

## COACHES INSTRUCTIONS

All coaches assigned to teams in the 2024 C5PBA Open 5 Pin Bowling Championships must be a current C5PBA affiliated member in good standing and must be registered as having COMPETITIVE COACH CERTIFICATION plus Safe Sport and Making Headway training a minimum of thirty (30) days prior to the Provincial Championship.

1. Coaches are responsible for providing each team member with his/her lane pass (if required).
2. Coaches are to make sure their team knows at what times and on what lanes they bowl (see Official Program and Coach's Manual).
3. All bowlers are required to be at the lanes twenty (20) minutes prior to bowling. Coaches must contact the Chief Judge of Play or Tournament Official to register their bowlers prior to bowling.
4. Coaches are to make sure their bowlers are on hand for five (5) minute warm-up preceding each block.
5. Coaches should make sure all team members are dressed properly.
6. Coaches are responsible for the conduct of their bowlers:
  - alcoholic beverages may not be consumed during competition (includes 'Byes')
  - marijuana may not be consumed during an event including byes but excluding medical marijuana. Documentation for the use of medical marijuana must be provided.
  - chemical depressants or stimulants (performance enhancing drugs) may not be consumed during the competition
  - intoxicated bowlers or coaches shall be removed from the competition and may be suspended for the remainder of the tournament
  - no food or beverages are allowed in the bowlers' enclosure
7. Coaches are responsible for watching the score for errors. After a frame has been completed and the next frame has been bowled, you cannot change the score unless it is an obvious error in addition. The scorepad is the official score and it is your responsibility to check it for accuracy. Team score recap forms and scoresheets must be signed by the coach **after each game**. Score sheets filled out improperly or not signed will result in an initial warning. A second offence will result in a final warning being given. For each additional infraction, a one (1) point penalty will be assessed against the team.
8. If there is a dispute regarding pinfall, call the Judge of Play for a ruling.
9. Lane courtesy should be observed at all times but should not be overdone.
10. Substitutions must be reported to the opposing coach when they are made
11. In all team events, only bowlers competing in the event, coaches, and tournament officials shall be permitted in the bowlers' enclosure.

12. Only a bowler taking their regular turn in the line-up shall be allowed on the approach at any given time. Coaches and all other team members must remain off the approach to the side or behind the scorestand.
13. A bowler who wishes to leave the bowlers enclosure must inform the coach.
14. The Coach is responsible for having his/her team line-up submitted on the official scoresheet for each game as quickly as possible.
15. Only Coaches will be allowed to discuss, dispute or protest any point pertaining to the Championships with the Judge of Play. Please inform the bowlers of this ruling in order to save any unnecessary delays.
16. Coaches must not approach a member of the opposing team with a complaint. If you have a dispute of any kind, summon the Judge of Play.
17. Coaches are not allowed to compete in any event.
18. Coaches are responsible for having all bowlers arrive **on time** and **in uniform** at the Victory Banquet.
19. Coaches should make their bowlers aware of all rules as violations may result in penalties being assessed or suspensions from the Championships.
20. The use of chants, songs, cheers etc. which contain profanity, slanderous remarks or words which are deemed detrimental to the image of 5 Pin Bowling will not be allowed. Use of such illegal chants will result in forfeiture of game and repeated violation of this rule shall lead to suspension from competition.
21. The use of profanity, of any nature, will **NOT** be tolerated! A warning will be given, however, if use is continued, the offender will be suspended from competition.
22. The wearing or use of external electronic devices such as MP3 players, cell phones, etc. is prohibited. This applied while the bowler is on the approach but does not prohibit the bowler from using the device while awaiting his/her turn.
23. Official Game Recap Sheet
  - **Step 1** – Official Game Recap Sheets will be distributed at the Coaches/Managers meeting.
  - **Step 2** – Prior to the start of each match, the **VISITING** team coach must complete his/her lineup position section of the form. Use numerals 1 through 5 and the word SUB only.
  - **Step 3** – The **HOME** team coach must then complete his/her lineup portion of the recap sheet.
  - **Step 4** – Each coach will enter their lineups (with the assistance of a Judge of Play if required) in the computer scoring system.
  - **Step 5** – When bowlers are substituted, record the score of the starting bowler and the frame they were substituted. To assist the coach with assigning points at the completion of the match, make a note of the status of the match at the time of substitution.
  - **Step 6** – At the completion of the match enter the scores of the bowlers and the number of frames they bowled. It is important to record both the starting and substitute bowler's scores

and frames bowled. If the starting bowler is substituted midway through a frame, the complete score of that frame will be recorded as bowled by the starting bowler.

- **Step 7** – Under the points column each individual match is one point. You would place “1” for a **WIN**, “0” for a **LOSS** and “0.5” for a **TIE**. The team with the highest team pin fall would receive “3” for a **WIN**, “0” for a **LOSS** and “1.5” for a **TIE**. A total of 8 points will be awarded for the match. In the event a substitution is made, points will be awarded based on the following:
  - Starting bowler leading match at time of substitution, position wins match, point to starting bowler.
  - Starting bowler leading match at time of substitution, position loses match, loss to substitution bowler.
  - Starting bowler losing match at time of substitution, position loses match, loss to starting bowler.
  - Starting bowler losing match at time of substitution, position wins match, point to substitute bowler.
- **Step 8** – Once the sheets are completed, both **HOME** and **VISITING** coaches must sign both sheets.
- **Step 9** – Signed Game Recap Sheets should be placed on the score-table and left for the Judge of Play or score runners to collect. Remember, once these forms are signed, the scores are official and only obvious errors in addition will be corrected.

24. This applies only to infractions/complaints not noted in our Tournament Formats to be handled by the Tournament Judges of Play and/or Head Judge of Play.

**1st Step** – Complaint brought to the National Tournament Committee. To be reviewed the complaint must be made by a Provincial Contingent Manager or Team Coach.

**2nd Step** – National Tournament Committee reviews the complaint to determine appropriateness.

**3rd Step** – If the complaint is not valid the National Tournament Committee will advise the Provincial Contingent/Team Manager who made the complaint. The decision of the National Tournament Committee is final.

**4th Step** – If the complaint is valid, the National Tournament Committee will discuss the matter with the applicable Provincial Contingent/Team Manager and advise what has to occur to rectify the matter. The decision of the National Tournament Committee is final.

**5th Step** – If the decision is not followed, the National Tournament Committee will take one of the following steps:

- a) take a point or points away, if the infraction continues on a Team issue
- b) call a foul or fouls, if the infraction continues on a Single issue.
- c) immediately disqualify a competitor
- d) immediately disqualify a team
- e) for any of the above occurrences, put forth a recommendation for appropriate suspension and/or monetary fine towards individuals, teams, Contingent Manager or province or combination thereof.