play for the remainder of the tournament.**
- Suspended player must report to the tournament table within 5 minutes of the end of the game in which they were suspended and return their player wristband.

Coach Green Card

- Serve as a firm warning to the coach. The next card issued would be a Red Card Coach Red Card
- Coach must leave the playing area within 1 minute of receiving the red card and cannot have any contact with the team for the remainder of the match. A replacement coach is allowed.
- Coach tournament wrist band will be removed
- The team does not play short for a coach suspension
- If permanently suspended from a match, the coach is suspended from the team's next game in that division
- If the coach coaches multiple teams, the suspension is specific to the team that the coach received the suspension with

Red Cards Administrative Procedures

- Suspended players and coaches can return to the registration table after the team has completed its next game to receive a new tournament wristband. If applicable, a replacement coach can receive a temporary wristband for the team's next game
- Umpires will notify the Umpire Managers of any issued red cards immediately after the game in which they were given.

Appeals Procedure for Game Protests

- For questions or concerns, contact Ainslee Lamb at ainslee@threestep.com

Refund Policy

No refund of any kind will be issued for any team that registers and withdraws anytime on or after September 1st, 2019. No refunds will be issued if the tournament is shortened in part for any reason, including inclement weather or any other "Act of God."

No refund for any team that is removed from the tournament by the tournament director for using illegal players or behavior that requires the team to be removed from the tournament.

3Step Sports, LLC or its staff will not be responsible for any expenses incurred by any team, club or organization if the tournament is canceled in whole or in part.

RULES GOVERNING TOURNAMENT



Weather Policy

In the event of adverse weather or unplayable field conditions, the tournament director reserves the right to:

- Reduce game times in order to catch up with schedule.
- Finish games before inclement weather arrives.
- Reschedule games, if possible.
- Cancel games if necessary- Scores will stand as is when the game was deemed completed

Every attempt will be made to update cancellations on the website. However, weather conditions can change rapidly and all teams should be prepared to play as soon as weather and fields are playable. Updates will be announced on Twitter @shootingstarfh and @NFHCA and on the **Tourney Machine APP**

No refunds will be granted if these actions are necessary.

Thunder/Lightning Policy

If thunder or lightning is observed play will be suspended immediately and players and fans will be asked to leave the fields to return to cars & seek shelter.

Play will be allowed to resume 30 minutes after the last sound of thunder or sighting of lightning is observed which the tournament medical staff will determine. Every attempt will be made to begin subsequent games on time. Subsequent games will begin immediately after preceding games. These games may consist of one 30 minute running time period until games are back on schedule. Once games are back on schedule they will revert to “normal” tournament game time procedures. For up to date schedule changes, use the Tourney Machine APP & twitter @shootingstarfh.@NFHCA

Transgender Athletes Policy

** Implement the NCAA Policies

The following policies clarify participation of transgender student-athletes undergoing hormonal treatment for gender transition:

- 1.A trans male (FTM) student-athlete who has received a medical exception for treatment with testosterone for diagnosed Gender Identity Disorder or gender dysphoria and/or Transsexualism, for purposes of NCAA competition may compete on a men’s team, but is no longer eligible to compete on a women’s team without changing that team status to a mixed team.
- 2.A trans female (MTF) student-athlete being treated with testosterone suppression medication for Gender Identity Disorder or gender dysphoria and/or Transsexualism, for the purposes of NCAA competition may continue to compete on a men’s team but may not compete on a women’s team without changing it to a mixed team status until completing one calendar year of testosterone suppression treatment.⁸

Any transgender student-athlete who is not taking hormone treatment related to gender transition may participate in sex- separated sports activities in accordance with his or her assigned birth gender.

i A trans male (FTM) student-athlete who is not taking testosterone related to gender transition may participate on a men’s or women’s team.

ii A trans female (MTF) transgender student-athlete who is not taking hormone treatments related to gender transition may not compete on a women’s team.

“NCAA policy.” http://www.ncaa.org/sites/default/files/Transgender_Handbook_2011_Final.pdf.

“USA Field Hockey - Features, Events, Results.” *Team USA*, www.teamusa.org/usa-field-hockey. “National Field Hockey

Coaches Association.” *National Field Hockey Coaches Association*, nfhca.org/

PLEASE PRINT for ADMISSION to the RESERVED PARKING AREAS

PARKING PASS



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UMPIRES