

Field Guidance on -





**BRITISH
ATHLETICS**

**OFFICIALS EDUCATION PROGRAMME
REPORT ON LEVEL 2 (County) CANDIDATE**

**REPORT ON ABILITY TO ACT AS AN OFFICIAL AT LEVEL 2
FIELD JUDGE**

Name of OfficialRegion / Home Country

Meeting VenueDate

**THE REPORTER MUST HAVE BEEN LEVEL 3 OR ABOVE FOR AT LEAST TWO YEARS
PLEASE COMMENT BRIEFLY ON THE FOLLOWING AREAS**

Please note that the candidate must have achieved Level 1 before a report for Level 2 can be completed.

The Candidate's understanding of the role	
Ability to work as a member of a team and carry out their allocated duties competently	
Please list the duties covered – This must include working on a long throw.	
The candidate's understanding of the long throws protocol and their ability to work within that protocol.	
Their knowledge of the main rules applying to the discipline	
On the evidence of this meeting is this candidate ready to be accredited as a level 2 official? Please bear in mind that this means that they may take charge of events (including long throws).	

NAME OF REPORTER.....PHONE.....

ADDRESS.....

EMAIL..... DATE .../.../20....

Please send a copy of this report electronically to the candidate and to the CofSec/Home Country officials' Secretary within 4 weeks of the meeting.



Lets look at the Level 2 Report Form –

Key Points –

- Ask Candidate questions
- Their Understanding of allocated duties
- List duties covered on the day.
- Comment on how they integrated into the team.
- Did they ask questions.
- Give examples from the day.
- Give positive feedback at the end of the meeting and any suggestions for learning.
- Send a copy of the report to the candidate & the CofSec / Home Country Officials Secretary within 28 days of the meeting.



OFFICIALS EDUCATION PROGRAMME

REPORT ON LEVEL 3 CANDIDATE

REPORT ON ABILITY TO ACT AS FIELD JUDGE

Name of OfficialRegion / Home Country

Meeting VenueDate

PLEASE COMMENT BRIEFLY ON THE FOLLOWING AND SUBMIT THIS REPORT ELECTRONICALLY

Punctuality, appropriate attire/equipment	
Knowledge & understanding of the role	
Ability to follow duty sheet. List events/roles covered <i>From 1.4.2019 this must include at least one long throw event and the report must comment on the candidate's understanding of and ability to work with the long throws protocol.</i>	
Knowledge and application of rules	
Ability to make quick and correct decisions	
Presentation and accuracy of result card	
Relationship with other officials	
Relationship with athletes	
Other comments	

Please tick one of the following statements.

- a) This official is able to work competently as a Field Judge at Regional level. ☐
b) This official needs to gain more experience of this role before being re-assessed. ☐

NAME OF REPORTER.....PHONE.....

ADDRESS.....

EMAIL.....DATE .../.../20....



Lets look at the Level 3 Report Form –

Key Points –

- Comment on what happened on the day.
- Be specific about arrival time.
- List duties covered on the day.
- Give examples of anything that happened and how the candidate dealt with it.
- How well they interacted with other team members and athletes.
- Always give verbal feedback when the competition has finished and before going home.
- Send a copy of the report to the candidate & the CofSec / Home Country Officials Secretary within 28 days of the meeting.



Level 3 - Comments

Punctuality, appropriate attire/equipment

- Arrived in (good) time for (an early briefing due to certain changes in this year's format). He was appropriately dressed as requested for this competition. He had (all) the necessary equipment.

Knowledge & understanding of the role

- *** demonstrated a clear understanding of all roles today. He was able to absorb the new rules associated with this championship, which aimed to put it more on par with International protocols, with confidence.

Try to be specific- what happened today?

Ability to follow duty sheet.

List events/roles covered

- There were some late changes to the duty sheet
**** was able to demonstrated an ability to (reallocate duties at the Triple Jump). He was involved in 4 events on the day a
- Men's Long Jump (EDM)
- Men's Triple Jump (Chief Wind Gauge
- Women's Triple Jump (Call Up /Cone, Board)
- Javelin (Spike).
- **** Must include a long throw and Report could concentrate on use of EDM**

Knowledge and application of rules

- During each event he was able to demonstrate his ability to apply the rules and carry out tasks quickly and efficiently. He was (always) focussed and was able to carry out the task of (EDM) with accuracy and speed at the (Long Jump). He was lead judge at the Triple Jump and was confident in his duties, (collecting Athletes from Call Room in good time. He demonstrated concentration when spiking at the Javelin always responding to chief signals)



Try to say things only once – although categories do overlap

Ability to make quick and correct decisions

- He was (always) ready to start events on time, making sure that the warm up progressed well when he was chief. He demonstrated his ability to (reallocate duties when one of his team was absent for a short time and was confident in his judgement spiking the few javelins which did not stick in the ground).

Presentation and accuracy of result card

- Both his (EDM card and Wind Gauge card) were completed (neatly and correctly).




It is difficult not to be swayed by previous knowledge of the official, but try to be specific to the day

Relationship with other officials

- *** appeared to be a (well liked, efficient, hard working) official who worked well with his team. He was particularly successful in his work with less experienced officials providing help for someone using a wind gauge for the first time.

Relationship with athletes

- **** had (an excellent) ability to work effectively with Athletes. He ensured that the athletes were well informed and (responded sympathetically when a Triple Jumper wanted to change her chosen board at the last minute). He secured a short break for the Athletes after the 3rd Round in the Triple Jump, as there were only a few competing.

- 
- ..dealt quickly and appropriately when
 - ..demonstrated leadership when
 - ..showed good organisational skills when
 - ..understood the need to ...
 - ..showed the ability to work at a consistently high standard when.....
 - ..worked effectively in the ...team
 - ..lead the team at thevery/effectively/competently
 - ..demonstrated an ability to handle athletes when ...
 - ..worked cooperatively with ground staff / volunteers / photographers
 - ..arrived on time for check in and reported to referee punctually
 - ..attended all briefing meetings, listening attentively
 - ..received duty sheet and checked in with his team to discuss...
 - ..followed the instructions of the Referee and was at each site in good time to prepare...
 - ...allowed other members of the team to do their job only intervening to give assistance when...
 - ..was alert and aware of safety issues and demonstrated this when..
 - ..responded quickly when
 - ..worked well as a mentor to ... by ...
 - ..showed a sense of urgency when ... tight timetable etc but remained professional and calm.
 - ...moved inconspicuously making sure that her team moved on and off site together
 - ..dealt with athlete firmly when

Field Referee Report

- Officials have different styles but....



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- If they go about things in a different way, it doesn't mean it is wrong, it's just different.
- It's the outcomes that are important
- Don't be blinkered by your own methods.
- Ask questions for understanding.



**BRITISH
ATHLETICS**

OFFICIALS EDUCATION PROGRAMME

REPORT ON LEVEL 4 CANDIDATE

REPORT ON ABILITY TO ACT AS REFEREE & CHIEF

Name of Official..... Region / Home Country.....

Meeting Venue Date.....

ACTING AS: (please circle as appropriate):

Track Referee; Field Referee; Chief Starter; Chief Starters Assistant; Chief Timekeeper; Chief Photo-finish

**PLEASE COMMENT BRIEFLY ON THE FOLLOWING AND SUBMIT THIS REPORT
ELECTRONICALLY**

Punctuality, appropriate attire/equipment	
Understanding of the role	
Evidence of pre-meeting planning and checks; including allocation of duties The duty sheet must be attached	
Knowledge and application of rules	
Ability to make quick and correct decisions and produce/check results as required.	
Adaptability, ability to stay calm under pressure	
Handling of protests and disputes	
Awareness of Health and Safety issues	
Relationship with other officials	
Relationship with athletes	
Other comments	

Please tick one of the following statements.

- a) This official is able to act competently as a Referee/Chief at this level ☐
b) This official needs to gain more experience of this role before being re-assessed..... ☐

(Please remember that if you assess an official as competent you are saying that you would be happy to see them working in that position at a higher level meeting)

NAME OF REPORTER.....PHONE.....

ADDRESS.....

EMAIL..... DATE/20....

Please send a copy to the candidate and the TRNG Officials' Secretary/Upgrading Secretary within 4 weeks of the meeting.



Lets look at the Referee Report Form – Key Points –

- Comment on Pre meeting preparation
- Duty Sheets and last minute changes.
- Team Briefing
- Liaison with other chief officials.
- Handing of Queries and Protests
- Ability to stay calm under pressure.





**BRITISH
ATHLETICS**

OFFICIALS EDUCATION PROGRAMME

REPORT ON LEVEL 4 CANDIDATE

REPORT ON ABILITY TO ACT AS CLERK OF COURSE

Name of Official..... Region / Home Country

Meeting Venue Date

**PLEASE COMMENT BRIEFLY ON THE FOLLOWING AND SUBMIT THIS REPORT
ELECTRONICALLY**

Punctuality, appropriate attire/equipment	
Knowledge & understanding of the role.	
Ability to act as part of the team.	
Ability to act independently when required.	
Other comments	

Please tick one of the following statements.

a) This official is able to work competently as Clerk of Course

☐

b) This official needs to gain more experience of this role before being re-assessed.....

☐

(Please remember that if you assess an official as competent you are saying that you would be happy to see them officiating at a higher level meeting).

NAME OF REPORTER.....PHONE.....

ADDRESS.....

EMAIL.....DATE...../20....

Please send a copy to the candidate and the TRNG Officials' secretary/Upgrading secretary within 4 weeks of the meeting.



Lets look at the Clerk of course Report Form –

Key Points –

- State Arrival time and if arrived the day/night before to help set up.
- Knowledge of what is needed for each event site
- Knowledge of EDM set-up.
- Ability to work within the team on both Track & Field set-up.
- Ability to work independently.
- Willingness to listen & learn.
- Give positive verbal feedback on the day of the event.



Team Work
