

SURREY HOCKEY UMPIRES' ASSOCIATION

THE PRE-MATCH CHECK LIST



PRE MATCH DISCUSSION TOPICS

some notes for umpire guidance

This booklet is divided into an introduction and three further sections. In acknowledging the contributions received in the drafting of this book, particular thanks are due to Ian Dinwiddy whose "home made" check list of pre match topics has been cribbed. Contributions have otherwise been compiled by the Selection and Coaching Committee (S+CC).

INTRODUCTION

Our "Umpire" targets:-

- Umpires with less experience within SHUA.
- Umpires with more experience and seeking a refresher.

Our purpose:-

- In Section One we outline briefly some of the requirements SHUA sets out for the membership. This is especially for our newcomers (who will also receive a welcome letter from the S+CC) as well as older hands just reminding themselves about how SHUA works.
- In Section Two we provide a list of topics to stimulate pre-match discussion. We have set out the list in two ways. There's a "meaty" elaboration of the various subjects and then the topic headings are provided in a quick bullet point reference list (inside back cover).
- In Section Three we set out post match requirements that we see as essential to "rounding off" the performance.

What we ask:-

- You read this booklet in conjunction with the rules of hockey.
- You seek clarification from S+CC in matters of apparent ambiguity.
- You take this booklet to each game you umpire AND USE IT as a guide for your pre match discussion.
- You keep in touch with your coaches. We do not allocate individual members to specific coaches but we do expect the membership to contact us when there are areas of difficulty being experienced. We can not always help you unless we know there is a problem!

TO DO JUSTICE TO ANY MATCH, IT IS ESSENTIAL BEFORE THE MATCH THAT BOTH UMPIRES SET ASIDE SUFFICIENT TIME FOR PREPARATION. SOME THOUGHT CAN BE GIVEN TO IT IN THE COMFORT OF YOUR HOME, BUT MOST OF YOUR PREPARATION WILL TAKE PLACE AT THE GROUND. THEREFORE IT IS RECOMMENDED THAT YOU ARE CHANGED AND AT THE PITCH AT LEAST 45 MINUTES BEFORE THE START. THE FOLLOWING GUIDANCE NOTES MAY GIVE SOME CLUE WHY THIS AMOUNT OF TIME MAY BE NECESSARY. AS A PRE-REQUISITE TO YOUR EFFECTIVENESS IN ANY MATCH, A COMPREHENSIVE KNOWLEDGE OF THE RULES OF HOCKEY IS ESSENTIAL.

SECTION ONE – WHAT SHUA EXPECTS

The following summarises SHUA's expectation from prospective/new umpires to our Association and serves as a refresher to those who have been on board for some time.

To become a fully active member

- You should be regularly available (midweek and Sundays help too). Allowance is made for player/umpires.
- You must satisfy the S+CC of your suitability to take regular appointments to the games to which we appoint.

- You will accept coaching to assist with your development.
- You need to follow our code of conduct including off field duties.

If at any stage during your development you have any complaints or queries about your progress (or lack of it!), you are urged very strongly to contact the Chairman of the S+CC.

APPOINTMENTS

SHUA appoints umpires to Surrey-affiliated clubs in a multitude of leagues and details can be found in the Umpires Grading List. We appoint to all matches in the Surrey Cup competition, some regional and national cup competitions and where possible to our local schools. The development of schools' hockey is a very important objective of our Association.

We have 3 Appointments Secretaries

- one for Saturdays.
- one for Sundays.
- one for Midweek games.

During each season we attempt to organise a "once a month" social get together after hockey on a Saturday. Details are advertised on the Appointments Sheets (i.e. the website) and a selected clubhouse is picked where we meet for an informal chat about hockey related matters and, of course, the games we have recently umpired. All this good work is done in the Bar! We believe this forum gives an opportunity to all members to meet as well as discuss the topical hockey issues of the day.

COACHING & ASSESSMENT

- S+CC aims to either coach or assess every active member of the Association below SCHUA level each season and we usually achieve this.
- Before assessment appropriate coaching is arranged.
- Coaching sessions will always appear on the appointments sheets (i.e. the website).
- Assessments may or may not be indicated on the appointments sheets (i.e. the website). You should be aware that a Coach/Assessor may turn up to watch you umpire on just about any game.
- Post match de-briefs (especially after assessments) are essential. When you know an assessment is being carried out a minimum of 45 minutes should be set aside for a proper analysis and discussion.

CODE OF CONDUCT

It is considered unproductive for members to go around the circuit criticising their colleagues either to fellow members or to the players. A high level of loyalty is essential if the Association is to maintain credibility.

We have an ever-increasing number of umpires who also play on Saturdays. We demand a high level of loyalty from them too and it does not help our cause if such members are seen to behave inappropriately in front of their own team members on or off the field. There needs to be a certain amount of 'tongue-biting', although constructive discussion with the umpires after the game is actively encouraged. A similar code of conduct is expected when we are out supporting our own clubs. It should be possible to support both our clubs AND the umpires at the same time.

DISCIPLINE

Red Cards and MMOs

- Remember a MMO carries a mandatory 30 day suspension.
- ON the pitch would a red card have been given?
- Players may escape suspension if we do not follow the rules.

There are several "DOs" and "DONTs" here (if a red card or MMO has been issued) but this IS NOT AN EXHAUSTIVE LIST.

- THE "DOs"
 - Read or re-read the SHUA Handbook - all disciplinary information is there.
 - Go back to the Clubhouse after the game with your colleague.
 - Speak to the Captain of the team (of the offending side) and get information about the player you have carded (or MMO'd).
 - Discuss the incident with your colleague (privately) as confirmation.
 - Support you colleague if he/she has issued the card.
 - Telephone the details of the card/incident to SHUA (details are in the current Handbook) as soon as possible after the game.
- THE "DONTs"
 - DO NOT change your mind after the game. If you issue a Red Card - **that must stand** – no amount of negotiation after the incident can alter the fact you have issued the card

and the disciplinary wheels need to roll into action.

- DO NOT discuss the incident with the player concerned – he/she has transgressed the rules and it is now a matter for the County.
- DO NOT get drawn into any form of confrontation after the game or in the bar.

SUMMING UP OUR EXPECTATION:

- Enjoy your umpiring and be yourself on and off the pitch.
- Be ambitious and do not be put off by one bad game.
- If you have an umpiring problem talk to a coach or an assessor or the Chairman of the S+CC.

SECTION TWO – PRE MATCH and discussion points

Generally and throughout this booklet we have no intention of telling you how to umpire – this will be done by our Coaches. What we **do** list here are a few “pointers” that are designed to stimulate your discussion before the action starts. This, we believe, helps us deliver a better product to the clubs.

PLEASE DO NOT SPEND TOO LONG ON ANY ONE ITEM IN THE DISCUSSION POINT LIST – YOU WILL NOT GET THROUGH ALL THE TOPICS.

Pre-match preparation begins with contacting your colleague a few days before the game to confirm when and where you will meet and to co-ordinate your dress. There are 3 things that underpin the management of a game by the umpires - Control, Consistency and Communication.

Always remember that you are the “3rd team”. Support and be seen to support your colleague. Supporters, players and coaches will notice.

It is worth remembering that you cannot make a bad game “better” and you cannot please everyone all the time. Good luck!

DISCUSSION POINTS BEFORE THE DAY OF THE GAME

Meeting point

- Decide where to meet. 45 minutes before the start.
- Can we travel in one car?

Match status

- It is dangerous to take preconceptions into a game. Discuss which team is likely to be stronger and their league positions.
- What style of play do you expect?
- How will we adapt if we guess wrongly?

Umpire attire

- Make sure your choice of colour is suitable for teams and background.
- Lots of trees can make green shirts inappropriate.
- Co-ordinate your dress in the week before the game.

League / Cup rules

- League and cup rules (e.g. extra time, golden goal etc).

DISCUSSION POINTS ON THE DAY OF THE GAME - the THREE "Cs"

CONTROL (includes COOPERATION and POSITIONING)

- Determine your areas of control – use the pitch plan on the back of this booklet.
- Where are you likely to need help from your colleague?
- How do you want that help to be given?
- Consider your colleague's distance from the offence and the size of the decision.
- Regular eye contact.
- Where will you be for set pieces?
 - Your circle under your control?
 - Your colleague's circle?
 - How you are going to support each other?
- What will you do if you see an offence in your colleague's area of control that your colleague hasn't spotted?
- How will you know if your colleague hasn't spotted the offence?
- What will be your procedure for recording goals?
- What will the less engaged umpire do when a goal is scored at the other end?
- How will you communicate if you disagree on key decisions? (i.e. normally goals.)

- Consider what happens if you don't show a card, what will you do if someone else commits the same offence?

Agree in advance of the game starting and communicate to the captains...

- Substitutions need to be on the designated side of the pitch within 3m of halfway.
- Where the suspended players will sit / stand.
- Procedure if any U18s are suspended.
- Procedure for substituting goalies.
- Procedure for substituting goalies with out field players or kicking backs.

CONSISTENCY

- Players get understandably upset if each umpire gives a different decision for the same "offence". Most players will play within the boundaries that the umpires set. That becomes difficult when the boundaries of acceptable play appear to differ between colleagues.

Discuss what you will do if...

- players do not retreat 5m at a free hit before the ball is played?
- players are unable to retreat 5m before the ball is played?
- players knock the ball away, or move it to where they think a free should be taken?
- players commit a foul involving intentional or avoidable contact?

- players use intentional stick contact. Will you treat minor intentional contact differently to a major contact?
- players verbally intimidate each other?
- players repeatedly play the ball from the wrong place or hit a moving ball?
- players play the ball above shoulder height?
- players attempt to play the ball above shoulder height?
- there is player, coach or supporter dissent?
- a ball is lifted into player? Discuss the speed of the ball, height of the ball and the ability of the player to safely play the ball (this may be determined by the distance the ball has travelled).
- players "throw" an aerial ball? Consider the location of players in the take off and landing areas.
- the ball accidentally makes contact with a player's foot?

For each of the examples consider location on the pitch, time in the game, any previous offences and the likely outcome if the offence wasn't committed. When will you and your colleague use a loud whistle, advance the ball 10m, or give a card?

Consider when will you use a quick whistle and when will you play advantage. Sometimes the biggest advantage to the attacking side is that you delay giving a personal penalty (no matter how serious) until play goes dead. Use common sense!

COMMUNICATION

Communication with players

As an umpire you will have a personal style when it comes to communication with players.

- Consider how you will speak to players if it is necessary.
- Will you verbally reprimand or just use whistle tone and cards?
- Will you approach players, invite them to join you in a neutral space or request they come to you?
- Do not invite dialogue. Do not ask questions, make statements.
- There can be a fine line between a relaxed light hearted attitude to the players and a familiarity that invites discussion of decisions.
- Above all remember to support your colleague in every way, both verbally and non-verbally.

Communication with your colleague

- Players, coaches and supporters will recognise when umpires are co-operating. Take time to exchange eye contact, wearing a cap or sunglasses may prevent this.
- Take time to ensure that your colleague knows to which player you have given a card and what reason.
- Double whistling – what will you do when you both blow together and point in opposite direction? Remember to give players time to get into position.
- How will you indicate to your colleague if you need to extend a yellow that he / she is controlling?

Whistle selection

- Try and use the same type of whistle.
- Is the venue known for difficulties with;-
 - Two games going on at a time?
 - Weather conditions?

League / Cup rules

- If appropriate agree with captains and coaches in advance of the game.

Players' Dress / Ground Equipment

- Confirm shirt numbering. Are there duplicates?
- Captains armbands.
- Goalkeeping smocks.
- Ball colour (different to the players' socks).
- Walk around the pitch during your chat to note obstructions etc.
- Pitch markings. You can do little about this other than advise the home team.
- Goals. Use your entitlements – the home team is responsible.
- Floodlights.

Deciding Ends

- Consider the location of crowd and bench.
- If you are the junior umpire consider expanding your skills by taking the side of the pitch with the benches.
- Sunlight, caps etc. Who takes the sun?

Timekeeping

THIS LOOKS LIKE A LONG TOPIC BUT IT SHOULD BE COVERED IN UNDER 2 MINUTES.

- Who to time the first half?
- What if under pressure after 35 minutes?
- What if PC in dying seconds? Who to blow?
- What if goal scored as last hit in normal time? Who to blow end of half?
- 1 or 2 minutes to go? Agree signal. Agree signal for half minutes.
- INJURIES
 - Who will stop the game?
 - Err in direction of caution especially (head injuries/U18s etc.).
- Ball out of cage?
- What signal will be used for the watch stopped / broken / not restarted?
- Blow the whistle to start and restart after goals or stoppages.
- Ensure your colleague is ready to restart the game.
- Coaches and managers keep time as well.

SECTION THREE – POST MATCH actions

SHUA believes it is essential to allow adequate time after the game to discuss the various incidents in the game with both your colleague and the players/coaches. You should use post match time wisely.

You can learn as much in the bar as you can from the practical. Here is a short list to start you off on the post match experience.

- Discuss the game with your colleague.
- Support your colleague (even after the game is over).
- Talk to the coaches, captains and any other interested parties. Admit mistakes, if any!
- Do not abuse the SHUA badge you have earned (or are trying to earn).
- Follow the codes of conduct and SHUA will support you.
- Uphold the reputation of SHUA at all times.
- Support your colleagues from all previous matches at all times.
- Do not abuse a fellow umpire (remember this applies when playing as well).
- Remember your obligations if there have been red cards and/or MMOs.
- Make notes after the game while lessons and questions are fresh in your mind.
- There is always something new to learn.

FINALLY remember that your next game is the most important game of the season.

QUICK CHECK LIST FOR PRE MATCH

(for experienced umpires)

Control

Consistency

Communication

With the players

Use whistle

Use entitlements

With your colleague

Rules

Whistle

Players Equipment

Deciding ends

Timekeeping

Eye contact

