

With the leagues already up and running, please familiarise yourselves with game and post-game procedures:

- * Each Sunday evening an e-mail will be sent from Comórtais to each club with all their matches for the coming week. It is the responsibility of the club secretary to forward the fixtures link(s) to the relevant team managers/coaches.
- * Ensure all players have a current BIPIN (Basketball Ireland PIN) and are registered with your team for the current season with the GABB, should you have any queries regarding registrations please send an e-mail to GABB Registrar well in advance of the game at the e-mail address gabbregistrar@gmail.com
- * When rostering younger players please be aware of the GABB regulations regarding different age groups and player rotation. Please contact the Moycullen Juvenile Secretary at the e-mail address moycullenjuvenile@gmail.com for a copy of the current GABB rules & regulations if you do not already have a copy.
- * It is best to have a printed team sheet (your most recently updated GABB Team Player Registration sheet which has been submitted to the GABB) to hand to the Table Officials so they can complete the game scoresheet, the printed form is easier to read than a handwritten form.
- * All numbers (BIPIN for players and coaching staff as well as the Players jersey numbers) must be clear on the scoresheet and all names on the sheet must be block capitals for ease of identification.
- * While it is not a necessity, I believe it is good practice to know where the Caretakers office is as well as the location of the following: Emergency Exits, First Aid Kit and Defibrillator (AED) in both home and away venues.
- * The away/visiting team are responsible for the following for each game:
 - Ensure that you arrive 30 minutes prior to tipoff and hand your most recently updated GABB Team Player Registration sheet (which has been submitted to the GABB) to the Table Officials so that they can complete the game scoresheet, a printed form is much easier to read than a handwritten form.
 - Your team must be kitted out and ready to play 15 minutes prior to scheduled tip-off time (as per GABB Regulations)
 - Post-game: once the score pad has been completed by the Table Officials and Referees after the game, collect the copy of the score sheet that is relevant to the outcome of the game: the pink copy to winning team and the yellow copy to the losing team.
- * The home team/club are responsible for the following for each game:
 - Ensure the scoreboard is working correctly and is visible to players and referees on the floor.

- Should there be a clash of colours with the visiting team then the home team must change/adapt their kit colours.
- Your team must be kitted out and ready to play 15 minutes prior to scheduled tip-off time (GABB Regulations)
- Ensure there are 2 Table Officials (T.O.) (one of them must be at least 16 years) for each game, you can also ask a person from the visiting team.
- Official BI age-appropriate score pads (there are different scorepads for Adult & Juvenile teams), with triplicate pages (White, Pink, Green), ball point pens of 2 colours and a stopwatch are available to the Table Officials.
- Home team also ensures the following are available for the Table Officials: arrows, foul markers, also team foul markers.
- You can only use the correct size official Molten match ball.
- Ensure there are cloths available to dry floor when players fall, this should avoid players slipping.
- Ensure there is a bench for each team to sit on – only registered players, coaches, manager.
- Post-game: The score-pad: once completed by the Table Officials and Referees after the game, the top white copy of scorepad goes to the GABB, the pink copy to winning team and the yellow copy to the losing team.

* When the match is complete it is the responsibility of the home manager/coach to upload the result via the Comórtais link, it would also be great if you would also name the top three scorers from each team. **Please remember when posting scores on Comortais, there can only be a difference of 20 points for U12 to U14 games, while the scorepad will show the actual result.**

* If you are having any difficulty uploading the game results please contact the GABB (Galway Area Basketball Board) PRO (Public Relations Officer) at the e-mail address galwayareabbpro@gmail.com asap so they can attempt to resolve the issue within the time scale.

* A window of 5 hours from the scheduled game start time exists to upload the results, after this time the link will no longer work and a fine will be imposed for failing to upload the result, in this situation contact the GABB PRO at the e-mail address galwayareabbpro@gmail.com so they can attempt to resolve the uploading issue.

* We ask all teams to upload the result as soon as the match is finished, as the scores are all compiled and sent to Galway Bay Fm for the sports round up. GABB have a very good relationship with GBFM and would like to continue this for the coming season.

* In underage where blitz/cluster games take place the **HOME** team uploads the results.

* Comortais has a number of features, as well as the link to upload your score a 2nd link is included in the email. The 2nd link is 'Match Report' - any budding sports journalists could get great experience using this link to promote their team. The GABB will send it to GBFM for them to hopefully, also read the report out.

* Score sheets - It is the responsibility of the home team to email a scanned or a good quality photo, to Karen Jordan (the GABB registrar) at: gabbregistrar@gmail.com

* If the photo or scan is found to be of poor quality the home team will be required to post the scoresheet to the registrar within 3 days of being contacted by the registrar.

Postal address: Karen Jordan, Ballinacourty, Clarinbridge, Co Galway, H91H92C.

Thank you & looking forward to an enjoyable season of basketball - best of luck to all!

Useful e-mail contacts and names:

GABB Registrar @ gabbregistrar@gmail.com - currently Karen Jordan - 2022/2023

GABB PRO @ galwayareabbpro@gmail.com

GABB Fixtures Secretary @ gabbfixtures@gmail.com – currently Paul O’Brien – 2022/2023

GABB Secretary @ galwaybasketballboard@gmail.com – currently Catherine Loughrey
2022/2023

GABB Child Protection Officer @ gabbchairperson@gmail.com – currently John Finn 2022/2023

Moycullen Juvenile Secretary @ moycullenjuvenile@gmail.com – currently Denis O’Brien
2022/2023.