

SNZ Officials Assessment System



As part of the SNZ Technical Advisory Committee's (TAC) ongoing assessment of the procedures associated with officiating, the committee has reviewed the National Referee Grading System currently operating in NZ.

Based on the unanimous feedback received, SNZ has decided to implement a competency based assessment system for:

- Referees
- Starters
- Judge of Stroke

The process will include:

- Appointment of Assessors by the TAC for each National Competition
- Notification by SNZ to those being assessed - 1 month prior
- At the beginning of the meet assessors will talk with the officials being assessed to explain the assessment further and answer any questions.
- The official will be assessed for 2 sessions (more if required) on the criteria shown below.
- A short informal feedback session will take place between the assessor and the official after the finals session or the following day.

The main aim of the system is to help improve the performance of all officials by educating and providing positive constructive feedback in a transparent manner in relation to the duties required as a Referee, Starter or Judge of Stroke. Assessors will also act as mentors where officials can ask questions in friendly informal situations.

At each competition, Assessors will assess officials against the competencies required for each qualification as shown in the next 4 pages.

This system began at the 2007 Spring Competition.

Officials Name: _____
 Date: _____
 Meet: _____



Element / Performance Criteria REFEREE	Displayed Competency		Comments Must be completed if marked NO
	YES	NO	
1 Preparation			
1.1 Arrived at venue at appropriate time prior to commencement of event.			
1.2 Undertook a check of the pool area etc.			
1.3 Explained any requirements to key officials.			
1.4 Was aware of surroundings/officials etc throughout the event.			
1.5 Checked with Meet Director on any particular issues.			
2 Performance of Task			
2.1 Used effective communication strategies to officiate the meet.			
2.2 Used signals and whistles appropriate to the meet and in accordance with the rules of swimming.			
2.3 At the start of each event was positioned in a place where they could observe the start correctly and be easily seen and heard by the Starter.			
2.4 Does the referee have an awareness of the event in the water.			
2.5 Was in a position to observe the race.			
2.6 Checked the pool throughout and at the end of every race to be aware of any possible disqualifications being reported.			
2.7 Worked closely with the Meet Director to ensure the smooth and efficient conduct of the meet.			
2.8 Worked closely with the Control Room Supervisor to ensure the smooth and efficient conduct of the meet.			
2.9 Worked with the announcer to ensure the smooth and efficient running of the meet.			
2.10 Used appropriate non-verbal communication strategies.			
2.11 Any issues associated with the performance of all other officials were appropriately actioned to ensure they performed their tasks.			
2.12 Provided constructive feedback to key officials in an appropriate and timely manner, if necessary.			
2.13 Used appropriate & positive communication strategies when dealing with swimmers, officials, parents, supporters and coaches.			
2.14 Focused entirely and exclusively on the task assigned without engaging in any distracting activities.			
2.15 Appeared to be in total control at all times.			
2.16 Appeared confident at all times.			
2.17 Was willing to hand over to a suitably qualified JOS when necessary and did not try to maintain control even when this impacted on the running of the meet.			
2.18 Maintained the speed of the meet. It was not too fast nor too slow.			

3 Decision Making			
3.1 Officials who made recommendations regarding possible breaches of the rules were questioned thoroughly to ensure that recommendation was being made in accordance with the rules as required.			
3.2 Officials who made recommendations regarding possible breaches of the rules are questioned politely and shown appropriate courtesy, as required.			
3.3 All decisions made were consistent with every competitor being treated equally.			
3.4 All decisions were made quickly, clearly, concisely, in accordance with the rules. Without any unnecessary delay.			
4 Disqualification Forms			
4.1 All disqualification forms were completed accurately and pursuant to the rules.			
4.2 All disqualification forms by other officials were checked for accuracy and, if inaccurate, were corrected or discarded.			
4.3 Disqualification forms were printed legibly.			
5 Post Meet			
5.1 Where required, provided appropriate feedback to officials regarding the performance of their duties.			
5.2 Stayed available at the meet for an appropriate time after the last race.			
6 General			
6.1 Maintains current knowledge of the rules of swimming.			
6.2 Was dressed appropriately for the task.			
6.3 Was courteous to all swimmers, coaches, parents, spectators and other officials at all times.			
6.4 Maintains a level of concentration, physical fitness or capability to perform the task.			

Officials Name: _____
 Date: _____
 Meet: _____



Element / Performance Criteria JUDGE OF STROKES	Displayed Competency		Comments Must be completed if marked NO
	YES	NO	
1 Preparation			
1.1 Arrived at venue at appropriate time prior to commencement of event.			
1.2 Reported to the Referee to receive any instructions.			
1.3 Had all required equipment to complete the task.			
2 Performance of Task			
2.1 Was waiting in the correct position ready for every start.			
2.2 Current position at 15m at start and during the race.			
2.3 If seated, they stood when the Referee blew the whistle indicating the start.			
2.4 Maintained a position in relation to the swimmers where every swimmer under their jurisdiction could be seen in every heat.			
2.5 Maintained a position in relation to any other Judge of Strokes to enable the other official to perform their task.			
2.6 Every designated lane was observed and judged equally.			
2.7 Position so as to see the turns and to assist the Inspectors of Turns.			
2.8 Focused entirely and exclusively on the task without engaging in any distracting activities.			
3 Decision Making			
3.1 All recommendations regarding possible breaches of the rules were made independently and reported immediately to the referee.			
3.2 All recommendations made were consistent with every competitor being treated equally.			
3.3 All recommendations were made clearly, concisely, in accordance with the rules.			
4 Disqualification Forms			
4.1 All disqualification forms were completed accurately and pursuant to the rules.			
4.2 Verbal reports were given to the Referee as soon as possible during or after the race.			
4.3 All written forms were completed expediently after the verbal report has been given.			
4.4 Disqualification forms were printed legibly.			
5 Post Meet			
5.1 Checked with the referee prior to leaving.			
6 General			
6.1 Maintains current knowledge of the rules of swimming.			
6.2 Was dressed appropriately for the task.			
6.3 Was courteous to all swimmers, coaches, parents, spectators and other officials at all times.			
6.4 Maintains a level of concentration, physical fitness or capability to perform the task.			

Officials Name: _____
 Date: _____
 Meet: _____



Element / Performance Criteria STARTER	Displayed Competency		Comments Must be completed if marked NO
	YES	NO	
1 Preparation			
1.1 Arrived at venue at appropriate time prior to commencement of event.			
1.2 Positioned starting platform in a position where starter can clearly see all lanes.			
1.3 Ensured that all equipment that is required for the task is available, appropriate, tested, working and positioned correctly.			
1.4 Ensured that the starting device could be seen and heard by all swimmers, officials, and all lanes.			
2 Performance of Task			
2.1 Worked with the Referee to maintain a position where the Referee can be seen during each start.			
2.2 Watched the Referee at all times prior to the handover so they could react to all instructions and signals.			
2.3 Reacted immediately and appropriately to the Referee's signals and instructions.			
2.4 Issued all instructions for the start after the Referee handed over control of the start.			
2.5 Issued the start instructions as soon as the starter was satisfied that all competitors were stationary.			
2.6 Swimmers were not held unduly after they were ready to start.			
2.7 All instructions were issued clearly and in accordance with the rules.			
2.8 Starting instructions were issued with the appropriate volume and tone of voice.			
2.9 Worked well with the other starter.			
3 Decision Making			
3.1 All recommendations regarding possible breaches of the rules were made immediately to the Referee.			
3.2 All recommendations were consistent with every competitor being treated equally.			
3.4 All recommendations were made clearly, concisely, in accordance with the rules.			
4 Disqualification Forms			
4.1 All disqualification forms were completed accurately and pursuant to the rules.			
4.2 Verbal reports were given to the Referee as soon as possible.			
4.3 Disqualification forms were printed legibly.			
5 Post Meet			
5.1 Checked with the Referee prior to leaving.			
6 General			
6.1 Maintains current knowledge of the rules of swimming.			
6.2 Was dressed appropriately for the task.			
6.3 Was courteous to all swimmers, coaches, parents, spectators and other officials at all times.			
6.4 Maintains a level of concentration, physical fitness or capability to perform the task			