

# **Squash New Zealand**



## **Referee Management Plan**

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April 2009

# REFEREEING MANAGEMENT PLAN

## 1. MISSION STATEMENT

To promote refereeing as an integral part of squash.

## 2. OBJECTIVES

- To establish a uniform standard of refereeing and application of the rules of squash of the World Squash Federation at all levels throughout New Zealand.
- To give all players and referees the opportunity to develop their knowledge of the rules of squash and enhance their refereeing and marking ability.
- To encourage and qualify referees to participate at club, district, national and international levels.
- To assist clubs and districts to establish and develop refereeing programmes.

## 3. STRATEGIES

- Establish and implement training programmes for all levels of referees.
- Maintain database with register of all District and National Referees.
- Establish referees convenors at District and Club Levels.
- Utilise and develop existing and new resource material.

## 4. CONTROL, ORGANISATION & ADMINISTRATION OF PROGRAMME

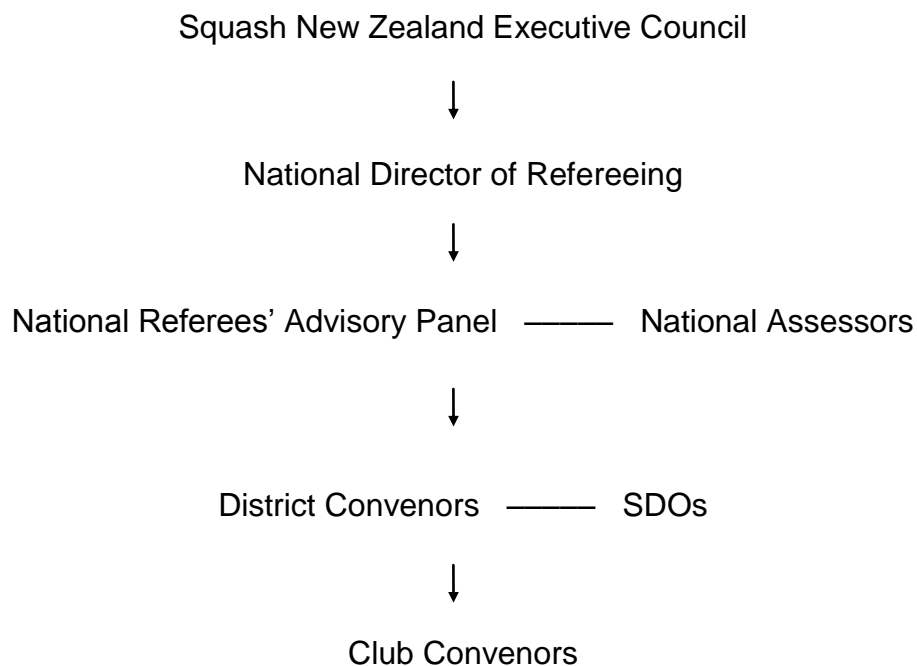
The programme shall be administered by a National Referees' Advisory Panel (NRP) consisting of the National Director of Refereeing, the SNZ High Performance Administrator and up to three other people selected by the Director from expressions of interest with at least two persons being current National Referees.

The Chairman shall be the National Director of Refereeing who provides a reporting link with council, policy liaison and an overview of the budget.

The National Referees Advisory Panel shall meet by phone or in person, as required, to implement the Referee Management Plan.

They will keep the District Convenors fully informed through regular circulation of information.

### MANAGEMENT AND COMMUNICATION - FLOW CHART



## **NATIONAL REFEREES' PANEL TIMETABLE**

### **1. March/April**

- Meet and confirm policy and programme for next 12 months.
- Circulate Districts/SDOs with updated programme information
- Tournament Allocations
- District Convenors Meet with Club Convenors

### **2. September**

- Evaluate current year's programme
- Establish following year's programme/budget for Council meeting

### **3. October**

- Consider any SPARC applications

### **4. November**

- Squash New Zealand AGM

## **JOB DESCRIPTIONS**

### **4.0 NATIONAL DIRECTOR**

#### **APPOINTMENTS**

The National Director shall be appointed annually by the Squash New Zealand Executive Council.

#### **RESPONSIBILITIES**

1. The ND is the overall controller and director of National Refereeing, and is responsible to the Squash NZ Executive Council.
2. In conjunction with the National Referees' Advisory Panel, the Director shall be responsible for the formulation of all National refereeing policy and shall ensure that it is implemented at all levels.
3. The ND shall set suitable dates for the assessment of National Referee candidates. The ND shall ensure that personnel wishing to qualify as National Referees have been listed as District Referee for 12 months (except for fast track situations). The ND will also ensure that there are suitably qualified persons in attendance at such events for the sole purpose of assessment.
4. The ND, is responsible for the appointment of all Tournament referees for national events in conjunction with the National Referees' Advisory Panel. It shall be the duty of the ND to inform Squash NZ of such appointments who will in turn advise the appointee, Club and District.
5. The ND shall liaise with each District and produce a list of International and National Referees for the Squash NZ Annual Report.
6. Squash NZ shall send a Management Plan to each new National Referee when they qualify. This Plan has a copy of the Activity Form required annually. The Activity Form to be sent to all active National Referees annually.
7. The ND shall ensure that a congratulatory letter is sent to each National Referee when he/she qualifies.

8. The National Director shall compile a report for the Squash New Zealand Annual Report no later than 30 September each year.

#### **4.1 DISTRICT CONVENORS**

##### **APPOINTMENT**

To be appointed annually by District Committees.

##### **RESPONSIBILITIES**

1. To annually review and to classify all District Referees into active and inactive lists and send the list to Squash NZ.
2. To ensure all examination material is available at venues where examinations will be held and that suitably qualified persons are in attendance to carry out the examinations.
3. From time to time, convene meetings of Club Convenors in their district. The District Convenors shall keep up to date with District and National requirements.
4. The District Convenors shall, in conjunction with the SDOs, organise a series of lectures or any other type of educational information to assist the Club Convenors.

#### **4.2 CLUB CONVENORS**

##### **APPOINTMENTS**

To be appointed annually by Club Committees.

##### **RESPONSIBILITIES**

It is the Club Convenors duty to:

1. Arrange instruction on refereeing for all interested club members.
2. Organise all educational meetings or days within the Club, arrange for examination material to be available and if necessary, arrange for a qualified person to instruct or to examine club members.

#### **4.3 NATIONAL REFEREES' ADVISORY PANEL**

Shall consist of the National Director of Refereeing, the SNZ High Performance Administrator and up to three other people selected by the Director from expressions of interest with at least two persons being current National Referees.

##### **APPOINTMENTS**

To be appointed annually by Squash New Zealand Executive Council on recommendation from the National Director of Refereeing.

##### **RESPONSIBILITIES**

1. Set standards, accreditation and training procedures for referees.
2. Set examination papers.
3. Appoint national assessors.
4. Review rule change submissions.
5. The ND shall maintain a record of the activities of the National Referees within each year. This record will include matches marked and refereed plus any assessments carried out.
6. Recommend international refereeing candidates to the National Director.

#### **4.4 NATIONAL ASSESSORS**

##### **APPOINTMENTS**

National assessors are appointed from existing National Referees by the National Referees' Advisory Panel.

##### **RESPONSIBILITIES**

1. Reassess National Referees.
2. Assess National Referee candidates.
3. Assist with presentations at Regional and District Workshops.
4. Contribute to rule and examination reviews.

## **4.5 TOURNAMENT REFEREES**

All events are to have a Tournament Referee appointed. The refereeing costs are to be provided for in the tournament budget. This principle shall be encouraged for District Opens and regional club tournaments.

### **4.5a Tournament Referees for National Events**

#### **APPOINTMENTS**

Tournament Referees shall be appointed by the National Director of Refereeing. One or more TR's shall be appointed for all International, Senior, Under 21, Junior, WISPA or PSA events and the appointment(s) should be made at least three months in advance of the event. TR's for these events should have a minimum qualification of National Referee.

#### **RESPONSIBILITIES**

1. The TR shall be responsible for the allocation of match referees at all National Events.
2. The TR is required to provide a written report on the Event using the appropriate Squash NZ form.

**NOTE: For specific duties and responsibilities refer to Addendum 1.**

### **4.5b Tournament Referees for District Events**

#### **APPOINTMENTS**

The TR for district events shall be appointed by the District Convenors in conjunction with the host club's Tournament Director. One or more TR's shall be appointed for all district events. Where possible, all appointments should be made one month in advance of the event. TR's for these events should have a minimum qualification of District Referee.

#### **RESPONSIBILITIES**

The TR shall be responsible for the allocation of match referees at all district events in conjunction with the host club tournament control. The TR shall be required to provide a report to the district.

## **5. REFEREEING REQUIREMENTS AND DUTIES**

### **Refereeing Levels**

1. World Referee
2. International Referee
3. Regional Referee
4. National Referee
5. District Referee

### **5.1 NATIONAL REFEREES**

The National Referees' Advisory Panel is to ensure there is ongoing assessment of national referees and that assessment sheets are sent to Squash New Zealand, which will then forward a copy to the National Director.

1. To referee matches at all levels.
2. To be called upon, if necessary, to attend events for the sole purpose of conducting practical assessments.
3. To complete and forward an activity form to Squash New Zealand by 31 October each year.

**NOTE: A copy of a typical activity form is at Addendum 2**

### **5.2 DISTRICT REFEREES**

1. To referee matches up to men's 'B' grade level. May be called upon to carry out the duties of a National referee at the discretion of the Tournament Referee.
2. To assist in the instruction of potential District Referees.
3. To complete and forward an activity form to the District Convenor by 31st October each year.

**NOTE: A copy of a typical activity form is at Addendum 2**

## REFEREEING QUALIFICATIONS

### 6.1 DISTRICT REFEREE

#### **Pre-requisite**

A candidate must apply on the appropriate form to their District Convenor to sit the District practical examination. (Confirmation of the application and the nominated tournament for the examination will be advised to the candidate by the District Convenor). The NRP may be called upon to help and advise on selection of tournament and assessors.

**For an application form see Addendum 4.**

A candidate must sit the National Theory Examination. All applicants in 2009 must sit the new exam paper.

A pass mark of 90% or better is required for Part One and a pass rate of 80% or better is required for Part Two. This examination must be sat under the supervision of an SDO, District Referee Convenor or someone appointed by the District Referee Convenor.

#### **Practical Examination**

The candidate will be required to be assessed by any current national referee. The candidate is to referee and mark separately involving players with a minimum national men's B1 grading. The candidate must complete one marking match with at least 85% of the calls rated as correct and consistent. They must have 15 calls per refereeing match for it to be considered a valid match with at least 85% of the calls rated as correct and consistent. One point will be awarded for each refereeing pass and three points are required to become a District Referee. The candidate will be given an Assessment Card which must be presented to and signed off by each Assessor.

Upon completion of a practical assessment, the candidate and the assessor will meet to discuss the decisions of each match. At this point, the candidate may be required to answer oral questions at the assessor's discretion. The candidate will be advised of the result of the assessments by the assessor present, who will also advise the District Convenor or SDO and the NDR, through the Squash New Zealand national office.

A pass mark is valid for 12 months. i.e. if a candidate is not successful in a 12 month period and wishes to carry on they must submit a new application. District Referees will be required to re-validate their qualification every 3 years, otherwise they will be considered in-active.

If an inactive District Referee wishes to recommence refereeing at a district level then the following shall occur:

1. If on the inactive list for 12 months they must pass 1 marking assessment and 2 refereeing assessments. Pass rate as for the practical examination.
2. If on the inactive list for 2 years or more they will need to sit the full practical examination again.

## **6.2 NATIONAL REFEREE**

### **Pre-requisite**

Must have held a district referee qualification for a minimum period of 12 months at the time of application. A candidate must sit the National Theory Examination paper with a pass mark of 90% or better for Part One and a pass rate of 85% or better for Part Two. All applicants in 2009 must sit the new exam paper.

Must apply on the appropriate form to their District Convenor to sit the National practical examination. (Confirmation of the application and the nominated tournament for the examination will be advised to the candidate by the NRP).

**For an application form see Addendum 4.**

A current A grade player who wishes to be assessed for a National may be exempt from holding a district refereeing qualification but must meet the requirements of a National Referee. This includes receiving a minimum of 90% and 85% pass marks in Parts One and Two of the National Theory Examination.

NOTE: The candidate must be prepared to attend the nominated tournament as a candidate only. Play in the tournament is not permitted.

### **Practical Examination**

The candidate will be required to mark at least one match to demonstrate that they know the correct and relevant calls, with at least 90% of the decisions made rated as correct and consistent.

Must demonstrate the requisite qualities of control and composure while refereeing four matches deemed of suitable degree of difficulty by the assessors. The four matches need not occur during a single tournament. One point will be awarded for each refereeing pass and four points are required to become a National Referee. Each match must have 15 or more calls for the match to be considered a pass, with at least 90% of the calls rated as correct and consistent.

Assessments for National Referees badge are to be conducted at tournaments designated each year by the NRP and will be carried out on matches involving 'A' grade players only. In exceptional circumstances and at the discretion of the assessor one match may include 'B1' grade players but this is not encouraged.

Upon completion of a practical assessment, the candidate and the assessor will meet to discuss the decisions of each match. At this point, the candidate may be required to answer oral questions at the assessor's discretion. The candidate will be advised of the result of the assessments by the assessor present, who will also advise the NDR, through the Squash New Zealand national office.

A pass mark is valid for 12 months. i.e. if a candidate is not successful in a 12 month period and wishes to carry on they must submit a new application.

If a National Referee wishes to remain on the SNZ Active Referees list they must referee at least one of the SNZ sanctioned tournaments each year. National Referees will be required to re-validate their qualification every 3 years, otherwise they will be considered in-active.

The candidate will be given an Assessment Card which must be presented to and signed off by each Assessor.

If an inactive National Referee wishes to recommence refereeing at a national level then the following shall occur:

1. If on the inactive list for 12 months they must pass 1 marking assessment and 2 refereeing assessments. Pass rate as for the practical examination.
2. If on the inactive list for 2 years they must pass 1 marking assessment and 3 refereeing assessments. Pass rate as for the practical examination.
3. If on the inactive list for 3 years or more then will need to sit the full practical examination again.

### **6.3 INTERNATIONAL REFEREE**

Refer to the WSF Competency Based Assessment and Training Programme. Available on the WSF website – [www.worldsquash.org](http://www.worldsquash.org)

## **7. EXAMINATIONS**

The new WSF exam paper is to be used as follows:

- a. Superchamps of Districts use. Part One only, no prescribed pass rate.
- b. Coach Level 2 Accreditation. Part One only with a 85% or better pass rate
- c. District Referees Badge. Part One with a 90% pass rate or better. Part Two with an 80% pass rate or better.
- d. National Referees Badge. Part One with a 90% pass rate or better. Part Two with an 85% pass rate or better.

For **b** and **c** the examination must be sat under supervision. (SDO, District Referee Convenor etc).

For **d** the examination must be sat under the supervision of a National Referee.

## **8. ACCREDITATION**

Certificates will be presented to all qualified National Referees. These will be forwarded to the District Office by the Squash NZ Office so that a formal presentation may be made at the earliest opportunity.

Certificates will be presented to all qualified District Referees. These will be forwarded to their District by Squash New Zealand and formally presented at the earliest opportunity.

Districts may provide a suitable form of recognition to their Referees to signify the relative qualification.

**NOTE:** Districts are encouraged wherever possible to hold presentation awards for qualified referees in conjunction with Tournament prizegiving functions. This will assist in recognition of qualified referees.

## **9. REFEREES REGISTER**

The Squash NZ office shall hold a database with a register of all current District and National Referees.

The list of National Referees will be published in the Squash NZ Annual Report and will be circulated to District Convenors following the release of that report.

## **10. AWARDS**

### **The Derek Cook Memorial Trophy**

This trophy, donated to Squash NZ in 1981 by Kelvin Harding, is awarded for the most significant contribution in the field of Refereeing during the year.

The recipient is selected annually by the National Director (in consultation with the National Referees' Advisory Panel) prior to the Senior NZ National Championships. Any individual or group may make a nomination to the NRP supported by relevant detail. The selection requires ratification by the Squash NZ Executive Council. Presentation of the award is made at the prizegiving of those championships.

## **ADDENDA**

1. National Tournament Referees Responsibilities  
Responsibilities of the Match Referee  
Referees Dress Code  
Code of Conduct for Referees
2. National/District Referees Activity Form
3. Code of Conduct Report Sheet
4. National/District Refereeing Qualification Application Form
5. Risk Analysis and Management System
6. Example Tournament Referees Report Form
7. Tournament Referees Report Form (blank)

Addendum 1

## **NATIONAL TOURNAMENT REFEREE'S RESPONSIBILITIES**

### **1. Early Liaison**

The Tournament Referee shall liaise at the earliest possible time with the other referees, appointed by the referees' panel, and the Tournament Director for confirmation of availability and any other relevant details pertaining to that tournament.

### **2. Appointment of Referees and Markers**

The Tournament Referee should be satisfied as to the suitability of the seating/standing locations for the Referees and Markers and verify that microphones, where available, are in working condition.

### **3. Player Introductions**

Where the match justifies the player introduction to include additional information regarding the player/sponsor/match, the Tournament Referee shall ensure that such information is available to the Marker.

### **4. Disputes**

The Tournament Referee shall adjudicate on all disputes involving refereeing or marking.

### **5. Refereeing by Tournament Referee**

Tournament Referees are permitted to referee in any tournament as long as the following happens:

April 2009

- (a) Appoint a substitute Tournament Referee to act while he/she is refereeing.
- (b) Advise the Tournament Match Controller of the situation and see that an appropriate notice of the substitute's appointment is placed on the Tournament board.

## **6. Report (for National Events or as directed)**

The Tournament Referee shall complete the Squash NZ report form within fourteen days and forward it to Squash New Zealand together with any special report required for disciplinary matters arising during the Tournament either on or off the court.

Note: A code of conduct report sheet must be completed by the Match Referee when a conduct stroke, conduct game or conduct match has been awarded. The Tournament Referee will comment as necessary and sign these sheets and will include them with their tournament report.

## **RESPONSIBILITIES OF THE MATCH REFEREE**

The Match Referee shall:

1. Have a full knowledge of the Rules of Squash and their current and correct interpretation as laid down by the WSF.
2. Ensure that there is a fair result to the match.
3. Ensure the safety of both players.
4. Meet with the appointed Marker prior to the match to discuss any special arrangements that may be necessary and work with the Marker in a cooperative manner during the match.
5. Ensure that the appropriate equipment is in position or available before the start of the match, i.e.:
  - Stopwatch
  - Marking sheets (2) and clip-boards if necessary
  - Balls (2)
  - Pens (2)
  - Microphone
6. Make decisions as required by the Rules of Squash. The Referee's decision on all Questions of Fact, i.e. issues relating to what actually occurred during a specific instance in a match, is final.

## **REFEREE DRESS CODE**

For all national events the dress code priority is as follows:

1. The Tournament Uniform
2. Squash New Zealand Refereeing Uniform
3. Smart casual clothing

## **CODE OF CONDUCT FOR REFEREES**

Squash NZ requires a high standard of professionalism and conduct from all its Referees.

These standards are as follows:

1. Referees should be in good physical condition.
2. Referees must have natural or corrected vision of 20-20 and normal hearing.
3. Referees must have a full knowledge of the Rules of Squash and their current and correct interpretation as laid down by the WSF.
4. Referees should arrive at least 30 minutes prior to the start of the session. Referees should also be prompt for all matches assigned to them.
5. Referees may not drink any alcoholic beverage before their match on the day they are to officiate.
6. Referees should not criticise or attempt to explain calls or decisions by other Referees to anyone other than to those Referees directly, or to the Tournament Referee. Where Referees agree to conduct assessments on each other, these should be done discreetly but must be co-ordinated and supervised by the Tournament Referee.
7. Referees shall not, except in the ordinary course of controlling the crowds during a match, converse with the crowd before, during or after the match.
8. Referees shall at all times maintain complete impartiality with respect to all players and shall not enter into any relationship or take any action which casts doubt on his or her impartiality as a Squash Referee.
9. Referees shall at all times conduct themselves in a professional and ethical manner and give due regard to other Referees and tournament personnel.
10. Referees shall not participate in a media interview or meeting with a journalist where the statements relating to Squash refereeing can be printed or broadcast without the approval of the Tournament Referee.

Referees must maintain an up-to-date activity log, which will be reviewed on an annual basis by the Director and NRP.

April 2009



**NATIONAL/DISTRICT REFEREES ACTIVITY FORM**  
(National forms to be returned to Squash NZ, District forms to be returned to District Convenors)

**NAME:**

.....

**REF QUALIFICATION:**

.....

**ADDRESS:**

.....

.....

.....

**DISTRICT REPRESENTING:**

.....

**CLUB REPRESENTING:**

.....

**PHONE NO:** (home) .....

(work) .....

(mobile) .....

**FAX NO:** .....

Signed: .....

Date: .....

**NOTE:** 1. Record Refereeing Activity on appropriate form.  
2. Forward completed form to Squash NZ, PO Box 21781, Henderson, Auckland, by the 31 October of each year.

<b>REFEREE ACTIVITY SHEET</b>				Name:	Year:	Page:	
	<b>DATE</b>	<b>TOURNAMENT</b>	<b>ROUND</b>	<b>R/M/A</b>	<b>PLAYER A (WINNER)</b>	<b>PLAYER B</b>	<b>RESULT</b>
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**Code = M (Marker), R (Referee), A (Assessor), RESULT = 3/1 etc**



# Code of Conduct

## Report Sheet

Tournament: \_\_\_\_\_ Venue: \_\_\_\_\_

Players: \_\_\_\_\_ v \_\_\_\_\_

Date: \_\_\_\_\_ Round: \_\_\_\_\_

Match Officials Referee: \_\_\_\_\_ Marker: \_\_\_\_\_

Tournament Referee: \_\_\_\_\_

Player's Name: \_\_\_\_\_

Penalty: \_\_\_\_\_

Code: \_\_\_\_\_ Score: \_\_\_\_\_

Description of Violation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<i>Code Reference</i>		
A: Time Wasting	B: Audible Obscenity	C: Visible Obscenity
D: Abuse of Ball	E: Abuse of Racket/Equipment	F: Verbal Abuse
G: Physical Abuse	H: Unsportsmanlike Conduct	I: Dissent

General Comments:

\_\_\_\_\_

\_\_\_\_\_

Signed: \_\_\_\_\_

(Tournament Referee)

(Match Referee)



**NATIONAL/DISTRICT REFEREEING QUALIFICATION**  
**APPLICATION FORM**

**NAME :**

**Mr/Mrs/Miss/Ms** \_\_\_\_\_

(First Names)

(Surname)

**Postal Address :**

<b>Telephone Home</b>	<b>Work</b>
<b>Mobile</b>	<b>Fax</b>
<b>Email:</b>	

**Member of** \_\_\_\_\_ **Squash Club** \_\_\_\_\_ **District**

**National Squash Grading held:** \_\_\_\_\_

**Grading List Code :** \_\_\_\_\_

**Date of obtaining District Refereeing Qualification** (Where Applicable): \_\_\_\_\_

**Venue/Tournament at which District Refereeing qualification was obtained:**

(Where Applicable) \_\_\_\_\_

**NZ Theory Exam Paper - marks obtained :** \_\_\_\_\_ **%**

In applying to sit the examination, I am fully aware of the qualification pre-requisites and requirements.

**Signed :** \_\_\_\_\_

**Date:** \_\_\_\_\_

**District Convenors**

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**NATIONAL DIRECTOR'S USE ONLY**

Date Application Received: \_\_\_\_\_

Tournament allocated for examination: \_\_\_\_\_

Date allocated for examination: \_\_\_\_\_

Date applicant notified: \_\_\_\_\_



## Risk Analysis and Management System

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Activity/Situation: Refereeing a Squash Game

<p><b>Risks</b> Accident, injury other forms loss</p>	<p>The following injuries can occur from incorrect technique (e.g back swing, losing control of racquet), poor discipline or through general play:</p> <ul style="list-style-type: none"> <li>• Soft tissue injuries – sprains, strains, haematomas</li> <li>• Lacerations</li> <li>• Fractures</li> <li>• Concussion</li> <li>• Eye injuries</li> <li>• Dehydration</li> </ul>		
<p><b>Causal Factors</b> Hazards, perils, dangers</p>	<b>People</b>	<b>Equipment</b>	<b>Environment</b>
	<ul style="list-style-type: none"> <li>• Lack of fitness for game</li> <li>• Lack of skill for the level of competition</li> <li>• Lack of knowledge for the laws/rules of the game</li> <li>• Poor discipline</li> <li>• Threatening behaviour from participants i.e. players, coaches</li> </ul>	<ul style="list-style-type: none"> <li>• Racket</li> <li>• Ball</li> </ul>	<ul style="list-style-type: none"> <li>• Court</li> <li>• Poor floor conditions</li> </ul>

<b>Risk Management Strategies</b>	Normal Operation		<ul style="list-style-type: none"> <li>• Check for any dangerous items of clothing e.g. jewellery</li> <li>• Confirm all junior players have eye guards.</li> </ul>	<ul style="list-style-type: none"> <li>• Check the court is in playable condition <ul style="list-style-type: none"> <li>- look for wet/slippery patches</li> </ul> </li> </ul>
	Emergency	<ul style="list-style-type: none"> <li>- Establish whether a first aid kit is immediately accessible in case of injury</li> <li>- The referee is empowered to call off the game if required in event of the following: <ul style="list-style-type: none"> <li>- Abusive coaches</li> <li>- Threatening behaviour from players</li> <li>- Unruly and threatening spectators</li> <li>- Continuous dangerous play</li> </ul> </li> <li>- Awareness of appropriate measures to implement in case of serious/life threatening injury</li> </ul>		
<b>Relevant Industry Standards Applicable</b>		<ul style="list-style-type: none"> <li>- Health and Safety in Employment Act 1992</li> </ul>		
<b>Policies and Guidelines Recommended</b>		<ul style="list-style-type: none"> <li>- Squash New Zealand provide refereeing guidelines appropriate for all levels of the game</li> <li>- All referees are recommended to carry out a basic risk management check prior to the game being played</li> </ul>		
<b>Skills Required by Staff</b>		<ul style="list-style-type: none"> <li>- Referees should have knowledge of the rules of the game appropriate to the level at which they are refereeing</li> <li>- Effective refereeing requires basic skills in the following areas – decision making, concentration, communication, control and organisation</li> </ul>		
<b>Final Decision on Implementing Activity</b>		<b>Choose One</b>		
		<b>Accept:</b>	Comments:	<b>Reject:</b>

## Addendum 6 – Example Tournament Referee Report

### Squash New Zealand

#### TOURNAMENT REFEREE – REPORT FORM

*This form should be returned to NZ Squash national office within 14 days of the event.*

- 1 **Name of Tournament Referee:** Chris Buckland
- 2 **Event:** North Island Championships **Date of event:** 19 ~ 22 June 2008
- 3 **Venue:** Hamilton Squash Club **District:** Waikato
- 4 **Number of A Grade players:** Male = 11 (PSA grade only)  
Female = 10 (WISPA grade only)  
Total = 21 (some others in division 1 grades)
- 5 **Number of NZ Referees used:** 5 Chris Buckland  
Peter Highsted  
Sandra Tinkler  
Ross Minehan  
Mike Jack  
(no candidates for assessment presented)
- 6 **Number of matches refereed by NZ Referees (all grades):** 29 (referee)  
3 (assessor)  
14 (marker)  
46 (total)
- 7 **Were there any unusual problems encountered with refereeing during the event – and if so, how were they resolved?**
- Murray Day court had rain water leak onto it during the last day – this was towelled down and did not make the court unplayable. The court walls however did get wet and the WISPA and PSA finals were moved to the Susan Devoy court.
- 5 PSA finals were scheduled for the same time on Sunday afternoon, making it impossible to cover all matches with NZ Referees if there was to be fairness to both players and referees. This problem was fortunately resolved by an injury and subsequent withdrawal which resulted in 2 of these 5 games being cancelled – fortune only.
- Lateness of finals on Sunday combined with flight bookings meant that only 1 NZ Referee was available to referee the PSA final, and none available to act as marker. This was not acceptable given the referee was the least experienced at the tournament.
- 8 **The overall standard of refereeing at the event was:** Good
- Those NZ Referees who are attending major tournaments are gaining in confidence. Some of the less experienced referees are still finding the odd situation tricky, but discussion and an assessment programme that has at last been started is helping this.
- 9 **Player behaviour, court attire, unnecessary defaults et al:**
- These were not a problem at this tournament, only the PSA playoff for 3<sup>rd</sup> being abandoned due to flight times to Australia. No conduct strokes, games or matches were awarded.

April 2009

10 **Relationship with the Tournament Director and Tournament Controllers:**

This was very good – both sides were happy to work in with the other as required. As Tournament Referee I found the host club and personnel very obliging and willing to accommodate requests for change.

11 **General comments:**

Both the PSA and WISPA draws were very disappointing having only 11 and 10 entries respectively. The standard of play/player was not as high as in tournaments of just a few years ago. The up side of this situation is that a number of younger player are able to progress further through the draw, but this is at the expense of meeting and experiencing play/players at a higher level.

2 candidates for assessment for NZ Referee were expected but neither presented themselves for matches. Similarly a current NZ Referee, Kay Newman, decided not to take the opportunity to remain on the active list.

**Timings of matches:** The timings of matches in both the PSA and WISPA draws were a problem for assigning of referees. Too many matches were timed together meaning the ability to spread referee load was negated to some degree, just as players were unable to view future opponents. A more staggered draw is more user-friendly for all, including spectators. In particular, the timing of games on finals day needs careful consideration. It is impractical to time 5 finals in the same time slot.

**Availability of Referees for finals:** A more co-ordinated plan is needed so that there are referees available to do all finals. In particular there must be a choice of experienced referees (at least 2) to assign to the championship finals – both men’s and women’s finals. It was only through injury that most finals were able to have NZ Referees assigned – only one WISPA final (the plate) was not covered. It was especially disappointing that the PSA final was sufficiently late that only one referee was available to officiate, that referee being the least experienced and still feeling his way to some degree. This referee was placed under pressure to which he is yet to become accustomed, and some disagreement with players resulted.

**Recommendation #1:** Squash NZ give host clubs guidelines to assist them in staggering games in each round, and in particular guidelines for the timing of games on finals day. These must be staggered to allow referees as well as spectators good coverage. The length of game times allowed must also be generous if courts are not to get behind and cause problems with travel for both referees and players.

**Recommendation #2:** NZ Referees must be available for final matches. The most important games are last to be played, and need a choice of referees available to be assigned. This requires co-ordination between NZ Squash (who arrange travel) and the host clubs (who do the draws). This recommendation could alternatively be that Squash NZ sets the times of finals that referee travel can be co-ordinated (or vice versa).

**It is imperative for the integrity of the game that, where the crowds are the biggest and most critical (the finals), a choice of experienced referees is available. Ideally all NZ Referees at a tournament should be available to be assigned to the final match of that tournament.**

Chris Buckland  
Tournament Referee  
30/06/08

(continued overleaf)

April 2009

### PSA games – North Island Championships

Rd	Player A	bt	Player B	Score	Referee	Marker
1	Dane Sharp	bt	Courtney West	11/2,11/4,11/4	P Highsted	C Buckland
1	Josh Cardwell	bt	Keegan Burkhart	5/11,11/9,8/11,11/6,11/8	R Minehan	S Tinkler
1	Evan Williams	bt	Lui Syder	11/6,9/11,11/5,11/8	R Minehan	(player)
2	Campbell Grayson	bt	Dane Sharp	11/3,11/5,11/5	S Tinkler	M Jack
2	Jacob Lohrisch	bt	Josh Cardwell	11/6,11/2,11/7	C Buckland	R Minehan
2	Alex Grayson	bt	Nathan Turnbull	11/5,7/11,12/10,10/12,11/7	R Minehan	C Buckland
2	Graeme Wilson	bt	Evan Williams	6/11,13/11,10/12,11/4,11/8	M Jack	S Tinkler
Semi	Campbell Grayson	bt	Jacob Lohrisch	11/4,11/4,11/3	S Tinkler	(player)
Semi	Graeme Wilson	bt	Alex Grayson	11/5,11/6,11/5	P Highsted	(player)
3/4	Alex Grayson	bt	Jacob Lohrisch	w/o		
Final	Campbell Grayson	bt	Graeme Wilson	11/3,11/7,11/9	M Jack	(player)

### WISPA games – North Island Championships

Rd	Player A	bt	Player B	Score	Referee	Marker
1	Trina Moore	bt	Sarah Agi	9/0, 9/5, 9/4	M Jack	P Highsted
1	Lisa Cowlard	bt	Kendly Morris	9/4, 10/8, 9/1	S Tinkler	R Minehan
2	Joelle King	bt	Trina Moore	9/0, 9/2, 9/0	C Buckland	R Minehan
2	Lana Harrison	bt	Amanda Landers-Murphy	9/1, 9/7, 9/2	(player)	(player)
2	Jackie Laurenson	bt	Alana Sincock	9/3, 9/5, 9/4	M Jack	(player)
2	Amanda Cranston	bt	Lisa Cowlard	9/2, 9/7, 2/9, 10/8	S Tinkler	M Jack
Semi	Joelle King	bt	Lana Harrison	9/0, 9/0, 9/1	R Minehan	(player)
Semi	Jackie Laurenson	bt	Amanda Cranston	9/3, 0/9, 9/5, 9/5	M Jack	C Buckland
3/4	Amanda Cranston	bt	Lana Harrison	5/9, 9/6, 9/10, 10/8, 9/5	P Highsted	(player)
Final	Joelle King	bt	Jackie Laurenson	9/0, 9/0, 9/2	C Buckland	M Jack

### Activity by NZ Referees

#### Chris Buckland – Tournament Referee

Player A		Player B	Score	Round	Date	R/M/A
Scott Calder	bt	Luke Gordon	9/2, 9/0/, 9/6	MD 1, rd 1	19/6/08	R
Chris Lloyd	bt	Dean Hodges	9/1, 9/6, 9/7	MD 1, rd 1	20/6/08	R
Dane Sharp	bt	Courtney West	11/2,11/4,11/4	MO, rd 1	20/6/08	M
Joelle King	bt	Trina Moore	9/0, 9/2, 9/0	WO, rd 2	20/6/08	R
Jacob Lohrisch	bt	Josh Cardwell	11/6,11/2,11/7	MO, rd 2	21/6/08	R
Alex Grayson	bt	Nathan Turnbull	11/5,7/11,12/10,10/12,11/7	MO, rd 2	21/6/08	M
Jackie Laurenson	bt	Amanda Cranston	9/3, 0/9, 9/5, 9/5	WO, semi	21/6/08	M
Keegan Burkhart	bt	Courtney West	2/11,11/4,11/8,11/7	MO, P final	21/6/08	R
Joelle King	bt	Jackie Laurenson	9/0, 9/0, 9/2	WO, final	22/6/08	R

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April 2009

Peter Highsted – Assessor

Player A		Player B	Score	Round	Date	R/M/A
Trina Moore	bt	Sarah Agi	9/0, 9/5, 9/4	WO, rd 1	20/6/08	M
Dane Sharp	bt	Courtney West	11/2,11/4,11/4	MO, rd 1	20/6/08	R
Evan Williams	bt	Lui Syder	11/6,9/11,11/5,11/8	MO, rd 1	20/6/08	A
Jacob Lohrisch	bt	Josh Cardwell	11/6,11/2,11/7	MO, rd 2	21/6/08	A
Alex Grayson	bt	Nathan Turnbull	11/5,7/11,12/10,10/12,11/7	MO, rd 2	21/6/08	A
Lisa Cowlard	bt	Alana Sincock	9/1, 9/3, 9/2	WO, SP r1	21/6/08	R
Graeme Wilson	bt	Alex Grayson	11/5,11/6,11/5	MO, semi	21/6/08	R
Amanda Cranston	bt	Lana Harrison	5/9, 9/6, 9/10, 10/8, 9/5	WO, 3/4	22/6/08	R

Sandra Tinkler

Player A		Player B	Score	Round	Date	R/M/A
Lisa Cowlard	bt	Kendly Morris	9/4, 10/8, 9/1	WO, rd 1	20/6/08	R
Josh Cardwell	bt	Keegan Burkhart	5/11,11/9,8/11,11/6,11/8	MO, rd 1	20/6/08	M
Amanda Cranston	bt	Lisa Cowlard	9/2, 9/7, 2/9, 10/8	WO, rd 2	20/6/08	R
Campbell Grayson	bt	Dane Sharp	11/3,11/5,11/5	MO, rd 2	21/6/08	R
Graeme Wilson	bt	Evan Williams	6/11,13/11,10/12,11/4,11/8	MO, rd 2	21/6/08	M
Trina Moore	bt	Amanda Landers-Murphy	9/0, 9/0, 10/8	WO, SP r1	21/6/08	R
Campbell Grayson	bt	Jacob Lohrisch	11/4,11/4,11/3	MO, semi	21/6/08	R
Lisa Cowlard	bt	Trina Moore	1/9, 5/9, 9/5, 9/5, 9/5	WO, SP fi	22/6/08	R
Dane Sharp	bt	Evan Williams	11/2,14/12,10/12,11/4	MO, SP fi	22/6/08	R

Ross Minehan

Player A		Player B	Score	Round	Date	R/M/A
Lisa Cowlard	bt	Kendly Morris	9/4, 10/8, 9/1	WO, rd 1	20/6/08	M
Josh Cardwell	bt	Keegan Burkhart	5/11,11/9,8/11,11/6,11/8	MO, rd 1	20/6/08	R
Evan Williams	bt	Lui Syder	11/6,9/11,11/5,11/8	MO, rd 1	20/6/08	R
Joelle King	bt	Trina Moore	9/0, 9/2, 9/0	WO, rd 2	20/6/08	M
Jacob Lohrisch	bt	Josh Cardwell	11/6,11/2,11/7	MO, rd 2	21/6/08	M
Alex Grayson	bt	Nathan Turnbull	11/5,7/11,12/10,10/12,11/7	MO, rd 2	21/6/08	R
Joelle King	bt	Lana Harrison	9/0, 9/0, 9/1	WO, semi	21/6/08	R
Evan Williams	bt	Nathan Turnbull	11/8,10/12,11/6,4/11,12/10	MO, SP r1	21/6/08	R
Chris Lloyd	bt	Josh Thom	9/7, 9/4, 9/1	MD 1 final	22/6/08	R

Mike Jack

Player A		Player B	Score	Round	Date	R/M/A
Trina Moore	bt	Sarah Agi	9/0, 9/5, 9/4	WO, rd 1	20/6/08	R
Jackie Laurenson	bt	Alana Sincock	9/3, 9/5, 9/4	WO, rd 2	20/6/08	R
Amanda Cranston	bt	Lisa Cowlard	9/2, 9/7, 2/9, 10/8	WO, rd 2	20/6/08	M
Campbell Grayson	bt	Dane Sharp	11/3,11/5,11/5	MO, rd 2	21/6/08	M
Graeme Wilson	bt	Evan Williams	6/11,13/11,10/12,11/4,11/8	MO, rd 2	21/6/08	R
Jackie Laurenson	bt	Amanda Cranston	9/3, 0/9, 9/5, 9/5	WO, semi	21/6/08	R
Dane Sharp	bt	Josh Cardwell	11/4,8/11,11/7,11/9	MO, SP r1	21/6/08	R
Evan Williams	bt	Nathan Turnbull	11/8,10/12,11/6,4/11,12/10	MO, SP r1	21/6/08	M
Chris Lloyd	bt	Josh Thom	9/7, 9/4, 9/1	MD 1 final	22/6/08	M
Joelle King	bt	Jackie Laurenson	9/0, 9/0, 9/2	WO, final	22/6/08	M
Campbell Grayson	bt	Graeme Wilson	11/3,11/7,11/9	MO, final	22/6/08	R



