

## NCJLA Game Scheduling Process - Boys and Girls

*Updated 12.10.2018*

Welcome to the 2019 season! The scheduling process for 2019 will kick off on December 15, 2018 at the NCJLA scheduling meeting at the Head Royce School, Oakland. It is important to not begin any game scheduling until December 15<sup>th</sup> when conferences have been finalized. Scheduling early may result in unnecessary extra work. The primary goal of the scheduling meeting is for the club schedulers to end their day with 60-70% of their schedules complete with the focus being the completion of conference game scheduling. The scheduling meeting is for youth divisions, though this year high school schedulers may attend as well. The meeting will be held at the following location and times:

**Head Royce School, Gymnasium**  
**4315 Lincoln Ave, Oakland, CA 94602**

*Please arrive 15 minutes early to check in.*

Girls Scheduling Starting with Conferences	<b>Conference Scheduling</b> 9 AM-10:45AM <ul style="list-style-type: none"><li>All together in Gym</li><li>Conference map at entrance to the gym</li></ul>	<b>Out-of-Conference Scheduling</b> 10:45 AM-12:00 PM <ul style="list-style-type: none"><li>All together in Gym</li></ul>
Boys Scheduling Starting with conferences	<b>Conference Scheduling</b> 12:30 PM – 2:00 PM <ul style="list-style-type: none"><li>All together in Gym</li><li>Conference map at entrance to the gym</li></ul>	<b>Out-of-Conference Scheduling</b> 2:00 PM-3:30 PM <ul style="list-style-type: none"><li>All together in Gym</li></ul>
Conference games must be scheduled first. Non-conference games will be scheduled after conference games are set.		

### Key Scheduling Dates to Remember:

- Tues, Nov 27<sup>th</sup>, 12-1pm or 7-8pm; Schedulers Virtual Training, RSVP for log in
- Wed, Nov 28<sup>th</sup>, 12-1pm or 7-8pm; Schedulers Virtual Training, RSVP for log in
- Thurs, Dec 6<sup>th</sup>, 6pm, A & HS Boys & Girls Online Scheduling, Host date submissions begin
- Fri, Dec 7<sup>th</sup>, 11pm, Team Registration Closes
- Wed, Dec 12<sup>th</sup>, 6pm Conferences Announced
  - 6:30PM A & HS Boys Online Scheduling Opens
  - 7:00 PM A & HS Boys Online Scheduling Opens
- Thur, Dec 13<sup>th</sup>, 4:30-8:30pm Sac region schedulers meeting, Martha Riley Library, Roseville
- Fri Dec 14<sup>th</sup>, Conferences Locked
- Sat, Dec 15<sup>th</sup>, Scheduling begins with NCJLA sponsored scheduling meeting
- Mon, Dec 17<sup>th</sup>, Online game submission opens
- Sun, Jan 20<sup>th</sup>, Final day to input **Boys and Girls** schedules into the NCJLA website
- Feb 2nd**, Boys and Girls 8U & 10UB Jamboree Schedules posted

### Schedulers:

- Please bring the NCJLA Scheduling Appendix to the scheduling meetings. This document contains important black-out dates and division qualifications for end of season events for both the boys and girls divisions.
- A list of your club's host dates. Do not schedule games unless you have a field for that day.
- Know your team's **Strength Score** from team registration process.

4. Make sure you have all of your teams' black out dates, scheduling goals, and travel requirements. It's a good idea to bring the 2018 schedule with you as a point of reference for teams you owe travel.
5. Schedule games on grass fields as late in the season as possible OR have a backup turf field available.
6. Home team inputs all games into the NCJLA website. In the event that you have scheduled a round robin where your club is hosting two other teams, please make sure that one team is designated as "home" and the other as a "Home-visitor". See NCJLA website for instruction on [Entering Game Schedules](#) and [Confirming Game Schedules](#).
7. A password protected list of club schedulers can be found on the NCJLA website under the Club Administrator tab. The NCJLA webmaster will e-mail schedulers a password to use to access the contact information for each team's scheduler by 12/17/2018.
8. Schedulers will be able to access the game scheduling feature of the NCJLA website by 12/17/18 as well.

**Additional Resources:**

[2019 Boys Scheduling Appendix](#)

[2019 Girls Scheduling Appendix](#)

NCJLA Youth Lacrosse YouTube Channel: [NCJLA Scheduling Tutorial Video](#)

[2019 A & HS Boys & Girls Online Scheduling Explanation Sheet](#) (see Club Administrators tab on [www.ncjla.org](http://www.ncjla.org))

**Boys and Girls Officials Considerations:**

- Games must be scheduled continuously
- Keep boys blocks separate from girls blocks, not intermingled.
- Schedule in blocks of youth vs. high school, best to schedule in blocks of teams close in age level.
  - For example, schedule B12UA, then B14UB, then G14UB.
- Don't schedule 8U games (no officials) in between older teams' games.
- If a team is going to play more than one game in a day at the same location, there should be no more than 20 minutes of down time for the officials between games.
  - Clubs are encouraged to schedule another game from the same gender in between the first and second game to accommodate longer breaks for the players (example 14UB, 12UB, 14UB).

**For scheduling blocks of games please use the following guide:**

Game Scheduling Time Blocks				
GHS	G14U A and B	G12U A and B	G10U	G8U
1 hr 30 min	1 hr 30 min	1 hr 15 min	1 hr	45 min
BHS	B14U	B12U	B10U	B8U
1 hr 40 min	1 hr 30 min	1 hr 30 min	1 hr	45 min

**Key Terms:**

1. *Conference*- teams within a division that are grouped in a certain geographical area. Conferences may have as few as 6 and as many as 12 teams.
2. *Divisions*- All teams at a particular age (8U-HS) and competitive level of play ('rookie', 'veteran', & 'A').
3. *Non-Conference*- A game played between teams of two different conferences. Also referred to as *out-of-conference*.
4. *Non-Divisional*- A game played between two teams of differing competitive levels. Teams from an older age level may not play teams from a younger age level. Please note that when non-divisional games are played the less competitive rules must be used.

5. *Black Out dates*- Dates that teams are not allowed to schedule play.