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# CLUB TEAM

7 v 7 – TURF EVENTS

## Information Package



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## TEAM Check List



### WEBSITE @ [www.performancesportevents.com](http://www.performancesportevents.com)

Tournaments/SHAMROCK SHOWDOWN

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 schedule.

Search for Shamrock Showdown 2026



### Check the Schedule for travel plans

Composite schedule is online and available on TourneyMachine



### Team Rosters

**DUE MARCH 2nd, 2026**

INVITE your athletes and coaches from the LeagueApps "Teams"



### Player/Staff Waivers

These will be done automatically when the players and staff accept your invitation through LeagueApps! **It is VITAL that all players and each team's coaches are**

**rostered and waived. No player or coach will be allowed on the bench or field until their waiver is complete.**



### Update Schedules & Results

All results and schedule updates will be posted in Tourney Machine

A team representative **MUST** 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 confirm schedules & results!

### All Coaches/Managers must check in their team

Team check in is **REQUIRED** 30 minutes before the first game of the tournament.

The Registration Table is located near the facility entrance.



Inviting Players to Teams in LeagueApps  
Navigate to [PSE LEAGUE APPS](#) in a web browser.

Login 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 three dots for the drop down menu 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 will receive information to re-set their password.

### STEP 1:

#### Log In

Username or email

Password

Forgot your password?

Log In Remember me

### STEP 2:

STAFF ASSIGNMENTS

Current Paid + Pay Multiple Invoices

Role/Team	Program	Staff	Payment	Status	Actions
COACH	2026 CCFH, Club Division- NE U16 Team Division Begins May 3 '26		Paid: Owe: Pay next installment Payment plan installments	Over Received Paid	Invite Staff Invite Players View registration and waivers
Coach	2026 CCFH, Club Division- NE		Paid:	Paid	

### STEP 3:

Invite parents to register their kids

To:

Subject:

Message:

Email will include a link to accept Team Invitation.  
\*Invites cannot be sent to existing team members.

Send Invites

### **IMPORTANT!**

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



## PRE- ARRIVAL INFORMATION

### Rosters

**DUE MARCH 2nd, 2026**

Any roster updates or changes after FEB 2nd can be made through League Apps.

***PLEASE SUMBIT ROSTERS on League Apps once they have been completed***

### Waivers

**THROUGH League Apps**

When your players and coaches accept their invitation to the team roster through League Apps, they will automatically complete the waiver. **EACH Athlete and COACH will need to sign a new waiver for every PSE event.**

### Player Profiles and Updates

All rosters will be submitted to NFHCARecruits for the College Coaches. Athletes **MUST** complete WAIVER & be FULLY Rostered for their information to push to COLLEGE COACHES!

Players can use League Apps PROFILES to update their recruiting information!

***Players can also update their commitment status in their NFHCARecruits profile.***

### Tournament Structure

Game structure:

25 minute running time 3 min in between games **Team listed 1<sup>st</sup> is the HOME team and will wear DARK shirt and socks.**

- ROSTER Sizes: 12 players and 2 coaches on bench

**Team listed 2<sup>nd</sup> is the AWAY team will wear LIGHT shirt and socks.**

**Age Eligible as of Aug 1, 2025 @ 12:01am**



## TOURNAMENT INFORMATION

### Check- In

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

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 (if event is PLAY4PURPOSE)

### 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 PSE 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 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 with the Pool
- If still tied – COIN TOSS



## TOURNAMENT INFORMATION

### Club Coach Hospitality

**DAILY!**

There will be hospitality on site for club coaches and umpires.

- Snacks and drinks available all day, as well as meals.

### TOURNEY MACHINE

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

- Search the Tourney Machine App
- Search for FH event/State
- Choose Queen of Hearts Jamboree

### Medical

There will be an athletic trainer on site located in between C and D field. She will have ice, medical supplies, and will be available all day to assist with injuries.

### Emergency Procedures

In case of emergency the Athletic Trainers or PSE staff will blow three short blasts with the air horns. All Games should immediately stop. We will provide details when available in these situations. Please refer to the Policy & Procedures guide for cancelled games.

### 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. College coaches can RSVP for in-person or virtual attendance – List available on website.

For the college coaches we provide the following:

- ✓ Hospitality
- ✓ Rosters/Coach Contact Info



## TOURNAMENT INFORMATION

### Performance Sport Events Staff

#### **Melissa Nawn**

Director of Regional Events

Director of Marketing, Performance Sport Events

[Melissa.nawn@performancesportevents.com](mailto:Melissa.nawn@performancesportevents.com)

603-918-3923

### Social Media



@perfsporevents



Performance Sport Events



@perfsporevents

### Tournament Rules & Regulations

Unless otherwise noted, the rules for Powered By PSE events will be as stated in the 2025 Outdoor Rules of Hockey published by the International Hockey Federation (FIH) effective January 1, 2025.

Specific Powered by PSE events have modifications to the Rules of 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 QUEEN OF HEARTS/SHAMROCK SHOWDOWN::

### 25-minute running time

- Games start every 28 minutes
- Central Horn used as tournament timer
- Time between games will be 3 minutes from Central Horn
- Central Horn will be used for all stop/starts

### 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 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 CHAMPS

### Cards:

Green card – 1 minute suspension

Yellow card – 2 minute suspension

### Shoot Outs:

Pool games – no shoot out, Tie = 1 point

Crossover and placement game (CHAMPIONSHIP ONLY) –

- 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



## TOURNAMENT INFORMATION

### Policies, Rules & Regulations – ATTACHMENT C

#### MODIFICATIONS/RULES - Queen of Hearts/Shamrock Showdown:

- 7v7 Events: We will NOT be playing penalty corners. Each in-circle infraction will result in a free hit from outside the circle.
- You may push, slap, or sweep the ball, but may not have a backswing. You may use little lifts as an elimination skill, passes into space, etc.
- Aerial passes are NOT allowed indoors.
  - ATTN: Danger will be called and enforced. It is the intent to keep the game as safe as possible. Offensive players may lift the ball toward goal without penalty as long as it is not a dangerous situation and in line with the rules of safety. A defensive player who stands on the goal line is considered to be there at their own risk.

#### The "Tall Wall" behind the goal cage is considered OUT OF BOUNDS.

- If a defensive player or goalkeeper deflect the ball and it hits the tall wall, that would be considered a LONG HIT. This will be taken from the center line of each field.
- If an offensive player deflects or hits the ball off the tall wall, it will be a free hit to the defense going out.
- If the ball is hit INTENTIONALLY by the defense off the tall wall, it will be considered a penalty corner, and the attack may take a free hit from outside the circle.
- Players may freely hit and use the side walls around each field, those are considered inbounds and playable.
- If within the center line of your attacking half, you must move the ball on a free hit a minimum of 3 meters before you enter the circle.
- There are no field marshals, Umpires will be keeping score of the games and coaches are expected to sign the scorecard after the game.



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## Rules & Regulations Powered By Events Aug 2025 – July 2026

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

### **PSE Powered By 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.
  - QOH, Shamrock, NECC, Spring Fling, Pink Jam, Santa Jam – 25-minute games, 3 minutes in between
  - Halves: 2 x 25 minutes running time, half-time will be 5 minutes.
  - Quarters: 4 x 12-minute quarters, 2 minute between 1st/2nd and 3rd/4th, half-time will be 3 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.  
Corners Played

### **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.

- See rules modifications for specific tournaments (Shamrock, QOH, Spring Fling, Pink Jam, Santa Jam)

### **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 \*\*

For any event with a Mixed (Co-Ed) Division, teams may have no more than 5 male field players on the field at any time. For 7v7 competitions, teams may have no more than 3 male field players on the field at any time. Goalkeepers do not count against the limit of male players on the field for Mixed Division competition.

### **Rules Governing Team/Player Eligibility: \*\*AGE AS OF AUGUST 1, 2025 @ 12:01am**

Only registered players for the Powered By PSE 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 exception to this rule must be discussed with tournament director at least one week prior to tournament.

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 PSE Staff.

### **Team Color, Bench and Substitutions:**

Team listed as the HOME team will wear DARK 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 LIGHT 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 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 the registration platform.



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#### 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 Melissa Nawn [mnawn@performancesportevents.com](mailto:mnawn@performancesportevents.com) or Ainslee Lamb at [ainslee.lamb@performancesportevents.com](mailto:ainslee.lamb@performancesportevents.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 table 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



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### **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
- 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**

Players and Coaches have an opportunity to challenge red cards only. Any appeal must be received in writing up to 10 days after the completion of the tournament, submitted to Performance Sport Events: Ainslee Lamb and Melissa Nawn at [ainslee.lamb@performancesportevents.com](mailto:ainslee.lamb@performancesportevents.com) and [melissa.nawn@performancesportevents.com](mailto:melissa.nawn@performancesportevents.com). All cards issued during the tournament will be reviewed by the Review Committee. The Review committee will be comprised of PSE staff and a PSE Umpire Manager.

Players and coaches can be administered further suspensions based on review including suspension of attending future PSE 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.

PSE 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 **social media**.
- 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 social media @perfsportevents.

### **Transgender Athletes Policy**

**\*\* PSE and Powered By events will adopt and implement the USAFH Policies**

Please see LINK to USAFH Policies for Transgender Athletes: <https://performancesportevents.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.