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CLUB TEAM Information Package

February 1-2, 2025



TEAM Check List



WEBSITE @ www.performancesportevents.com

Tournaments/Shooting Star Indoor Whiteout
Team page with all the critical information and updates- PLEASE CHECK!



Tournament App- TOURNEY MACHINE

All players, parents & coaches should install this App for up-to-date scores, standings and schedule. Search for the Shooting Star- Indoor Whiteout



Check the Schedule for travel plans

Composite schedule is online and available on Tourney Machine



Book Hotel

Shooting Star is STAY TO SAVE - We recommend Team Travel Source (TTS)
LINK is on the Tournament webpage

For questions or assistance with booking, please reach out to
fieldhockey@teamtravelsource.com or text/call us at **502.354.9103**.



Team Rosters **DUE January 25th**

INVITE your athletes from the League Apps Dashboard
We encourage committed athletes to identify themselves as COMMITTED on
NFHCARecruits



Player & Coach Waivers **ONLINE**

These will be done automatically when the players and coaches accept
your invitation through League Apps!



Update Schedules & Results

All results and schedule updates will be posted in Tourney Machine
A team representative **MUST** check and **SIGN** the scorecard at the end of each
game to ensure the score and result is correct.
Tourney Machine is for players, coaches & parents to follow schedules & results!



All Coaches/Managers must check in their team

Team check in is **REQUIRED** 30 minutes before the first game of the tournament!
Look for us at the entrance!



Inviting Players to Teams in LeagueApps

Navigate to [PSE LEAGUE APPS](#) in a web browser.

Log in with your LeagueApps credentials. Your username is your email address and your password can be found in your initial LeagueApps member email. If you forget your password, click "Forgot your password?" Under **My Staff Assignments** you should see your registration including the *Program* (i.e. NFHCA Winter Escape Showcase) and your *Team* (i.e. Blue Storm).

a. Next to your *Team* name, click the link to "Invite Players"

On the "Invite parents to register their kids" screen, follow the instructions to send player invites. Note that the email addresses should be for parents.

SEND THIS EMAIL INVITE TO THE PARENTS EMAIL!

** They create the "parent account" and then they will input the players info!

On delivery of your team invitations, players will register through LeagueApps and will appear on your Roster.

If players are having trouble logging in because it says their email is already in use:

Use the dashboard link above and have them log-in and accept their invite there.

If that still doesn't work, click "Forgot password?" because the email exists in the site they will receive information to re-set their password.

STEP 1:

Log In

STEP 2:

My Staff Assignments

PROGRAM	TEAM	ROLE	STATUS	ALERTS
NFHCA Winter Escape Showcase '20 Class of 2020 Begins Jan 17 '20	Test Team Invite Players	Coach/Admin	PRIMARY SPOT PENDING DUES NOT PAID Paid: \$0.00 Owe: \$1,515.00 Edit Registration Settings	You owe program dues; please pay now. You have 29 min 51 sec to complete payment before registration gets invalidated! You haven't yet accepted program waiver, accept waiver.

STEP 3:

IMPORTANT!

Players should use the SAME email they have or will sign up for Recruit Spot with! Those PLAYER emails need to match!



PRE- ARRIVAL INFORMATION

Hotel Information

Shooting Star Tournaments are STAY TO SAVE!



We recommend: **Team Travel Source (TTS)**

Lowest Available Room Rates: View Hotels and Book Online Book by Phone:
502.354.9103.

Email: fieldhockey@teamtravelsource.com for Hotel support

Travel Information



GAME On Fitchburg

*100 Game On Way
Fitchburg, MA 01420*

GAME On Concessions:

RESTURANT BAR & GRILL – Sit down and enjoy
CourtSide Café – To Go Items available

**NO OUTSIDE FOOD AND DRINK
PERMITTED**

PARKING FEE

GAME ON will have a daily (\$10) or weekend fee (\$15) for parking.

Please pay at the front desk or kiosk prior to leaving.



PRE- ARRIVAL INFORMATION

Rosters

DUE Jan 25th

Please submit your ROSTERS through PlayerFirst by Jan 25th

Encourage committed players to identify themselves

Roster Sizes & Eligible Athletes-

Max of 12 athletes/2 coaches on bench

Age Eligibility – Determined by age as of August 1st, 2024

Waivers

THROUGH LEAGUEAPPS

When your players accept their invitation to the team roster through League Apps, they will automatically complete the waiver.

EACH Athlete will need to sign a new waiver for every PSE event.

Player Profiles and Updates

All rosters will be submitted for the College Coaches

Players can use LEAGUEAPP profile to update their profile information after January 25th.

Players can also update their commitment status in their NFHCAREcruits profile.

Tournament Structure

Guarantee: 5 games

- 42 Minute games (2x20 min halves, 2-minute half time)

***** UMPIRES WILL SWITCH ENDS so Teams can have an adequate halftime and don't need to move corner equipment ****

Team listed as the HOME team will wear LIGHT shirt and socks and sit on the bench to the right facing the court.

Team listed as the AWAY team will wear DARK shirt and socks and will sit on the bench to the left facing the court.

NO ON COURT WARMUPS ARE ALLOWED before games



TOURNAMENT INFORMATION

Check- In

Every Team must check- in 30 minutes prior to their first game on Saturday.

Team Check in is at the entrance of the facility and there will be registration flags & signs!

At Check – in we will:

- Confirm Rosters
- Issue player and staff wristbands that must be worn for all games
- Issue participant gift

Scorecards & Results

EACH GAME

At the conclusion of every game the field marshal will have the coaches from both teams and the umpires confirm the scorecard.

COACHES will SIGN THE SCORE CARD

This scorecard will be the official result for that match.

*** All coaches must make sure to check that the score is correct prior to signing and confirming the card.***

Immediately following the card being signed, the score will be submitted to the Shooting Star staff and posted on the Tourney Machine App.

Standings

The following criteria will be used for standings

Win = 3 points

Tie = 1 point

Loss = 0 points *Forfeited games result in a 3-0 Loss

Shoot outs:

- Crossovers and placement only
- Sudden victory until there is a winner

Tie breaker criteria for placing ONLY if necessary:

- Total Points
- Head-to-head
- Goal differential = Goals for – Goals Allowed:
No more than a 10 goals difference will count towards differential Example: 12 – 0 actual score would mean goal difference = max 10 goals
- Goals Allowed
- If still tied – whichever team has a higher goal differential versus the next highest ranked team will win tie breaker
 - Continue above procedure sequentially until a no more teams are available to compare within the Pool
- If still tied – COIN TOSS



TOURNAMENT INFORMATION

Club Coach Hospitality

DAILY!

Please join us in the Hospitality area for meals offered throughout the tournament.

- | | |
|----------------------|----------------|
| Breakfast (Sat, Sun) | 8am – 10am |
| Lunch (Sat, Sun) | 11:30am-1:30pm |
| Dinner (Sat) | 5pm-7pm |
- Snacks and drinks available all day in Hospitality

TOURNEY MACHINE

All players, parents & coaches should use this App for scores, standings and schedule.

- Search the Tourney Machine App
- Search for FH event/MA
- Choose Shooting Star Indoor Whiteout

College Coaches in Attendance

Invitations have been sent to ALL college coaches. We will continue to update the list for you and your players to reference. This is available on the website. College coaches can RSVP for in-person or virtual attendance.

For the college coaches we provide the following:

- ✓ Breakfast, lunch & dinner at the court
- ✓ Negotiated room rates/blocks at our host hotel
- ✓ Folding Chairs



Medical

There will be a marked medical tent on the court
The location of the tent is on the facility map
The medical tent is also marked with an RED Medical flag
Athletic trainers are available to assist with injuries that occur at the Shooting Star Tournament.

Emergency Procedures

In case of emergency the Athletic Trainers or Shooting Star, staff will blow three short blasts with the air horns.
All Games should immediately stop.
All players, staff and spectators should exit the dome and seek shelter in their cars.
Please refer to the Policy & Procedures guide for cancelled games.

Policies, Rules & Regulations

Please refer to the Policies, Rules and Regulations for details specific to Indoor

Social Media



@perfsportevents



@perfsportevents



Performance Sport Events



TOURNAMENT INFORMATION

The Shooting Star Staff

Ainslee Lamb

CEO, Performance Sport Events

College Coach Contact

Ainslee.lamb@performancesportevent.com

857.233.3618

Sam Carlino

COO, Director of National Events and Showcase, Performance Sport Events

Club Team Contact, Team Registration, Rosters, & Special Events

Sam.carlino@performancesportevents.com

484.678.8340

Meg Cutherbertson (Bozek)

CSO, Vice President of Finance, Performance Sport Events

Meg.cutherbertson@performancesportevents.com

914.539.2747

Indoor Rules & Regulations

Unless otherwise noted, the rules of all indoor College Connection & Shooting Star events will be as stated in the 2025 Rules of Indoor Hockey published by the International Hockey Federation (FIH) effective January 1, 2025.

Shooting Star modifications to the Rules of Indoor Hockey and the following tournament rules will be enforced. Failure to comply with any of the rules as outlined will be cause for the match to be declared a forfeit.



TOURNAMENT INFORMATION

Policies, Rules & Regulations – ATTACHMENT B

Rules Governing Games: MODIFICATIONS FOR SHOOTING STAR INDOOR:

2 x 20-minute running time halves

Games start every 45 minutes

Central Horn used as tournament timer

Half-time will be 2 minutes from Central Horn

– Central Horn will be used for all stop/starts (including start of 2nd half)

ALL players must line up facing video camera

Video Line-up: Umpire's whistle for 2 minute

Central Horn & Umpire's whistle starts game after video line up

Rule Modifications

Field players of the same team have the choice of shorts or kilt/skirt if the shorts/kilt/skirt are of the same color and similar design/trim and cut

Roster Size

6 vs 6 Max of 12 players/2 coaches

** coaches may rotate who is on the bench area but a max of 2 at a time **

Playing Format

Pool Play, Cross-over, and Placement

Placement Points: Win = 3, Tie = 1, Loss = 0

Tie breaker criteria for placing **ONLY** if necessary:

- Total Points

- Head-to-head

- Goal differential = Goals for – Goals Allowed:

No more than a 10 goals difference will count towards differential Example: 12 – 0 actual score would mean goal difference = max 10 goals

- Goals Allowed

- If still tied – whichever team has a higher goal differential versus the next highest ranked team will win tie breaker

- Continue above procedure sequentially until a no more teams are available to compare within the Pool

- If still tied – COIN TOSS

Cards:

Green card – 1 minute suspension

Yellow card – 2 minute suspension

Shoot Outs:

Pool games – no shoot out, Tie = 1 point

Crossover and placement games –

• Shootout will happen directly following the end of game

• FIH Rules

• SUDDEN VICTORY –

• each team will select 1 player to take the shootout

• We will continue with sudden victory until there is a winner

Rules & Regulations



Rules Governing Games: FIH RULES AND REGULATIONS that are in effect for play will apply.

Shooting Star Rules Modifications:

- 1) Field players of the same team have the choice of shorts or kilt/skirt if the shorts/kilt/skirt are of the same color and similar design/trim and cut.
- 2) Game Timing: General time structure below. Please see specific Tournament Timing.
 - Halves: 2 x 25 minutes running time, half-time will be 4 minutes.
 - Quarters: 4 x 10-minute quarters, 2 minute between 1st/2nd and 3rd/4th, half-time will be 4 minutes
- 3) Goalkeeper – RECOMMENDED Throat Protector and Mouth Guard
- 4) Field Player – REQUIRED Shin Guards and Mouth Guard
- 5) Cage Goggle – Permitted. All other face protection for extenuating circumstances must be cleared with Tournament Director.

General Rules: 11v11 Format

Central Horn & Umpire whistle used as master tournament timer.

Video Line up is required 2 minutes before the start time of games.

General Rules: 7v7 Format

6 field players & 1 goalie at all times, no extra field player for the GK is allowed

Teams are permitted to wear reversible pinnies, #'s are encouraged but not mandated

Corners Played: Corners defended with 4 field players + the goalie.

Roster Size:

11 vs 11 Max of 18 players/2 coaches

7 vs 7 Max of 12 players/2 coaches

** coaches may rotate who is on the bench area but a max of 2 at a time **

Rules Governing Team/Player Eligibility: **AGE AS OF AUGUST 1, 2024 @ 12:01am

Only registered players for the SHOOTING STAR field hockey tournament and who agree to the following, may participate in tournament games:

- Players may play “up” in age division but may NOT play “down.”
 - No player may compete for, or be on a roster for, more than one team during the tournament.
 - Exception: Goalkeepers are allowed to double roster. Must be pre-communicated prior to game time in writing to director
- Any team with a player in violation of these rules will forfeit the game that this player is known to have competed in without expressed written consent from the Shooting Star Staff.

Team Color, Bench and Substitutions:

Team listed as the HOME team will wear LIGHT shirt and socks and will sit at the bench and defend the goal to the RIGHT of their bench as per facing the field.

Team listed as the AWAY team will wear DARK shirt and socks and will sit at the bench and defend the goal to the LEFT of their bench as per facing the field.

Up to two coaches per team are allowed in the team’s area.

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

Waivers were done automatically during registration or through team invitations on PlayerFirst.

Rules Governing Scoring and Point System:

Points awarded: 3 = Win 1= Tie 0= Loss ** Any game forfeited during the tournament results in a 0-3 loss

Tie breaker criteria for placing if necessary:

- Total Points
- Head-to-head
- Goal differential = Goals for – Goals Allowed: **No more than an 8 goals difference will count towards differential Example: 12 – 0 actual score would mean goal difference = max 8 goals**
- Goals Allowed
- If still tied – whichever team has a higher goal differential versus the next highest ranked team will win tie breaker.
- Continue above procedure sequentially until a no more teams are available to compare within the Pool.
- If still tied – CO-Champions



Scoring & Score Reporting

Each field will be assigned a Field Marshal. They will record the final score and record any issued cards on a scorecard

At the end of each game **both umpires and team coaches will sign** final score and any issued cards

Any challenges must be made immediately following the game with the Umpires, opposing Coach and Field Marshal at that field.

Once the scorecard is confirmed and signed by all parties, the score is considered final.

Forfeits

If a game is forfeited, the opposing team earns a 3-0 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 minutes grace period (11v11)

A team has less than 4 players dressed in proper uniform after 5 minutes grace period (7v7)

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

Appeals Procedure for Score Reporting Protests

Teams are granted one challenge per tournament for the sole purpose of requesting a review of a posted score.

If the score is posted wrongly, the results will be updated correctly and the team keeps their one challenge to be used later in the tournament, if needed.

If the score posted reflects the score on the official scorecard that the team is challenging, and that score is confirmed, the team will lose its challenge and is not able to challenge results for the remainder of the tournament

Both teams will be consulted prior to any updates or changes

For challenge questions or concerns, contact tournament director. Ainslee Lamb at ainslee@threestep.com or Sam Carlino at

sam.carlino@threestep.com.

Rules Governing Misconduct:

Removal from the Game, Site or Tournament

Any disrespectful behavior toward umpire or other tournament personnel, will result in expulsion for the remainder of the tournament.

Spectators will need to show respect to all Umpires, Players, Coaches & Staff. Bad behavior will not be tolerated.

Should umpires, umpire managers, 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.**

Delayed departure from the game, site or tournament will result in a game forfeit for the team that the spectator, player or coach is affiliated with

Game Cards

Green and Yellow cards will be administered per the Rules of Hockey with no modification.

Coaches/team personnel can earn a Green or Red Card, the team will not play short for cards given the coaches/team personnel.

Player Green or Yellow Card

- Suspended players must report to the technical bench and sit for the suspension duration and the team plays short for the duration of the card
- If no technical person is available to monitor the suspension, the team coach is responsible for the player serving the full suspension. Allocated time will be communicated by the field umpires

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, the team does not play short in that subsequent game

If the player receives 2 red cards during the tournament, they are suspended from all play for the remainder of the tournament



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.

The team does not play short for a coach suspension

The coach is suspended from the team's next game in that division

If the coach is on staff for multiple teams, the suspension is specific to the team that the coach received the suspension with

If the coach receives 2 red cards during the tournament, they are suspended from all play for the remainder of the tournament

Red Card Administrative Procedures

Suspended players and coaches must report to the tournament table within 5 minutes of the end of the game in which they were suspended and return their player or coach wristband

If applicable, a replacement coach can receive a temporary wristband for the team's next game

Suspended players and coaches can return to the tournament table after the team has completed its next game to receive a new tournament wristband.

Umpires will notify the Umpire Managers of any issued red cards immediately after the game in which they were given and all cards are recorded on the official scorecard

Appeals Procedure for Misconduct Protests

Players and Coaches have an opportunity to challenge red cards only. Any appeal must be received in writing 10 days after the completion of the tournament, submitted to the 3Step Sports, LLC: Ainslee Lamb and Sam Carlino at ainslee.lamb@threestep.com and sam.carlino@threestep.com

All cards issued during the tournament will be reviewed by the Review Committee after 10 days. The Review committee will be comprised of 3Step Sports staff and a Shooting Star Umpire Manager. Players and coaches can be exonerated from the issued red cards after review.

Players and coaches can be administered further suspensions based on review including suspension of attending future 3Step Sports field hockey events.

Refund Policy

Specific refund Policies for each event are posted on the website.

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.

Shooting Star 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.

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, or to preserve field conditions. Reschedule games, if possible.
- 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](https://twitter.com/shootingstarfh)
- 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. For up to date schedule changes please check twitter [@shootingstarfh](https://twitter.com/shootingstarfh).

Transgender Athletes Policy

**** Shooting Star will adopt and implement the USAFH Policies**

Please see LINK to USAFH Policies for Transgender Athletes: <https://collegeconnectionathletics.com/wp-content/uploads/2024/10/Current-USA-Field-Hockey-Transgender-Policy-December-2022.pdf>



EVENT CODE OF CONDUCT

Participation in Performance Sport Events (PSE) is a privilege that carries responsibilities for umpires, coaches, parents, and players. The safety and well-being of youth athletes are our top priority. By taking part in PSE, you agree to abide by PSE's Athlete Safety & Prohibited Conduct Policy ([link to policy](#)) and the accompanying Code of Conduct. Failure to comply with these policies may result in consequences, including removal from the event.

Players, coaches, umpires, and parents are expected to "Honor the Game" by showing respect to all participants, including players, coaches, umpires, parents, spectators. Membership in the field hockey community comes with responsibilities to uphold the integrity of the game and its participants. Key principles of this "Code of Conduct" include **honesty** and **integrity**. Individuals who embody these values will bring credit to the sport, their team, and themselves. Such conduct is vital to maintaining the sport's positive reputation and ensuring its meaningful contribution to amateur athletics.

The following principles of the "Code of Conduct" are essential and must be upheld:

- Sportsmanship, fair play, and skill development are fundamental to the game and should be prioritized over winning. These values must be taught at all levels and reinforced both at home and on the field during practices and games.
- Coaches must recognize the significant influence they have on their players and strive to be positive role models for both young people and adults. They should consistently demonstrate and reinforce positive behaviors, encouraging players to show respect for teammates, opponents, umpires, parents, and spectators.
- Players should consistently exhibit positive behavior and show respect to teammates, opponents, coaches, umpires, parents, and spectators.
- The possession and consumption of alcoholic beverages, tobacco products, and vapor products are strictly prohibited at all PSE programs, including events, showcases, leagues, camps, and clinics. Additionally, athletes are forbidden from the illegal use of performance-enhancing or recreational drugs.
- Coaches, players, parents, and spectators are expected to show the highest level of respect toward umpires. Coaches have a responsibility to educate their players about the vital role of field hockey umpires and emphasize the importance of respecting them.



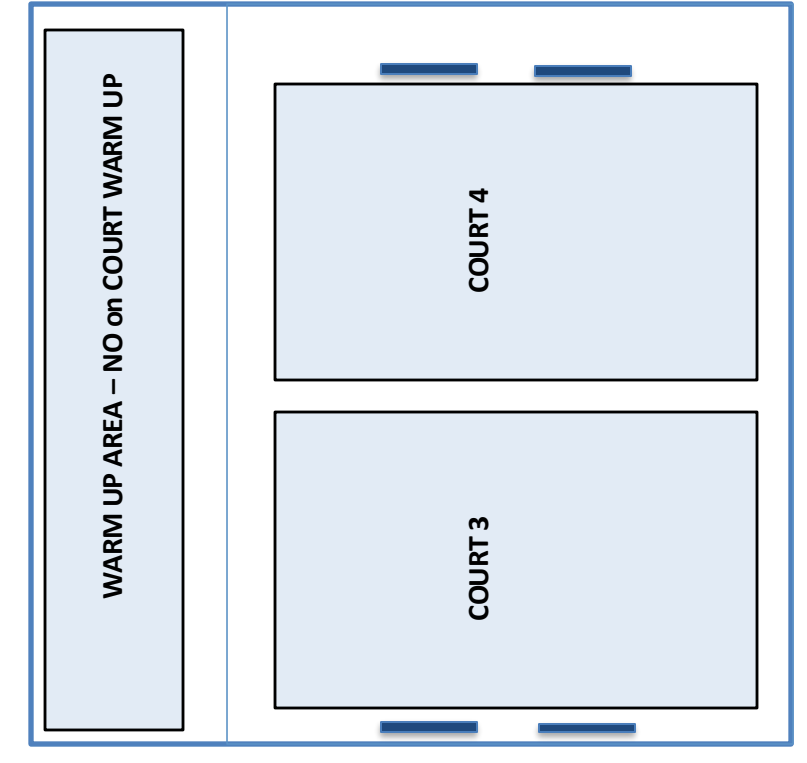
EVENT CODE OF CONDUCT (continued)

- Any grievances or misunderstandings between coaches, umpires, or other parties involved in the sport should be addressed through the appropriate channels and procedures, never on or near the field of play in front of spectators or participants. Tournament Directors and its designee are always available to assist.
- Umpires are professionals and are expected to conduct themselves with impartiality, courtesy, and fairness, demonstrating these qualities to all parties involved.
- Spectators involved in the game are not permitted to openly or maliciously criticize, badger, harass, or threaten an umpire, coach, player, or opponent.
- Coaches must possess a strong knowledge of field hockey rules, policies, and procedures, adhering to both the letter and spirit of the game. Any attempts to manipulate the rules for unfair advantage or to encourage unsportsmanlike conduct are unacceptable and contrary to the values of the sport.
- Eligibility requirements must be adhered to at all levels of the game. Rules regarding age, roster sizes for players and coaches, and levels of participation are in place to encourage and maximize participation, ensure fair play, and promote safety.

If any of these policies are violated, the Event Operator, Tournament Director, or their designee has the authority to remove the offending participant from the current program and revoke their privilege to participate in future programs.

Facility Map

Back ENTRANCE

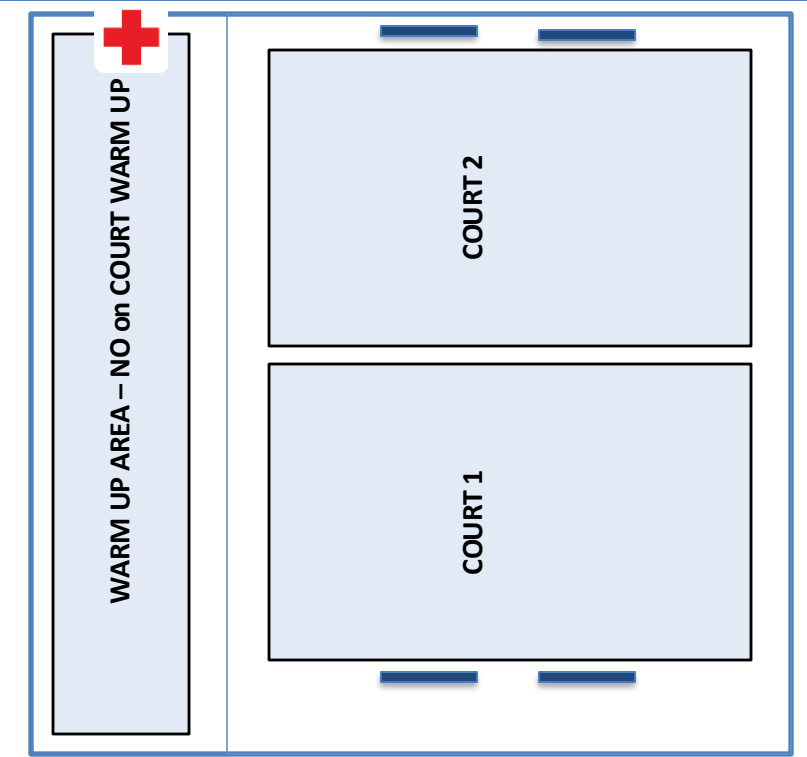


VENDOR VILLAGE
Presenting Sponsor- Approach Clothing

Shooting Star Info Table

Main ENTRANCE

Spectators Upper DECK ONLY!



Restaurant Bar & Grill

Coach and Umpire Hospitality AREA

Team Benches 

Downstairs = White
Upstairs = Blue