

## REFEREE'S PRE-GAME INSTRUCTIONS (January 2011)

- STRATEGY**
- Pleasure to do the game with the team / NB for officials, teams, competition
  - Who are the teams /key players /team strategies?
  - Concentrate / 1 of 4 must see incident /cooperate, team work, support one another, communication, visual contact
  - Analogy of flying a plane (captain, co-pilot, flight attendant, and engineer)
  - Countdown sheet /Warm up procedure on the field for the officials
  - Know procedures for walk out and line up, anthems, photos, coin toss, and checking of nets (start and at half)
- 4<sup>th</sup> OFFICIAL**
- 4th official to worry about details prior to game, ref and ARs concentrate on game, extra cards, flags and whistle
  - Subs to warm up where it does not interfere with game, colors, location, no balls
  - Check cleats, shin guards, socks, shirt and jewelry before allowing player to sub
  - Go to AR1, AR2 assist if you see upcoming sub, then both ARs give signal until I acknowledge one of you, then put flag down, 4<sup>th</sup> official proceed; wait until player has left field before sub comes in
  - Write down goals, subs, cautions, dismissals, reasons and times at different time than me
  - Signal # of minutes of extra play (high, middle, low, and confirm at 43 minutes), indicate at 45 minutes running time
  - Incidents that are missed by ref, tell the AR1 or AR2 but do not allow game to restart – do what you have to prevent the restart
  - Participate in assisting the crew with cautions, dismissals or other incidents, watch behind the play
  - Control benches; one team official at a time allowed to give instructions and return to position
  - Ejected players must leave the bench area
  - Use personality to deal with bench personality, if ref called, will be dismissed, (Ask, Tell, Remove process)
  - Injuries: wait for my signal to allow medical staff or team officials on the field, stretcher must wait for signal
  - Assist with allowing injured players back in, check bleeding carefully
  - Ball retrievers, ensure they are doing things correctly and speak to them before the game
- EXTRA TIME**
- Ensure no players leave the field, AR1 take one bench, 4<sup>th</sup> the other, only coach and trainer can enter the field
  - At half time of extra time, will change and start right away
  - At the end of extra time, the 4<sup>th</sup> official to take one bench, and AR1 the other bench
  - Do not allow players to leave the field, and only the coach may come in to give instructions but leaves before kicks from the spot
  - One AR will be at center field controlling the players, ensuring they are still conducting themselves as in the game and dressed accordingly, ensure equal number of players left on the field
  - AR on goal line with goal area line, to judge goal only
- 1. Field of Play** - Inspect field: all markings, flags, benches, pump, extra flags & board to 4th official's table
- 2. Ball** - Check balls and then take spare balls out to field (find out number of them)
- 3. # of Players**
- Check field line up; check team list against eligible player list or ID cards
  - Check number of substitutes on the bench and team officials
  - Assist in controlling the substitutions
- 4. Equipment** - Inspect player's equipment; ensure five different colors for match, players keep socks up and jersey tucked in
- 5. Ref** - If a mistake is committed, let ref know before the game restarts or finishes, get the attention by any means
- 6. ARs** - Write down goals, subs, cautions, dismissals, reasons and times at different time than me
- 7. Duration** - Confirm the amount of time left with the ref
- 8. Start/restart** - Check nets right to left inside and behind net, go around the corner flag and take position with 2nd last defender, count players, watch set, field clearance, unfurl flag when ready, test beep again on flags

- 9. Ball in/out** - If the ball leaves field and I have not called it out, stand there with flag up until I call it or common sense prevails
- 10. Scoring** - Eye contact at all times, if a good goal, run 20-30 meters to centre with flag down, alert to goal area problems, run to centre when dissent occurs  
 - \* **If the ball just crosses the line and comes out again, raise the flag, look at me, give me a nod and run to centre field (must be very fast)**  
 - If something else, when I look at you, offside flag is up or flag to indicate offensive foul. If need be call me over
- 11. Offside** - Always take position with 2nd last defender or 1 of 3 positions / follow ball to goal line  
 - 1 of 4 must happen; 1. off-side, 2. overrule you 3. defense regains control 4. keep flag up until I call it  
 - **IF IN DOUBT NO FLAG!**
- 12. Fouls/Misc** - Talk to players and be preventative, raise flag and wave it if need be, give direction, and indicate if indirect, trivial vs. significant  
 - Assess (foul, temperament, referee awareness, ensuing actions), assist (check with ref), act (call it or play on)  
 - Assist if I have big questions looming over me; keep eyes behind play, appropriate nods  
 - Keep keeper honest on the first couple of punts at the edge of the penalty area  
 - Caution with goalkeeper handling the ball at the edge of the penalty area and if it happens outside assist by raising the flag if I do not see clearly – may be a goal scoring opportunity  
 - Offensive foul in the penalty area, which I could not see, raise flag and call directly  
 - If misconduct or violent conduct behind my back that I do not see - raise flag, caution vs red signals - #, team, caution/dismissal, reason  
 - If mass confrontation the near AR come in and help sort it out, far AR and 4<sup>th</sup> come in to take notes and help  
 - If need to tighten up signal a clinch fist, if under control nod positively  
 - \* **Call fouls in your area if I missed something by not been close or my vision is blocked, or if it is in the black area that I can not see, continue if I play advantage, mirror me when right in front of you**  
 - \* **If I do not appreciate the severity of the foul point to caution or red**  
 - **If wrong player being discipline or a double booking call me over to help**
- 13. Free Kicks** - \* **Control placement of the ball; control encroachment, if near step on the field and control situations**  
 - \* **On free kicks near the penalty area; stay with offside – rare that will ask to go to goal line - signal**  
 - \* **If foul at edge of the penalty area and I can not see the placement, if foul outside the penalty area, stop at the edge of the penalty box, put flag on left hand and move laterally towards centre; if foul inside the penalty area run towards the corner flag, once penalty kick is called move to the position on the goal line**
- 14. PK** - On trivial fouls which do not warrant a call shake head for no foul  
 - \* **If there is a significant defensive foul in the area that I miss 100%, look at me, give me a nod, beep the flag, raise the flag, bring it down, run to corner flag and around it to take up position for penalty kick**  
 - \* **Stand on the goal line at the edge of the penalty area, and signal for goal, if keeper moves significantly raise the flag, be 100% sure**
- 15. Throw-in** - Eye contact; if not sure, put flag up and look for help; keep flag down when whistle goes and look for my help  
 - I will go with AR on their diagonal; signal ball out only if unclear; otherwise just give direction  
 - On my diagonal I will call, you follow me after I signal. When unclear, signal ball out of play in the appropriate hand, I will signal and then you follow me.  
 - I will watch the hands, AR watches the feet, tell players where to take it from
- 16. Goal Kick** - Signal directly on your diagonal; on my diagonal make eye contact first, when not obvious flag up first  
 - Control position of ball in goal area & penalty area, position with 2nd last defender, evaluate keeper vs. defenders  
 - Prevent encroachment, call it if player interferes with play; always be aware of goal area and keeper
- 17. Corner** - Signal directly on your diagonal; on my diagonal make eye contact first, when not obvious flag up first  
 - Ensure ball is in the area; control encroachment, step onto the field if necessary  
 - Position yourself at flag when kick from opposite side; give room to player on your diagonal