

# Acknowledgements

The FA wishes to thank the following Referee Assessors for their contribution in updating this Handbook for Referee Assessors:

**Tony Weight**  
**Vince Hannon**  
**Roy Williams**

# Foreword

Assessors play an important and integral role in developing the modern day referee. They are the guardian of standards and provide a quality service towards referee promotion, development and retention. First and foremost, **the Assessor's role is to help referees to improve and become better referees.**

The aim of this handbook is to broaden your knowledge on assessing referees as well as offering practical assistance regarding your work as an Assessor.

Having gained a substantial amount of on-field experience, it is considered a natural progression for a senior referee to wish to assist in the further education and development of colleagues by becoming an Assessor. However, many senior referees do embark on a career as an Assessor whilst still officiating and this ensures an even smoother transition into the Assessor role.

By accepting the responsibility of being an Assessor, you are able to support active colleagues and contribute to their progress and development as referees. It is necessary for an Assessor to attend an approved Course of Instruction conducted by either The Football Association or a County Football Association. This course not only prepares the Assessor for his/her role within the game of football, but also accredits him/her with a recognised qualification as a **Football Association Registered Assessor.**

By becoming involved in the assessment of referees, a most valuable service is being offered to less experienced referees who will appreciate the positive and constructive help passed on to them by more senior colleagues. It is a most satisfying and enjoyable role.

Senior referees who wish to become Assessors, should contact their local County Football Association's Referee Development Officer (RDO) or the Football Association Refereeing Department.

**Ian Blanchard**  
Senior National Game Referee Manager

**Neale Barry**  
Head of Senior Referee Development

# Contents

ACKNOWLEDGEMENTS		1
FOREWORD		2
CONTENTS		3
SECTION 1	The Assessor	4
	1.1 The FA Scheme for Referee Assessment and Registration of Assessors	5
	1.2 Qualities of an Assessor	5
	1.3 Training courses for Referee Assessors	5
	1.4 Criteria to become an FA Registered Assessor	6
	1.5 Report Writing	6
	1.6 Referee Competencies	7
	1.7 Candidates with Physical Impairments	7
SECTION 2	Assessing at County Level	8
	2.1 Practical hints for Assessors at County Level	9
	2.2 Competencies for Level 7, Level 6 and Level 5 Referees	10
	2.3 Referee Assessment & Development Form (blank)	14
	2.4 Guide to Marking Referee Promotion Candidates	16
	2.5 Marking guide descriptions for Referees and Assistant Referees for each section of the report	17
	2.6 Description of Performance – Summary	18
	2.7 Conducting the Post-Match Debrief	18
	2.8 Good Practice / Sample Assessments	19
SECTION 3	Assessing at Supply League Level	23
	3.1 Practical Hints for Supply League Referee Assessors	24
	3.2 Supply League Assessor Scheme Protocols	25
	3.3 Level 4 Referee Competencies	26
	3.4 Supply League Form (blank)	28
	3.5 Assessor Marking Guide for Supply League Referees	30
	3.6 Marking Guide Description	32
	3.7 Supply League Assistant Referee Competencies	34
	3.8 Supply League Assistant Referee Assessment Form (blank)	35
	3.9 Assessor Marking Guide for Supply League Assistant Referees	36
	3.10 Conducting the Post-Match Debrief	37
	3.11 Good Practice / Sample Assessments	38
SECTION 4	Appeals Procedures	44
	4.1 County FA Level	45
	4.2 Supply League Level	45
SECTION 5	Appendices	46
	5.1 Standard Assessment Report Forms	47
	5.2 Data Collection Examples	53

Copyright 2010

All rights reserved. All materials contained in this publication are protected by copyright. No part of this publication may be reproduced in any material form (including photocopying or storing in any medium by electronic means and whether or not transiently or incidentally to some other use of this publication) without the written permission of the copyright owner except in accordance with the provisions of the Copyright, Designs and Patents Act 1988.

Throughout this handbook, the pronouns he, she, him, her and so on are interchangeable and intended to be inclusive of both men and women. It is important in sport, as elsewhere, that men and women have equal status and opportunities.



SECTION 1

# The Assessor



# 1. The Assessor

## 1.1 The FA Scheme for Referee Assessment and the Registration of Assessors

The Football Association recognises that it is fundamental to have an approved and monitored assessment scheme which will ensure that Assessors are all working to a national standard, endorsed by the FA and County Football Associations.

A national referee and assistant referee assessment scheme sets clear goals, operates to common standards and provides a framework for improved standards, greater consistency in marking referees and improving standards of report writing. There is a continuous need to maintain and improve high standards in assessing. Assessors need help to improve, but can help themselves by self-assessment, comparing trends in marking, learning from colleagues and looking to County Assessment Officers and Assessor Coordinators at Supply League Level for advice and help. They should aim to continuously improve their quality of report writing and consistency of marking.

In order to become an FA Registered Assessor, it is necessary to attend an approved Training Course organised by a County Football Association(s). It will also be necessary to demonstrate that standards are being maintained so the Football Association will make arrangements for FA Registered Assessors to have their performance monitored as and when appropriate.

Assessors now have a career pathway that enables them to move to assessing at a more senior level of football, depending upon the quality of their written reports and effective and accurate analysis of a referee's performance.

## 1.2 Qualities of an Assessor

1. Refereeing experience over a period of time to enable credibility
2. Knowledge of the Laws of the Game
3. The ability to view the game through the eyes of the referee
4. Objectively analyse the performance of the referee
5. Objectively evaluate on-field performance against the marking guide and list of competencies
6. Ability to prioritise the strengths and development areas of the referee's performance
7. Provide comments to referees that are always constructive
8. Ability to recommend a solution and/or offer an option to any perceived shortcoming
9. Ability to motivate officials whilst offering advice
10. Ability to collate information to conduct a short debrief immediately after the game
11. Ability to present all the relevant information in a legible, written format preferably within 72 hours (3 days) of the game, in order that the referee has the report before his next game

## 1.3 Training Courses for Referee Assessors

### Initial Training

In order to become an FA Registered Assessor, all trainee Assessors have to undertake an initial training course organised by their County Football Association. Such a course aims to equip new Assessors with the relevant match day skills to undertake the assessing role. Advice will be offered on the marking scheme, the referee competencies and good practice in completing the assessment form. The training will involve observation of a live match and producing a specimen report. Trainee Assessors then work in conjunction with more experienced colleagues and submit at least two further mentored reports for approval by the County Assessor Coordinator or Referee Development Officer.

### Continuation Training

To continuously improve standards, all Assessors are expected to attend in-service training at least annually. The theme of such training is maintaining knowledge and awareness and will include updates on both Law and the assessing scheme. Assessors will be encouraged to develop their skills and will be offered practical help and guidance to do so. A key objective is to achieve a more uniform and consistent approach to assessing. Failure to attend consecutive in-service sessions may result in the Assessor qualification being withdrawn.

### Football Association Assessor Training - Supply League Level

Training for Assessors on Supply Leagues is now standardised with all Assessors attached to a Supply League or Leagues attending a 'training match'.

This is followed up with a session to review and discuss the learning points arising from reports written by the Assessors at the training match.

Such training is now an annual event with the timing of the training match and the follow-up training session agreed with the Support Officer\*\*\* attached to each Supply League. Supply League Assessors must attend a training match and follow-up session each year in order to retain their Supply League registration.

Further training events may be held at different times of the season according to particular needs or demands.

\*\*\* At Supply League Level, five Support Officers have been appointed by the FA to work with Supply League Coordinators in different regions of England to improve the quality of report writing and marking of Assessors' reports.

## 1.4 Criteria required to become a FA Registered Assessor

### FA Registered Assessor

- Must be Registered with their local County FA
- Must have been an active referee whose service and experience is recognised as credible by the County Football Association and Football Association National Referee Manager
- Must have completed the Football Association Initial Training Course for Assessors
- Must have 3 assessments quality checked by **The County FA Assessor Coordinator**
- Appointed to appropriate games by the County FA Assessor Coordinator
- Must attend In-Service Training (IST) annually

### Supply League Assessor

- Must be Registered with their local County FA
- Must have been an active Level 5 referee or higher, not currently officiating upon the Supply League
- May be recommended by County Assessor Coordinator to assess at Supply League level
- Must attend FA Supply League Assessor Training Course (see Section on Supply League Assessing for further details)
- To be appointed to games by the Supply League Assessor Coordinator
- Must attend annual In-Service Training for this level to remain a Supply Level Assessor
- Annual invitation to be on the Supply League Assessors Panel
- Assessments will be monitored and Assessors will be removed if they fail to meet the standards expected
- May assess at County FA Level without additional training

### Contributory League Assessor

- Must be Registered with their local County FA
- Must have officiated at Contributory League Level or above
- Must attend FA Contributory Leagues Assessor training course
- Assessing experience at Supply League level or above
- Annual Invitation from the Contributory League Assessor co-coordinator
- *(Invitations may be extended to: recently retired Referees at L3 or above; Supply League Assessors who are recommended for consideration by the Supply League Assessor coordinator; Assessors from Levels of football above Contributory League)*
- *Selection from Supply League Assessor co-coordinators' recommendation will be based on evidence of written reports, both for referee and assistants*

- Must attend Contributory League Annual Training to remain a Contributory League Assessor
- Assessments will be monitored and Assessors will be removed if they fail to meet the standards expected
- May assess at levels below the Contributory League without additional training

## 1.5 Report Writing

As the guardian of standards, an Assessor's report will play a vital part in the development of the referee. An Assessor should therefore be prepared to offer constructive advice every time a development area is identified, indicating a potential solution, drawing where possible on the strengths of the match official.

### The report should:

- Be written in positive language showing support and empathy for the referee
- Be positive in identifying areas of performance that have been carried out well
- Identify development areas, providing advice to improve
- Provide evidence from the game to support those parts of the referee's performance that are positive and those that need to be improved

Your overall approach should be to offer practical guidance to improve performance. You should also be prepared to discuss any matter upon which the official is seeking clarification or should the County FA / Supply League Coordinator require more information.

### Your report should:

- Be accurate: recording name(s) of match official(s), level, date and teams

- Be written to the candidate e.g. (you conducted yourself in a confident manner...)
- Only make reference to the game you have observed
- Ensure that each section contains detailed comments particularly in relation to match changing decisions
- Itemise the areas which attract developmental comment (24mins you may have made a different judgment had you adopted a different position...). Use clear, simple understandable phrases and sentences
- Ensure Law is quoted correctly
- Ensure correct terminology is used on every occasion
- Ensure that the written content reflects the weightings given to each section of the report. Please see Pages 16 and 30 for further explanation and details
- Show a total mark and a mark for each section

Should any match official be unable to complete a game, for whatever reason, a report must be submitted if he/she referees a minimum of 45 minutes.

## 1.6 Referee Competencies

The introduction of a competency based referee assessment scheme provides everyone concerned in the game with several benefits. It clearly identifies those competencies expected to be demonstrated at Level 7, 6 and 5. It helps the Assessor to identify the extent to which the competencies for a particular section of the report have been demonstrated by the referee, by cross reference to the notes made by the Assessor during the game. It also prevents Assessors using other criteria to assess performance that are not part of the competency framework. In this way, there is greater consistency in assessing performance using only the competencies listed.

It is recognised that a Level 7 referee seeking promotion to Level 6 must demonstrate some of the competencies of a Level 6 across all the sections of the report. A level 6 referee seeking promotion to Level 5 must demonstrate some of the competencies of a Level 5 across all the sections of the report.

**There may be instances where a Level 7 candidate demonstrates competencies expected at Level 5. Where this is the case, additional credit must be given.**

It is suggested that for all promotion candidates to receive an overall mark that would indicate readiness for promotion to the next level, **the Assessor would reasonably expect to see over half of the next level competencies demonstrated by the promotion candidate.**

The competency framework enables the referee to understand what is required to progress as well as providing the Assessor with a method of determining the official's potential more closely against clearly laid out criteria.

## 1.7 Candidates with physical impairments

This guidance has been produced by the Referees Equality Working Group to assist Referees Assessors when assessing candidates with physical impairments.

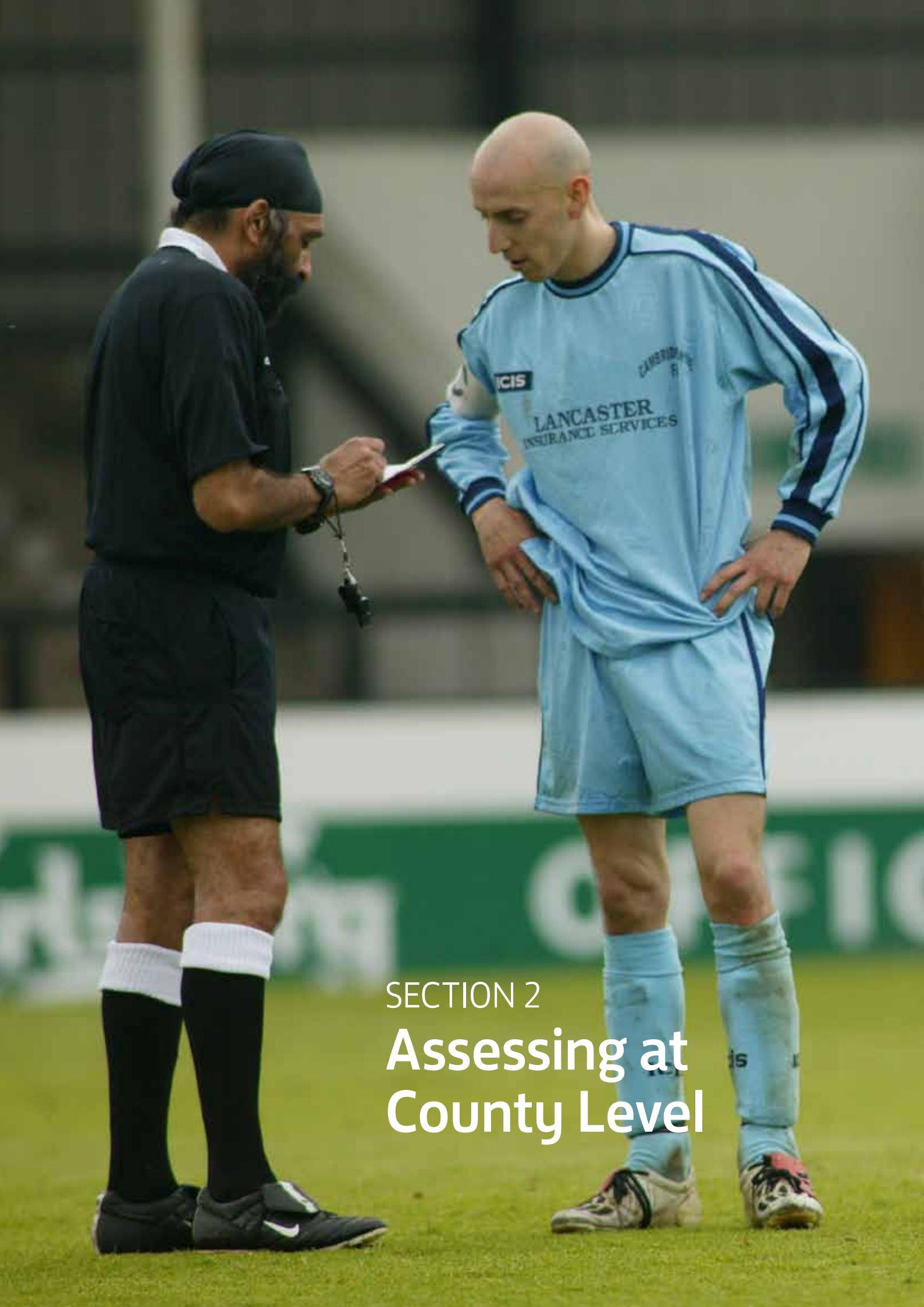
### Guidance

All candidates for assessment should be assessed fairly and objectively against the core competencies for the on-field assessment:

1. Application of law
2. Match control
3. Positioning, fitness and work rate
4. Alertness and awareness including management of stoppages
5. Communication
9. Teamwork
7. Advantage

This guidance is concerned with 3. Positioning, fitness and work rate.

- Regardless of any physical impairment the Referee must be judged fairly on his positioning, fitness and work rate
- There is no requirement to make adjustments to the physical demands of the assessment to accommodate a person's physical impairment. This is because the Referee needs to keep up with the pace of the game in order to referee it competently. Referees will be self-limiting with regards to promotion depending on the speed of play, therefore the fitter the Referee is, the higher the level of game they will be able to Referee, as long as all the other competencies around positioning, fitness and work rate are also met
- Providing the Referee is in the right place at the right time to make credible decisions, the optimum distance is 10 -15m from active play where possible
- In quick breaks the Referee may not be able to achieve this 10-15m distance therefore has the Referee adopted the best possible position and viewing angle to see point of contact but still may be 20-25 from play?
- By not reaching this recommended distance from active play – did the Referee miss any infringement?
- Did the Referee adopt the correct viewing angles, therefore substituted distance for angle?
- You should keep accurate notes to record your observations and these should substantiate any decision you make at an assessment. You are strongly advised to use the Planning Sheets and Referee Assessment and Development Form from the Assessors Handbook. You should keep copies of both the planning sheet and forms – this is because if someone challenges your decision on assessment these records will form part of your defence
- There is no upper limit to a claim of discrimination, claims are likely to be taken through an Employment Tribunal



## SECTION 2

# Assessing at County Level



# 2. Assessing at County Level

## 2.1 Practical hints for Assessors at County Level

- Make a travel plan as you did when you were refereeing
- Ensure a thorough record of the performance is taken, noting strengths and areas for development
- Never act as an Assistant Referee when appointed as an Assessor
- Introduce yourself to the referee before the match
- You may make contact with the referee at half-time, especially if there is a major problem with the referee's performance that can be put right easily in the second half
- Conduct a post-match debrief, taking opportunity to clarify any points required, confirm action taken by the referee, reinforce positive points, offer constructive advice to improve and leave the referee feeling good. Please refer to the guidelines on Page 18
- Allow yourself thinking time between the end of the match and preparing your report
- When preparing the report please ensure all relevant materials are used:
  - o Notes taken during the game (planning sheet etc)
  - o Laws of the Game
  - o Guide to assessing (including marking guide)
  - o Competition rules
- It is recommended that you prepare a rough copy of your report; this will allow you to amend it if required. It is essential that you are positive in your approach at all times
- Any areas for development should include the relevant advice to improve future performances
- Ensure the report is both legible and grammatically correct and arrives at the County FA within 72 hours of the game



## 2.2 Competencies for Level 7, Level 6 and Level 5 Referees

This section outlines the elements of each competence, and gives some guidance as to what the Assessor should be looking for to confirm that the element of that particular competence has been met.

### 1. Application of Law

#### Level 7 is able to:

- Carry out pre-match responsibilities by being seen to inspect the field of play and players' equipment prior to the game
- Know when and how to start, stop or restart the game according to Law
- Differentiate between penal and technical offences as demonstrated by appropriate restarts and signals
- Recognise when to take disciplinary action, sending off, cautioning or dealing with misconduct according to the offence
- Deal with players guilty of dissent so that they do not undermine the Referee's performance

#### Level 6 is able to:

Demonstrate all of the above, plus:

- Distinguish between types of challenges (careless, reckless or excessive force) as seen by applying the appropriate disciplinary sanction
- Use the correct caution or dismissal procedures, for example isolating the offender and showing the card clearly but not in the player's face
- Deal with offensive, insulting or abusive language and/or gestures according to the reasonable expectation of the Assessor
- Ensure injured players leave field of play after assessment on the field and that the game is restarted correctly according to Law

- Recognise offside offences, adding credibility by being seen to be in position to make sound judgements
- Apply the Laws consistently throughout the match

#### Level 5 is able to:

Demonstrate all of the above, plus:

- Deal with Serious Foul Play or Violent Conduct effectively, including credible view and correct recognition of offence; injured player's welfare managed appropriately; correct restart in Law
- Deal effectively with denial of a goal or an obvious goal-scoring opportunity, including credible position to judge the offence; taking into account the position of all players involved; correct restart in Law
- Handle mass confrontation calmly and effectively, including identification of instigator(s) and anyone escalating the situation; appropriate disciplinary sanctions; restoring order and correctly restarting the game
- Identify and appropriately deal with persistent misconduct as seen by speaking to the player; taking a 'staircase of treatment' approach for further offences and/or involving the captain in line with the Respect programme; and going on to take disciplinary action when required
- Carry out mandatory cautions for blatant holding, delaying a restart or not respecting the distance
- Make accurate awards on holding and pushing and distinguish between these and impeding as seen by awarding correct restart (indirect free kick) for the latter
- Recognise dangerous play and penalise correctly

## 2. Match Control

### Level 7 is able to:

- Display an appropriate involvement according to the level of the game, including a willingness to make decisions and to control situations
- Demonstrate an empathy with the game by communicating with the players and taking into account their skill levels

### Level 6 is able to:

Demonstrate all of the above, plus:

- Display actions to gain respect from the players, such as making decisions consistently and with conviction and authority
- Use a range of management techniques to affect player actions and control situations adopting a 'staircase of treatment' approach where necessary
- Conduct admonishments, cautions and dismissals assertively, achieving the desired effect by being calm, courteous and confident
- Manage dissent by players or team officials such that it does not undermine match control
- Display an appropriate level of concentration and awareness throughout the game
- Effect correct and successful control of the game through a range of communication skills

### Level 5 is able to:

Demonstrate all of the above, plus:

- Assert authority at key points in the match through decisive action, such as cautioning for the first reckless challenge
- Display a credible level of tolerance that is based on an acceptable application of Law; does not undermine the Referee's authority; and is not used as an excuse for shirking mandatory responsibilities
- Approach players calmly and deal with them assertively demonstrating a positive attitude and body language

- Isolate offending players when warning, cautioning or sending them off
- Retain composure when managing major issues, such as denial of a goal or obvious goal scoring opportunity, or unusual situations, such as an outside agent or a mass confrontation
- Identify the mood or temperature of the game and use this awareness to ensure an adjustment in pace and/or increased involvement to prevent problems
- Identify tensions in the game and effect preventative solutions before problems escalate, using such measures as proactive communication or involvement of the captains in line with the Respect programme
- Inspire respect from the players through sensitive management and proactive intervention

## 3. Positioning fitness and work rate

### Level 7 is able to:

- Keep play in view at all times
- Display a commitment and willingness to be involved in the game
- Keep in touch by moving around the field of play
- Move towards the location of an offence
- Make use of time when play has stopped to take up position for the next phase of the game

### Level 6 is able to:

Demonstrate all of the above, plus:

- Sustain mobility and movement throughout the game to ensure proximity to play
- Maintain effective distances from play that add credibility to decisions whilst avoiding being too close or constantly having to avoid the ball and players
- Obtain reasonable viewing positions that keep Club Assistants in view and ensure signals are not missed
- Anticipate play by reading the game, for example when goalkeeper has possession

- Adjust position in accordance with the pattern of play, for instance avoids getting mixed up in play; or varies position at corner kicks to ensure good viewing angles
- Use time when the ball is out of play effectively to obtain the best viewing angle of, for example, the 'drop zone' or the next likely area of play

### Level 5 is able to:

Demonstrate all of the above, plus:

- Anticipate the next phase in open play and take up the appropriate position
- Adopt credible positions to detect or prevent offences, for example angled view of penalty area challenges, side on view at 9/5 challenges etc
- Keep the ball between Assistant and Referee as often as is practicable
- Adopt positions at dead ball situations that ensure both compliance with Law and offer clear and credible views of the next phase of play, particularly near to or in the penalty area
- Take up the most advantageous position at corner kicks in order to detect offences, varying this as the play dictates
- Move off quickly to be in position for the next phase of play having awarded a free kick, unless required to warn or caution players
- Show an ability to be in the right place at the right time: adjusting patrol path when necessary; penetrating the penalty area when play requires it; continuing movement after blowing the whistle; and using the extremities of the playing area when required
- Demonstrate an ability to change pace, showing an awareness of when to use acceleration to gain or regain position

#### 4. Alertness and awareness (including management of stoppages)

##### Level 7 is able to:

- Display concentration and awareness within open play
- Ensure that the game is restarted correctly and without undue delay
- Manage injury situations without getting too involved in the treatment of the injury
- Be aware of substitution requests and ensure that any changeover takes place promptly and within the terms of the Law

##### Level 6 is able to:

Demonstrate all of the above, plus:

- Display a concentration on and awareness of all matters both on and off the field of play
- Act decisively in terms of signals and timing of decisions, not responding to player or spectator shouts or appeals
- Show an empathy with the game, engaging with players and not being fussy over trivialities
- Demonstrate an understanding of the skill level of players, for example when penalising challenges or taking disciplinary action
- Restart play quickly and keep the game moving, ensuring the correct distance (9.15m or 10 yards) at free kicks in an effective manner
- Aware of when and how much to make use of the advantage clause, neither over-using it nor missing obvious opportunities to play it
- Remain alert and aware of possible flashpoints after a goal has been scored, keeping the main mass of players in view, moving backwards to the half-way line if necessary before noting down the score
- Keep main body of players in view at injury stoppages whilst monitoring trainer and injured player

- Accurately keep time, including correct allowance for stoppages as reasonably estimated by the Assessor (recognising that the Referee is the sole judge of time)

##### Level 5 is able to:

Demonstrate all of the above, plus:

- Be proactive and not reactive in communication with players, intervening early to sort out potential problems
- Use the trailing eye rather than slavishly following the ball, for instance taking a second look to the Assistant Referee or retaining visual contact with the original challenge whilst aware of the next phase of play
- Use peripheral vision to take in off-the-ball situations in open play and during key stoppages such as at a caution or sending off and after the scoring of a goal
- Manage injury stoppages effectively, for example referee remains alert if injury is the result of an illegal challenge; injured player is treated then cautioned if necessary
- Manage substitutions in strict accordance with Law and make use of the Assistant Referee if appropriate
- Manage time wasting or delay to restart of play proactively, using verbal communication with the players and taking action in accordance with Law when necessary
- Raise profile and involvement in the game where the rising temperature or mood demand it, maintaining concentration at all times

#### 5. Communication

##### Level 7 is able to:

- Make audible use of the whistle to start, stop and restart the game
- Use appropriate signals to indicate ownership of the next phase of play
- Make use of referee signals set out in the Laws of the Game, such as advantage, indirect free kick or use of red or yellow cards

##### Level 6 is able to:

Demonstrate all of the above, plus:

- Signal clearly and decisively, indicating direction and controlling position as necessary
- Differentiate between direct and indirect free kicks, signalling with a straight vertical arm for indirect free kicks and holding the signal as required
- Vary the tone of the whistle in order to denote the severity of the offence
- Display positive body language that indicates both confidence and enjoyment

##### Level 5 is able to:

Demonstrate all of the above, plus:

- Make use of preventative communication such as effective use of voice to help avoid trouble or using a short strong blast of the whistle to control potential conflict between players
- Converse with players calmly and effectively, making use of the quiet word or being seen to have a firmer word or take disciplinary action when required
- Respond to players' questions within the context of the game, being calm and polite but maintaining authority and taking the opportunity to enhance control

#### 6. Teamwork

##### Level 7 is able to:

- Encourage provision of Assistant Referees attached to clubs as per competition rules
- Be seen to provide pre-match instructions to obtain support and assistance
- Make good use of Club Assistants by acknowledging signals and by being seen or heard to communicate with them during the match
- Respect involvement of Club Assistants by thanking them after the game



**Level 6 is able to:**

Demonstrate all of the above, plus:

- Ensure that Assistant Referees attached to clubs are briefed together before kick off
- Acknowledge and overrule Club Assistants as appropriate, as seen by the Assessor
- Respond appropriately to Club Assistant signals by taking account of referee's own position and interpretation of the flow of the game and not just accepting signals automatically
- Take time to brief new Club Assistant if a change is made during the game

**Level 5 is able to:**

Demonstrate all of the above, plus:

- Show appropriate support and encouragement for Assistant Referees attached to clubs or Neutral Assistant Referees in order to involve them in the game

- Demonstrate some team leadership skills, promoting effective communication through such means as eye contact, use of the voice and "unseen advice" on marginal decisions
- Make appropriate use of Assistant Referees where appointed, recognising their potential for involvement in the game and being seen to be aware of their presence on the line
- Recognise and act upon situations where Assistant Referees can be of maximum benefit such as challenges close to the Assistant or incidents behind the Referee's back

**(Where no Assistant Referees attached to clubs are available the referee is entitled to a mark of 3.5 in this competency)**

**7. Advantage****Level 7 is able to:**

- Recognise clear opportunities for allowing advantage
- Communicate when advantage is being played through use of arm and voice

**Level 6 is able to:**

Demonstrate all of the above, plus:

- Use the approved arm signal supported by the correct words ("Play on Advantage") when allowing an advantage, as seen and heard by the Assessor
- Recognise when to play advantage without detriment to fair play and/or the Referee's match control, for example does not play advantage after a reckless challenge

**Level 5 is able to:**

Demonstrate all of the above, plus:

- Communicate use of advantage clearly and confidently to all present
- Distinguish between a genuine advantage and mere retention of possession of the ball
- Take due regard of the position on the field of play of the players and the ball before applying advantage, for example not in the defensive third of the field
- Stop the game and award a free kick when the advantage does not accrue, without diminishing the credibility of the decision to play advantage
- Apply appropriate disciplinary sanctions during the next stoppage in play after an advantage, as necessary
- Adjust use of advantage appropriately according to the mood or temperature of the game so that the Referee's match control is not undermined



## 2.3 Referee Assessment & Development Form

Name of referee									
Match				V					
Competition									
Date									
Type of report	Advisory		Promotion		7 to 6		6 to 5		5 to 4

Assessors must complete as advised in the "Assessor Guide"

1. Application of law	
2. Match control	
3. Positioning, fitness and work rate	

## 2.3 Referee Assessment & Development Form (continued)

4. Alertness and awareness, including management of stoppages	
5. Communication	
6. Teamwork	
7. Advantage	

Strengths Section		Development areas Section	

**Name of Assessor:**

Print: \_\_\_\_\_

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

The information contained within this assessment forms a part of the Supply League and County FA promotion system, but the final decision concerning any promotion rests with either The Football Association or the County Football Association.

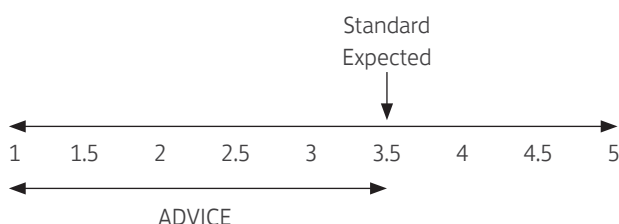
## 2.4 Guide to Marking Referee Promotion Candidates

### Up to BUT NOT INCLUDING SUPPLY LEAGUE

As a guide each area of competence is marked out of 5. The Assessor is then required to multiply the mark awarded by the weighting attached to each area. So if your mark for application of law was 4 (4 x 5) your overall mark would be 20. Ultimately your overall mark for all competencies will be out of 100.

1. Application of law	x 5	(max 25)
2. Match control	x 5	(max 25)
3. Positioning/fitness	x 2	(max 10)
4. Alertness/awareness	x 3	(max 15)
5. Communication	x 2	(max 10)
6. Teamwork	x 1	(max 5)
7. Advantage	X 2	(Max 10)

Each section is marked as follows and then multiplied by the **weighting factor** as indicated.



The Assessor should use their experience to determine the quality of the performance as outlined above then adjust by multiplying by the weighting factor. Half marks can be used in each section when marking with the standard expected being **3.5 in each section**. If you arrive at a half mark when the total is calculated (for example 73.5) please round up to the next whole mark (that is 74)

**If a mark of 3.5 or less is awarded advice must be given on how improvement can be made and a higher mark achieved in future.**

### Up to BUT NOT INCLUDING SUPPLY LEAGUE

Mark	Comment
100	An exceptional performance displaying excellent control and accurate application and interpretation of Law supported by management strategies.
90	First class match control and player management incorporating accurate decisions and Law interpretation.
80	A very good performance with high levels of accuracy, management and match control.
70	A performance displaying effective management techniques with good law application and control.
60	A performance with no more than a satisfactory level of management and control. Identified shortcomings may be improved if the Assessor's advice is acted upon. There may be evidence of inaccurate application of Law.
50	A performance well below the expected level, where specific areas of Law application, management and control have been identified, requiring action needed to ensure improvement.
40	Unsatisfactory performance showing deficiencies in all categories of performance.



## 2.5 Marking guide descriptions for Referees and Assistant Referees for each section of the report

Mark	Description of Performance
5 Outstanding	A performance with <b>no significant errors</b> in a game which was very challenging and demanded a high level of competence and management. This performance contained an extremely positive indication of the potential to officiate at a higher level. There will be <b>no developmental advice</b> to offer when this mark is awarded.
4.5 Excellent	A performance with <b>only minor errors</b> in a game which was challenging and demanded a high level of competence and management. This performance contained a very positive indication of the potential to officiate at a higher level. There will be <b>no significant developmental advice</b> to offer when this mark is awarded.
4 Very good	Very good level of performance in a game which was a good test of the official's skill. The advice offered is likely to be of a 'fine tuning' nature when this mark is awarded.
3.5 Standard	<b>Standard level of performance in a game which is "normal" for this standard of football. There will be advice to offer to aid development in various areas. This is the expected level of performance at this standard of football.</b>
3 Satisfactory	This mark will be awarded when an official has displayed some errors in a specific section in a "normal" game. <b>Suitable constructive advice must be offered</b>
2.5 Unsatisfactory	A performance which consistently fell below the standard expected. Clear deficiencies were displayed and <b>in depth constructive advice must be offered.</b>
2 Poor	A performance which consistently fell below the standard expected. Clear deficiencies were displayed and <b>in depth constructive advice must be offered..</b>
1.5 Very Poor	A performance in which the official displayed serious errors of judgment throughout. This mark indicates a performance significantly below the standard expected at this level. <b>Detailed constructive advice must be offered.</b>
1 Unacceptable	A performance in which the official displayed very serious shortcomings and whose performance suggests that he/she should not be officiating at this level. <b>Detailed constructive advice must be offered.</b>



## 2.6 Description of Performance - Summary

Mark	Description of performance	Type of game	Advice
5 Outstanding	No significant errors	Very challenging	None
4.5 Excellent	No significant errors	Challenging	Nothing significant
4 Very good	Very good	A good test	'Fine tuning'
3.5 Standard	Standard	'Normal'	To aid development in various areas
3 Satisfactory	Some errors in a specific section	'Normal'	Suitable constructive
2.5 Unsatisfactory	Below standard	–	In-depth constructive
2 Poor	Consistently below standard	–	In-depth constructive
1.5 Very Poor	Serious errors of judgement	–	Detailed constructive
1 Unacceptable	Very serious shortcomings	–	Detailed constructive

## 2.7 Conducting the Post-Match Debrief

A post-match debrief will take place; the following guidelines may be of assistance:

- Any debriefing should be used as an opportunity for **clarification** of particular match incidents, confirm disciplinary action taken with reasons and construct a positive atmosphere
- The Assessor should collate information prior to the debrief. (For example, look for trends and select/prioritise relevant incidents including both complimentary and development topics)
- Always start with a recognition of the challenge the official has faced, start your feedback with a complimentary comment and end on a complimentary comment
- The Assessor should take **no longer than 10 minutes**
- Do not mention marks that you might give
- Be cautious about the use words such as, 'good', 'very good', 'excellent'
- Any comments should relate to the report which will follow
- A debriefing session should be an interaction between the Assessor and the referee working towards the future development of the referee
- Encourage the referee to read your assessment and the supportive advice you have offered

## 2.8 Good Practice/Sample Assessments – Referee Assessment & Development Form

Name of referee	I B Trynard				
Match	Victory Rangers		V	Defeat United	
Competition	Anyshire and District Sunday League				
Date	26th February 2010				
Type of Report	Advisory		If Promotion	To County Referee	
	Promotion			To Senior County Referee	

Assessors must complete as advised in the “Assessor Guide”

1. Application of law	<p>You started the match well, correctly ensuring nets were rectified and various items of jewellery were removed before kick-off. However, there were a number of missed opportunities when, I suggest, players were committing pushing offences that were not punished. This, I believe, was a result of you being too close to play. I have clarified this point in section three below.</p> <p>There were three challenges in particular that I would like you to consider. The first was the 8th min. challenge by the DU1 which correctly resulted in the award of a penalty kick. Even though the attacking player was not moving towards goal, as there were no other players around, I feel that the challenge should have resulted in a caution for the DU1. This was followed by another similar challenge in the 19th min. – this time just outside the penalty area – which I feel again may have been worthy of a caution; both of these for unsporting behaviour. Then, in the 77th minute, the challenge by the VR10 – committed with both feet off the ground and therefore no level of control at all – which, should have resulted in at least a caution and perhaps even a send-off. The fact that the player did not make contact with the opponent is irrelevant.</p> <p>Also, there was the situation in the 56th minute when, with the ball out of play following a foul, the VR4 deliberately kicked the DU8. The resulting action from you was nothing – you agreed post-match that the guilty player should have been sent off.</p> <p>In addition the inappropriate way with which you dealt with the two late send offs (discussed in detail during post-match debrief) means that, there is a lot of development work to be done on this aspect of your game as a referee.</p> <p>To your credit, you were keen to note, after they had been assessed for injuries by their physio, the player(s) concerned were asked to leave the field of play until play had restarted.</p>
2. Match control	<p>This was a difficult game to referee. As every game has the potential to get out of control, I would ask you to reflect on how (perhaps) you could have prevented some of the escalation that occurred.</p> <p>There was a difficult situation in only the 5th minute of the match; when a dangerous overhead kick resulted (completely unintentionally) in the player kicking an opponent in the face with his overhead foot. This was an early opportunity for you to show players you were in charge. An early intervention by you would have enhanced your authority. I suggest you should have...., 1) isolated the player who had committed the dangerous play offence; 2) ensured that all players knew it was an accident; 3) ensured that “treating the injured player” became the focus of everybody’s attention. These actions would, I feel, have calmed matters considerably.</p> <p>The lack of appropriate action for a number of fairly serious incidents as mentioned in section 1 resulted in a situation where it appeared that the players were in control of the match instead of you. To your credit though, you maintained control for large parts of the game.</p>
3. Positioning, fitness and work rate	<p>Your physical fitness, for your current level, cannot be faulted. Whilst this aspect can always be improved, you are currently equipped to match the demands of your current level of refereeing.</p> <p>However, I would suggest that there were too many occasions today when you got mixed up in play and, as a consequence, were unable to concentrate on the players’ actions. You should avoid the dropping zone and stand clear of it, looking into it, so that you can clearly see what is happening in there and what the players are up to. Your work rate throughout the match, again for your current level, was not in question.</p>

## 2.8 Good Practice/Sample Assessments – Referee Assessment & Development Form (continued)

4. Alertness and awareness, including management of stoppages	There were a number of stoppages in this match which were managed correctly and appropriately. However, there were occasions when a heightened level of alertness and awareness was needed; it was not forthcoming. I spoke post-match of the need for more rapid involvement at the “overhead kick incident” in the 5th minute. This would have been a real opportunity for you to stamp authority on the match and show that you were in control. I make more mention of this in section 2 above. There were also occasions (for instance the 56th minute “kicking” incident) which needed more awareness and a more positive response from you. Injuries and substitutions were managed correctly and the match was restarted as soon as possible after all stoppages. All instances when a physio entered the field to assess injuries resulted in the player concerned correctly being asked to leave the field until play had restarted.
5. Communication	Your whistle was used to good effect to stop play when required. I do feel that there were several instances (mentioned in sections 1 & 2 in this report) when a much stronger whistle from you, to let players know that their actions were entirely unacceptable, would have enhanced your authority. I suggest you need to adopt a more positive and decisive style of body language when needed. Players who have crossed the line of acceptability must be dealt with or your control will only deteriorate further as was the case in this match. To your credit, your arm signals were clear, reasonably strong and decisive. These, in conjunction with the additional vocal advice offered to players who were about to challenge added polish to your communication display.
6. Teamwork	You briefed both your assistants together before the kick off in order that consistent messages were given to both and to ensure they were fully aware of your requirements. You worked very well with your assistants throughout and acknowledged signals when you did not act on them. You worked hard to position yourself so that your active assistant was in line of sight as much as possible.
7. Advantage	I noted only three instances when advantage was played during this match. These were all in excellent positions, did not threaten your control, and I would suggest were all that the players in this match deserved to have applied. This aspect of your match was excellent.

Strengths		Development areas	
Section		Section	
7	Excellent application of advantage clause. Used, quite correctly, three times.	2	When the situation demands it, takes control and be in control
6	Good use of club assistants throughout the match	1	Recognise acts of violent conduct and punish appropriately. A send off is the correct punishment
5	Arm signals clear, reasonably strong and decisive	1	Recognise acts of unsporting behaviour: punish appropriately. A caution is the correct punishment

Name of Assessor:

Print: I. B. Observant

Signed: I B Observant

The information contained within this assessment forms a part of the Supply League and County FA promotion system, but the final decision concerning any promotion rests with either The Football Association or the County Football Association.



## 2.8 Good Practice/Sample Assessments – Referee Assessment & Development Form

Name of referee	I B Promoted		
Match	Home Town Reserves	V	Away Side Reserves
Competition	Anyshire Junior Cup		
Date	26th February 2010		
Type of Report	Advisory	If Promotion	To County Referee
	Promotion		To Senior County Referee

Assessors must complete as advised in the “Assessor Guide”

1. Application of law	<p>Your application of law was consistent throughout most of the match. Whilst you made many accurate awards on holding and pushing in the dropping zone, there were a few very late, off the ball challenges that were not penalised. I offer some additional advice on this in section 3 below.</p> <p>I felt that you dealt with instances of verbal disagreement and, in general, the players responded to your course of action. Following a free kick awarded against him in the 23rd min., the A8 appeared to react towards you. You moved swiftly away; Home side took the free kick and play continued resulting in the comments made being quickly curtailed. I applaud this and also your actions in the 36th min. when A6 overstepped the mark. You calmly isolated him, called the A2 (his captain) from a short distance and achieved the desired outcome. To your credit, you correctly noted the deliberate 87th min. delay to the restart of play / failing to respect 9.15mtrs by the A15 and cautioned him; cautioning technique was calm, quick and efficient; play restarted very quickly afterwards.</p>
2. Match control	<p>You retained composure throughout and sensibly used the stepped approach to player management. You had a quiet word when needed, adopted the formal admonishment on one occasion and also spoke to the AS6, in the company of his captain, as early as the 36th min. of the match. You correctly cautioned the AS15 for delaying the restart. I felt that you showed respect towards the players throughout the match and your uniformly calm approach to players, using positive and composed body language enhanced your match control. Well done.</p>
3. Positioning, fitness and work rate	<p>Your work rate, in this fast end-to-end match, was very good and you also made several extended sprints. It is my opinion that your physical ability adequately matched the demands of this match. I noticed that you sensibly used ball out of play time to take up credible positions for restarts in order to maximise detection of offences. Your positioning in open play was also very good; moving to the extremities of the field whenever play demanded it. There were a number of occasions (the 40th min. handball offence by H5 for instance) when your award was made from no more than 5-10 metres from the offence. This resulted in your decisions being accepted without much question; a credit to your work ethic. In conjunction with your work rate, you also displayed first class acceleration when play demanded it.</p>
4. Alertness and awareness, including management of stoppages	<p>You had empathy with the players and allowed the game to flow throughout most of the match. As mentioned in section 1 above, there were a few instances when late challenges were not detected. I refer here to the 21stmin. A6 on H10 and the 67th min. A10 on H3 the use of “a trailing eye” or a quick look over the shoulder (not slavishly following the ball) will often allow these potentially dangerous and reckless challenges to be detected and appropriately punished. This did not affect your control in this match, but it could in the future.</p> <p>When a physio entered the field to assess injuries, this resulted in the player leaving the field until play had restarted. Be aware of where the returning player is coming on relative to play (the H12 in the 72ndmin who came back on by the technical area to, almost immediately, challenge the player with the ball) and remember that the clear signal for the player to return must come from you and not your assistant.</p> <p>I would also suggest you now need to develop a clearer appreciation of the types of tactics employed by teams on occasions. I refer to the A15 who was brought on shortly after DT had scored to make it 1-1. He very quickly committed three foul challenges all penalised with free kicks, without you noticing this persistence or being seen to speak to him. However, in the 87thmin, the A15 did oblige by delaying the restart / failing to respect 9.15mtrs and you correctly administered the only caution of the match. Perhaps earlier action by you could have enhanced your control.</p>

## 2.8 Good Practice/Sample Assessments – Referee Assessment & Development Form (continued)

5. Communication	As mentioned earlier, you very sensibly used your voice to converse with players; thereby aiding your control and preventing any potential trouble. I would describe your approach as a good example of preventative refereeing. All of your decisions were indicated positively and with authority. Your whistle was clear and sharp as were your arm signals. Nobody could have been in any doubt as to the award you had made. You used the quiet word when appropriate and always looked to build relations with the players by communicating with confidence. Many of the players responded positively towards you and you should be extremely pleased with your excellent communication throughout the match.
6. Teamwork	You had the benefit of working with two very competent assistants. The teamwork was evident as they gave you very good support throughout. I particularly liked the way that you very swiftly intervened to stand between Asst. Mr Smith and the Away Side players when he had signalled an early goal kick which they thought should have been a corner. This show of team leadership was very good and demonstrated your authority and support of your colleagues. Well done. On a number of occasions you demonstrated positive eye contact; providing subtle advice on marginal throw-in decisions. This match provided a first class display of teamwork.
7. Advantage	I noted many instances in this match when the advantage clause was being played. You gave a clear arm signal and shout of "Play on, advantage" on each occasion. There was an instance, in only the 4th min. of the match, when Home Town broke away, following a foul against them, just inside their own half. You delayed the whistle; but then brought play back. In this case with possession maintained and attacking position improved, I think you could have allowed play to continue. There were several other instances when advantage was played and, whilst some were entirely appropriate, I would suggest that it is unwise to apply the advantage clause when an offence is committed close to the technical areas. This is because of the danger of a flare up involving managers and their support staff.

Strengths		Development areas	
Section		Section	
5	Excellent use of voice to communicate your preventative refereeing	4	Raise awareness of where injured player returns from field of play. Not to be let on near to play
6	Excellent teamwork, with strong supportive actions	7	Need to consider application of advantage. Is the match calm enough? Can the offended team really take advantage?
3	Very good work rate leading to good positioning, helping detection of offences and match control		

Name of Assessor:

Print: I. Developu

Signed: I Developu

The information contained within this assessment forms a part of the Supply League and County FA promotion system, but the final decision concerning any promotion rests with either The Football Association or the County Football Association.



## SECTION 3

# Assessing at Supply League Level

# 3. Assessing at Supply League Level

## 3.1 Practical Hints for Supply League Referee Assessors

- Make a travel plan as you did when you were refereeing
- Ensure a thorough record of the performance is taken; times of events, players involved, actions of match officials, outcome etc, noting strengths as well as areas for development
- Never act as an assistant referee when appointed as an Assessor
- It is recommended that the Assessor contacts the referee and the home club two days prior to the game to make appropriate arrangements
- There will be pre-match contact with the referee and his assistants on all Supply League games
- The arrival time of the Assessor should be agreed with the referee, so that the Assessor can be present at the pre-match instructions given by the referee
- The Assessor must ensure their presence does not interfere with the pre match preparation of any of the match officials
- Should the referee have completed their pre-match instructions it is not a requirement for them to be repeated for the Assessor, any areas of confusion should be clarified at the conclusion of the game
- Following a Supply League game the Assessor will conduct a post-match **debrief at a time agreed with the referee prior to the kick off**. This should be both structured and timed **to last no longer than 10 minutes**
- When preparing the report please ensure all relevant materials are used:
  - o Notes taken during the game (planning sheet etc)
  - o Laws of the Game
  - o FA Handbook for Referee Assessors (including marking guide)
  - o Competition rules
- It is recommended that you prepare a rough copy of your report; this will allow you to amend it if required
- **It is essential that you are positive, supportive and constructive in your approach to the match officials at all times**
- Any areas of development should include the relevant advice to improve future performances
- At Supply League games either an e-mail address or a stamped addressed envelope is to be made available by the match officials to the Assessor for sending on the report
- Allow yourself thinking time between the end of the match and preparing your report
- Ensure the report is correct in Law, legible and grammatically correct. For Supply League games the reports are to be submitted to the match official and Assessor Coordinator within 72 hours (3 days) of the match

## 3.2 Supply League Assessor Scheme Protocols

The Assessor schemes in all Supply leagues will be directed by the Football Association through the F.A. Scheme Leader who will also provide advice and support.

It is expected that the following procedures will be employed in all leagues afforded Supply League status by the Football Association. The objective is to ensure that a uniform approach is adopted in all leagues.



### Pre-match Contact

All assessors will make pre-match contact with the referee and assistants. It is recommended that the assessor contacts the referee two days prior to the game to make appropriate arrangements.

The purpose is to ensure that the match officials are as appointed, identify which assistant will operate along which touch line and to agree where and when the post match debrief will take place. If possible the assessor should hear the pre-match instructions. The match officials will provide the assessor with an e-mail address.

### Post-match Contact

Following a Supply League game the assessor will conduct a post match debrief at a time agreed with the referee prior to the kick off, this should be both structured and timed to last no longer than 15 minutes.

The purpose of the post match contact is to clarify-confirm-construct:

- Clarify any points that the assessor is unsure of.
- Confirm any matters noted during the game.
- Construct the basis of the forthcoming report.

The debrief should be delivered to all match officials. It is important therefore that the assessor prioritise the most important aspects for discussion. It is recommended that:

- You cover the assistants first
- That you focus on 3 strengths and no more than 3 development areas.
- That you open and close with good news and sandwich the development points.

### Reports

These will be completed by the assessor and then dispatched directly to both the match officials and Assessor Coordinator under separate covers using the e-mail address supplied by the match officials. The reports will display the marks awarded on the report form.

### Marks

The marks awarded will be between 1 and 5 in each section. Half marks are permitted and the expected standard is 3.5. The mark in each section will then be multiplied by the weighting factor as described on the form and in the Assessors Guide. The sectional marks should be totalled. If the overall total is not a whole number then the mark should be rounded up to the next whole number.

### Appeals

Should any match official be dissatisfied as to the accuracy or content of a report they are free to contact the Assessor Coordinator in writing within 10 days of receiving the report to outline the nature of their dissatisfaction.

The Assessor Coordinator will then make a decision as to whether to proceed with the referral or close the matter. If the referral is to be investigated the report will be circulated to an independent panel. (This panel is now composed of FA SUPPLY LEAGUE SUPPORT OFFICERS) The panel will then decide whether to increase or decrease the actual mark and will offer operational advice to either the match official or assessor.

### Procedure

- the match official corresponds with the assessor coordinator with the details of their grievance
- the assessor coordinator will decide if the grievance is valid and will inform them if he believes it is not

- if the official has a genuine grievance, the assessment will go to an independent panel composed of FA Supply League Support Officers for their consideration of the mark in comparison to the narrative of the assessment
- their decision is final (the original assessor is not in the appeal process)
- the final mark is communicated back to the Supply League Assessor Coordinator who will inform the match official of the Panel's decision
- the assessor receives any appropriate advice from the appeal panel.

### Quality Control of Assessments

Quality control of assessments will be provided by the Assessor Coordinator. The Assessor Coordinator will review each assessment to ensure the expected standard is maintained, providing feedback to the assessor where appropriate. The Football Association will support this process to ensure consistency across all Supply Leagues through regular review. Annual Refresher Training Events will be organised by the Supply League Assessor Coordinator.

### The Regional FA Supply League Support Officer will:

- review the training assessments and provide an individual review and feedback for each assessor using the FA Feedback Form
- give feedback to the Supply League Assessor Coordinator for distribution to each Supply League Assessor
- mutually agree with the Supply League Assessor Coordinator a post refresher training meeting
- attend the Post Match Training meeting to review the feedback training issues identified.

## 3.3 Level 4 Referee Competencies

The introduction of a competency based referee assessment scheme provides everyone concerned in the game with several benefits. It is recognised that a Level 4 referee should display levels of skill and competence across all the key areas and possess all the competencies already shown at Level 7, 6 and 5.

**This approach clearly identifies the key skills together with their practical application required for the referee to improve his performance at this level of refereeing.**

It also enables the referee to understand what is required to progress as well as providing the Assessor with a method of determining the official's performance and potential against clearly laid out competencies.

**If a referee is seeking promotion from Level 5 to Level 4, the Assessor would expect to see approximately at least half of Level 4 competencies demonstrated by the promotion candidate**

### 1. Application of Law

**Level 4 is able to demonstrate:**

- Correct identification of penal and technical offences with appropriate action taken. This includes correct interpretation of offside
- Accurate awards on holding/pushing/pulling and or impeding. Distinguishes clearly between holding and impeding if appropriate
- Persistent offenders dealt with appropriately. This involves speaking to the player and taking 'staircase of treatment' approach for further offences and/or involving the captain in accordance with the Respect programme

- Cautioning/Sending Off procedure correct
- Dangerous Play recognised and penalised correctly
- Substitution procedure carried out correctly and at the half-way line
- Injured player asked to leave field of play after assessment
- Throw-in not taken from right place, penalised by throw to opponent
- Mandatory cautions carried out for blatant holding, delaying a restart and not respecting 10 yards distance
- Correctly applies the Law, in extreme cases of misconduct, for example violent conduct as seen by the referee or assistant or a player denying a goal or goalscoring opportunity
- Correctly manage the occupants of the Technical Area, according to Law, FA/League directives and competition rules where they exist

### 2. Match Control

**Level 4 is able to demonstrate:**

- Making decisions with conviction and authority
- Deals effectively with dissent shown by players/officials
- Isolates players to warn, caution or send-off, unless captain is involved
- Deals with mass confrontations effectively

- Manages unusual situations effectively, for example outside agent(s)
- Display a credible level of tolerance that is based on an acceptable application of Law; does not undermine the Referee's authority; and is not used as an excuse for shirking mandatory responsibilities
- Identifies the temperature/mood of the game and responds effectively when this changes
- Takes opportunities to assert his authority at key points of the match, for example first reckless challenge receives a caution
- Inspires confidence by sensitive management of players
- Is not influenced by the actions of players/officials/spectators

### 3. Positioning fitness and work rate

#### Level 4 is able to demonstrate:

- Referee is close enough to play to make credible decisions, particularly when play is in or near to the penalty area
- Runs into the penalty area when play requires it
- Keeping the ball between assistant and referee as often as is practicable
- Adjusts patrol path when play requires it
- Takes up angled views for 'dropping zone' challenges
- Takes up angled views for challenges in open play
- Takes up the most advantageous position at corner kicks in order to detect offences
- Having stopped play to award a free-kick, moves off quickly to be in position for the next phase of play, unless required to warn/caution a player(s)
- Anticipates the next phase in open play and takes up the appropriate position
- Changes pace to match the demands of the game in order to gain ground and regain an effective position

### 4. Alertness and awareness (including management of stoppages)

#### Level 4 is able to demonstrate:

- Injured players are dealt with correctly and play restarted quickly
- Substitutions are carried out quickly and efficiently
- Appropriate time allowed for stoppages
- Uses the trailing eye to retain visual contact with the original challenge, whilst being aware of the next phase of play
- Manages time-wasting and delays to restarts effectively
- Manages free-kick situations effectively, especially those near to the penalty area
- Raises profile and involvement in a game where the rising temperature/mood demands it, maintaining concentration at all times

### 5. Communication

#### Level 4 is able to demonstrate:

- Displays positive body language at all times
- Clear and unambiguous signals on all occasions
- A clearly audible whistle with appropriate variation to denote the seriousness of the offence
- Effective use of the voice to aid communication and prevent potential trouble
- Indirect free-kick signalled correctly and maintained appropriately
- Correct player warning/cautioning technique
- Correct 10 yards (9.15 metres) estimation generally and especially with defensive walls
- Talks to players effectively, for example, use of the quiet word or public admonishment
- Responds to players in a calm manner
- Demonstrates self-control and confidence in decision-making

### 6. Teamwork

#### Level 4 is able to demonstrate:

- Ensure the assistant referees are properly briefed
- Effective communication is maintained between the referee and assistant referees, for example eye-to-eye contact
- Proactive signalling where appropriate to 'lead' assistant
- Clear examples of the referee being the team leader
- Not automatically led by signals from assistant referees
- Recognises and acts upon situations where assistant referees can be of maximum benefit, that is challenges close to the assistant referee

### 7. Advantage

#### Level 4 is able to demonstrate:

- Clear immediate signals with arms and voice with the correct words used "Play on Advantage"
- Distinguishes between advantage and possession by playing advantage when possession is maintained but attacking potential is improved
- The position on the field of play is appropriate, that is it is not played in the defending penalty area (except when goalkeeper has safe possession of the ball) and/or not in defensive third of the field of play
- Having played and signalled advantage, stops game and awards a free-kick when advantage does not follow within a few seconds
- Is seen to speak to both the offending and offended players
- Takes disciplinary action at the next stoppage in play if appropriate
- Adjusts the playing of advantage depending upon the mood and temperature of the game

### 3.4 Supply League Referee Assessment Form

Name of referee			
Date			
Match		V	
Competition			

1. Application of law	
2. Match control	
3. Positioning, fitness and work rate	

4. Alertness and awareness, including management of stoppages	
5. Communication	
6. Teamwork	
7. Advantage	

Strengths		Development areas	
Section		Section	

Section	Assessment criteria	1 to 5	Weighting	Sub Total	Final Total
1	Application of law		x5		
2	Match control		x5		
3	Positioning & work rate		x2		
4	Alertness, awareness		x2		
5	Communication		x2		
6	Team work		x2		
7	Advantage		x2		

**Name of Assessor:**

Print: \_\_\_\_\_

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

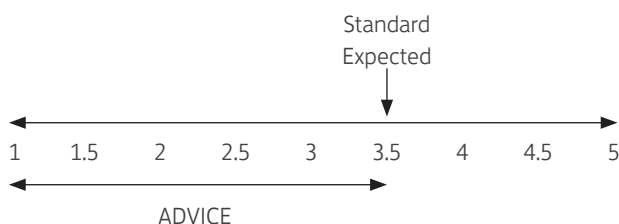


## 3.5 Assessor Marking Guide for Supply League Referees

As a guide each area of competence is marked out of 5. The Assessor is then required to multiply the mark awarded by the weighting attached to each area. So if your mark for application of law was 4 (4 x 5) your overall mark would be 20. Ultimately your overall mark for all competencies will be out of 100.

1. Application of Law	X 5	(Max 25)
2. Match Control	X 5	(Max 25)
3. Positioning/Fitness	X 2	(Max 10)
4. Alertness/Awareness	X 2	(Max 10))
5. Communication	X 2	(Max 10)
6. Teamwork	X 2	(Max 10)
7. Advantage	X 2	(Max 10)

Each section is marked as follows and then multiplied by the **weighting factor** as indicated.



The Assessor should use their experience to determine the quality of the performance as outlined above then adjust by multiplying by the weighting factor. Half marks can be used in each section when marking with the standard expected being **3.5 in each section**. If you arrive at a half mark when the total is calculated (e.g. 73.5) please round up to the next whole mark (i.e.74). **If a mark of 3.5 or less is awarded advice must be given on how improvement can be made and a higher mark achieved.**

### Marking within each Competency:

When the match officials walk onto the field of play at a Supply League Match the pendulum is set vertical indicating an expectation that the Norm (a good performance) at least will be achieved.

(3.5)

**(THE NORM (IN EACH COMPETENCY))**

Once the game is underway the match officials now have the ability to gain or lose marks depending how well they perform within each competency. e.g. Correct decisions and sanctions will result in moving above the Performance Band. This is also the case for management that prevents offences and use of sanctions from occurring.

(5.0)

**(SOMETHING SPECIAL (IN EACH COMPETENCY))**

Likewise errors in performance, or inappropriate management that causes use of sanctions, will swing the pendulum in the opposite direction of below the Standard Performance.

It is important to emphasise that "Management" is not an excuse for failing to deal with reckless challenges, violent conduct or serious foul play.

**The final total mark must be a whole number, if the final total is a decimal number this must be rounded up to the nearest whole number.**

### How should an Assessor mark a Level 4 referee who deals incorrectly with a match changing decision?

An example of a match changing decision can be one of the following:

- A penalty award where a denial of an obvious goal scoring opportunity was not punished by a send off and a red card for the player committing the offence
- A clear case of violent conduct or serious foul play not resulting in the dismissal of the player from the field of play
- Failure to caution the same player a second time for an offence clearly requiring a caution and therefore a second yellow card and a red card

Where, in the above cases, the assessor decides that the referee has not applied Law correctly, the **maximum** mark that can be awarded for the Application of Law section of the Assessor's report is 3.

### Other Issues

- Where a Level 4 referee does not apply Law correctly in relation to the wearing of undershorts, jewellery or other parts of players' equipment, assessors are to make a half a mark deduction from the section on Application of Law.
- Where a referee does not apply Law correctly in relation to a caution, assessors are to make a half a mark deduction from the section on Application of Law



## 3.6 Marking Guide Description

Mark	Comment
+ 90	Should not be at this level – a performance for the next level
86 – 89	Something special – the “wow” factor
82 – 85	“Did exceptionally well” – but not quite the “wow” factor
78 – 81	“Did very well” – above the standard performance
74 – 77	“Did well” – just above the standard we expect
70 – 73	<b>“This is the standard we expect”- the standard performance</b>
66 – 69	“Did ok,” but not quite at the standard expected
62 – 65	“Didn’t do quite well enough”– areas for development need addressing
58 – 61	“Didn’t do well in this game”– fair amount of development required, major deficiency
– 57	Should not be at this level – below that expected

## Marking guide descriptions for Referees and Assistant Referees for each section of the report

Mark	Description of performance
5 Outstanding	A performance with <b>no significant errors</b> in a game which was very challenging and demanded a high level of competence and management. This performance contained an extremely positive indication of the potential to officiate at a higher level. There will be <b>no developmental advice</b> to offer when this mark is awarded.
4.5 Excellent	A performance with <b>only minor errors</b> in a game which was challenging and demanded a high level of competence and management. This performance contained a very positive indication of the potential to officiate at a higher level. There will be <b>no significant developmental advice</b> to offer when this mark is awarded.
4 Very good	Very good level of performance in a game which was a good test of the official's skill. The <b>advice</b> offered is likely to be of a <b>‘fine tuning’</b> nature when this mark is awarded.
3.5 Standard	<b>Standard level of performance in a game which is “normal” for this standard of football. There will be advice to offer to aid development in various areas. This is the expected level of performance at this standard of football.</b>
3 Satisfactory	This mark will be awarded when an official has displayed some errors in a specific section in a “normal” game. <b>Suitable constructive advice must be offered</b>
2.5 Unsatisfactory	A performance which consistently fell below the standard expected. Clear deficiencies were displayed and <b>in depth constructive advice must be offered.</b>
2 Poor	A performance which consistently fell below the standard expected. Clear deficiencies were displayed and <b>in depth constructive advice must be offered..</b>
1.5 Very Poor	A performance in which the official displayed serious errors of judgment throughout. This mark indicates a performance significantly below the standard expected at this level. <b>Detailed constructive advice must be offered.</b>
1 Unacceptable	A performance in which the official displayed very serious shortcomings and whose performance suggests that he/she should not be officiating at this level. <b>Detailed constructive advice must be offered.</b>

## Description of Performance - Summary

Mark	Description of performance	Type of game	Advice
5 Outstanding	No significant errors	Very challenging	None
4.5 Excellent	No significant errors	Challenging	Nothing significant
4 Very good	Very good	A good test	'Fine tuning'
3.5 Standard	Standard	'Normal'	To aid development in various areas
3 Satisfactory	Some errors in a specific section	'Normal'	Suitable constructive
2.5 Unsatisfactory	Below standard	–	In-depth constructive
2 Poor	Consistently below standard	–	In-depth constructive
1.5 Very Poor	Serious errors of judgement	–	Detailed constructive
1 Unacceptable	Very serious shortcomings	–	Detailed constructive



## 3.7 Supply League Assistant Referee Competencies

Due to the wide experience and competency levels of match officials who will be appointed as Supply League Assistant Referees it is recommended that the match Assessor gives a brief report on the performance of the Assistant Referee with brief outline advice for future development.

The competencies around which Assistant Referees are advised to build their personal skills and qualities are as follows:

### Offside judgement – active / passive

**At this level we expect the Assistant Referee to use time wisely to ensure accuracy in application:**

- Game reading
- Active / passive play
- Sensible positioning to judge
- Clear and well-timed signals
- Retention of flag when necessary
- Clear evaluation of all factors
- Correct recognition and signalling of offences
- Anticipation and awareness of potential offside situations

**For an “above standard” performance it would be expected the Assistant Referee would also demonstrate:**

- Appropriate timing. Sometimes a quick flag, sometimes a delay
- An understanding of how long to retain a signal

### Support and assistance to the referee

**At this level we expect the Assistant Referee to be aware of the support required by the referee for each and every situation.**

- Get involved in an appropriate manner
- Maintain good eye contact
- Respond positively to the Referee’s signals/gestures
- Judge the Referee’s involvement and provide assistance accordingly

**For an “above standard” performance it would be expected the Assistant Referee would also demonstrate:**

- Enhanced judgement of when to become involved.
- Show empathy for the needs of the referee
- Eye contact with referee prior to signalling
- Ability to read the mood of the game and to adjust involvement accordingly

### Alertness / mental awareness

**At this level we expect the Assistant Referee to promote confidence in the advice offered through positive body language.**

- Have poise whilst carrying out his/her duties
- Demonstrate alertness appropriate for all incidents and eventualities
- Demonstrate mental awareness
- Hold his/her gaze

**For an “above standard” performance it would be expected the Assistant Referee would also demonstrate:**

- An alertness to when support is required e.g. goal line
- Body language that portrays alertness

### Signals

**At this level we expect the Assistant Referee to communicate advice assertively, but non demonstratively.**

- Approved
- Clear
- Decisive
- Maintenance of unnoticed signals – too long or not long enough

**For an “above standard” performance it would be expected the Assistant Referee would also demonstrate:**

- High technical quality of flag work
- Positive and confident body language
- Communication with the referee to offer the reason for a signal in a clear but non demonstrative manner

### Fitness and positioning

**At this level we expect the Assistant Referee to provide confidence in the team’s decision making through appropriate positioning and ease of movement:**

- Demonstrate fluidity in movement
- Positioned to provide advice with confidence
- Respond in a positive manner to the Referee’s instructions at set pieces
- Demonstrate good sprinting speed
- Be creditably positioned when making critical decisions
- Display stamina

**For an “above standard” performance it would be expected the Assistant Referee would also demonstrate:**

- Body Language. Moves with purpose
- Use of small foot movements to remain in line with second rearmost defender
- Enhanced sprinting ability
- Ability to regain position quickly
- Display a commendable stamina level



## 3.8 Supply League Assistant Referee Assessment Form

Assistant Referee			
Date			
Match		V	
Competition			

		Mark 1 to 5	Weighting	Sub Total
A	Offside judgements - active/passive		x5	
B	Support and assistance to the referee		x5	
C	Alertness and awareness		x2	
D	Signals		x2	
E	Fitness and positioning		x2	
			TOTAL	

Strengths	
1	
2	
3	
Development areas	
1	
2	
3	
Concluding advice	

Name of Assessor:

Print: \_\_\_\_\_

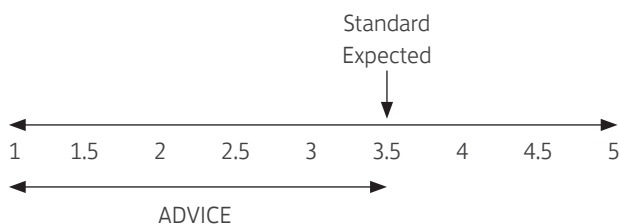
Signed: \_\_\_\_\_

## 3.9 Assessor Marking Guide for Supply League Assistant Referees

As a guide each area of competence is marked out of 5. The Assessor is then required to multiply the mark awarded by the weighting attached to each area. So if your mark for offside was 4 (4 x 5) your overall mark would be 20. Ultimately your overall mark for all competencies will be out of 100.

1. Offside	X 5	(Max 25)
2. Support and assistance	X 5	(Max 25)
3. Alertness and awareness	X 4	(Max 10)
4. Signals	X 4	(Max 10))
5. Fitness and positioning	X 2	(Max 10)

Each section is marked as follows and then multiplied by the **weighting factor** as indicated.



The Assessor should use their experience to determine the quality of the performance as outlined above then adjust by multiplying by the weighting factor. Half marks can be used in each section when marking with the standard expected being **3.5 in each section**. If you arrive at a half mark when the total is calculated (e.g. 73.5) please round up to the next whole mark (i.e. 74).

**If a mark of 3.5 or less is awarded advice must be given on how improvement can be made and a higher mark achieved.**

### Marking within each Competency:

When the match officials walk onto the field of play at a Supply League Match the pendulum is set vertical indicating an expectation that the norm (a good performance) at least will be achieved.

(3.5)

**(THE NORM (IN EACH COMPETENCY))**

Once the game is underway the match officials now have the ability to gain or lose marks depending how well they perform within each competency. e.g. Correct decisions and sanctions will result in moving above the Performance Band. This is also the case for management that prevents offences and use of sanctions from occurring.

(5.0)

**(SOMETHING SPECIAL (IN EACH COMPETENCY))**

Likewise errors in performance, or inappropriate management that causes use of sanctions, will swing the pendulum in the opposite direction of below the Standard Performance.

It is important to emphasise that "Management" is not an excuse for failing to deal with reckless challenges, violent conduct or serious foul play.

**The final total mark must be a whole number, if the final total is a decimal number this must be rounded up to the nearest whole number.**

## Marking Guide Description

Mark	Comment
+ 90	Should not be at this level – a performance for the next level
86 – 89	Something special – the “wow” factor
82 – 85	“Did exceptionally well” – but not quite the “wow” factor
78 – 81	“Did very well” – above the standard performance
74 – 77	“Did well” – just above the standard we expect
70 – 73	<b>“This is the standard we expect”- the standard performance</b>
66 – 69	“Did ok,” but not quite at the standard expected
62 – 65	“Didn't do quite well enough” – areas for development need addressing
58 – 61	“Didn't do well in this game” – Fair amount of development required, major deficiency
– 57	Should not be at this level – below that expected

### 3.10 Conducting the Post-Match Debrief

Supply League Assessors **will** conduct a post-match debriefing and the following guidelines may be helpful:

- Any debriefing should be used as an opportunity for **clarification** of particular match incidents, **confirm** disciplinary action taken with reasons and **construct** a positive atmosphere
- The Assessor should collate information prior to the debrief. (For information, look for trends and select/prioritise relevant incidents including complementary/development topics)
- The debriefing should be structured in its contents
- Always start with a compliment and end with a compliment
- The Assessor should take **no longer than 10 minutes**
- Do not mention marks that you might give
- Be cautious using words such as ‘good’ ‘very good’, or ‘excellent’.
- Any comments to the officials should be consistent with the report that will follow
- It is recommended that you open your feedback by addressing the Assistant Referees first then conclude with the referee as this will take a longer period of time
- A debriefing session should be an interaction between the Assessor and the referee working towards the future development of the referee
- Encourage the Referee and Assistant Referees to read your assessment and the supportive advice you have offered

## 3.11 Good Practice / Sample Assessments

### Supply League Referee Assessment Form

Name of referee	A. N. Official		
Date	27th February 2010		
Match	Red Town	V	Blue City
Competition	Supply League		

1. Application of law	<p>This match was a good test for you and I thought that your application of Law was very good. Judgment of challenges was consistent and as far as I could see correct. When Red 5 attempted something reckless (62 minutes) you spotted this well and cautioned him. Shortly afterwards his captain (Red 4) also went into your notebook for persistent infringement, which again showed good awareness and interpretation of Law. Your cautioning procedure was correct on both occasions. In conjunction with your Assistants, offside appeared to be interpreted well throughout, with players not penalised until clearly becoming involved in active play. Substitutions and injury stoppages were handled according to Law and managed well. I particularly liked the way on two occasions you awarded a throw to the other team when a throw was originally taken some distance from where the ball went out.</p>
2. Match control	<p>You refereed this game with both conviction and authority, managing players and situations well. The game was quick and competitive and you needed to maintain your concentration and your level of involvement throughout. Your manner and willingness to engage with the players worked to your benefit and meant that in the main they responded well to the way you managed the match. A good example of this came on 80 minutes when the Reds' goalkeeper tangled with the White 8. He retained the ball and the play continued but I was pleased to see the quiet word with the forward suggesting, I think, that he leave the keeper to you. A minute later, during a convenient stoppage, you were then seen to speak more strongly to the goalkeeper, calming him down and telling him not to over-react. This was a good example of sensible management maintaining your match control. You consistently identified changes to the mood and temperature of the match and adjusted your involvement accordingly. You also asserted your authority at a key point with your first caution for a reckless challenge. At no time did I think you were influenced in your decision-making by the actions of players, officials or spectators.</p>
3. Positioning, fitness and work rate	<p>You maintained a good work rate throughout the whole of what was a very quick game and demonstrated a level of fitness needed at this level. This included the ability to sprint when called upon, e.g. breakaway attack by the Whites on 84 minutes, plus the use of backward running to keep play in view. As a result, you were generally close enough to play to make credible decisions for example, the accidental clash of heads on 51 minutes, which contributed to your control and authority. You also kept your Assistants in view well and were seen to adjust your patrol path in order to keep in touch with play and monitor key incidents. This included several incursions into the penalty areas in open play.</p> <p>You were slightly caught out on the third goal when the ball broke unexpectedly to a Red player just inside the opposition half. It was clearly not going to be possible for you to get really close to the play as he darted towards the penalty area and scored with a fierce shot. However, you did what you could to ensure an unobstructed angled view of the incident (most important) and to have a clear sight of your active Assistant. This to me was, in the circumstances, good refereeing.</p> <p>On corner kicks you showed good movement, even warning a player at one point that you were going to run across his path as the kick was taken. This too, was a very good performance.</p>
4. Alertness and awareness, including management of stoppages	<p>As already mentioned this was a fast moving match that kept you on your toes for the whole time. I felt that you coped well with this, missing nothing of note and demonstrating a sound reading of the game. You managed injuries according to Law but when the White 8 was treated on 36 minutes I felt that you went rather a long way from the scene. Whilst you don't want to get too involved with the trainer you may on occasion want to encourage him to get on with things and also to show some interest in the player's welfare.</p> <p>Where a couple of free kicks required the wall back 10 yards this was done well. Your Senior Assistant served you well with the substitutions and they were dealt with efficiently. I felt in both halves that your allowance for time lost seemed somewhat ungenerous. We had numerous ball changes, a clash of heads and three lots of substitutions in the second half, surely worth more than two minutes? Nonetheless, yours was a performance of a standard expected at this level.</p>

5. Communication	This was a very good aspect of your game. The whistle was used confidently with good variation of length and tone right from the kick off and arm signals clear and decisively delivered. You also made very effective use of the voice to keep the game moving (“keep going” etc), to hold it up (“on the whistle please”), to proactively manage players (“you put your arm to the ball”) and head off trouble (“arms down”, “I’m watching” etc). You used the public warning when necessary (e.g. Red 10 on 49 minutes after his handball) and also the quiet word where this was the better option (e.g. Red 11 on 70 minutes, shortly after he made a comment). The only occasion I felt that you could have been more vocal was for the loud handball shout on the edge of the Red’s penalty area at 25 minutes. You were very close to the incident and made the right decision. The players close by obviously heard what you said and accepted it, but others further away plus the benches would have been more convinced by something other than a shake of the head.
6. Teamwork	You worked well with your two colleagues to deliver a very good display of teamwork with you clearly being the leader and your two colleagues supporting you very well. Although there were no major challenging incidents in the game everything that did happen was well controlled by the team of three. This included a couple of obvious disallowed goals (offside on 15 and 63 minutes) where the flag and the whistle signals were delivered at exactly the same time, thus selling the decision well and nipping any query in the bud. You led the team effectively giving indicative signals or being very quick to signal yourself when necessary. You maintained good eye contact and voice contact throughout the game and encouraged your two Assistants to get involved, which they did. You also recognised rightly situations where they could be of maximum benefit to you, a good example being the flag for a foul by the White 3 in the 68th minute. I felt that your pre-match instructions were comprehensive and delivered confidently in a logical manner.
7. Advantage	I counted three very good advantage applications in this match, each of which ended with the ball in the back of the net (the first two being goals and an effort disallowed for offside on 63 minutes). Well Done. Your voice and arm signals were in good evidence, though you could shout a bit louder. It was usually clear that you were talking to both offenders and offended afterwards, this included the yellow card for Red 4 on 64 minutes. There were however two incidents that I feel you need to think about. On 58 minutes, you played an advantage to the Reds in their own penalty area. This is not a good idea, since if possession is lost and a goal is scored by the other side, players may hold you responsible. My advice here is always to award a free-kick to the defending side if a foul is committed in their own penalty area. Compare this incident to the one on 19 minutes when a White player appeared to be fouled, nothing was given, the ball went forward and a shot went high and wide. You then pulled play back explaining “no advantage there”, although, as we discussed afterwards, you had not in fact played advantage. While clearly you did this with good intentions, please remember that you can only bring back an advantage, if you have clearly played it in the first place. The absence of a clear signal and shout of advantage can also open up the possibility of player retaliation (“the ref’s missed the foul”) and/or confrontation. So, whilst your performance was very good in parts and satisfactory overall, there are a few key points for you to reflect upon.

Strengths Section		Development areas Section	
2	Very good match control and player management	7	Some aspects of advantage for you to consider
6	The team of three missed nothing in the game	4	Ensure adequate allowance for time lost
5	Communication was a strong point and aided control		

Section	Assessment criteria	1 to 5	Weighting	Sub Total	Final Total
1	Application of law	4.0	x5	20	77
2	Match control	4.0	x5	20	
3	Positioning & work rate	4.0	x2	8	
4	Alertness, awareness	3.5	x2	7	
5	Communication	4.0	x2	8	
6	Team work	4.0	x2	8	
7	Advantage	3.0	x2	6	

Name of Assessor:

Print: A. Watcher

Signed: A. Watcher



# Supply League Referee Assessment Form

Name of referee	B. N. Official		
Date	27th February 2010		
Match	Red Town	V	Blue City
Competition	Supply League		

1. Application of law	<p>I thought that you identified the majority of penal offences committed and took the appropriate action. Due to your positioning (see Section 2 of report), I think you missed a few fouls. You cautioned 3 players. Your cautioning procedure was satisfactory, but please in future isolate the player to be cautioned before getting your book out. For the first caution, when you cautioned the Red player there were 2 of his team close by and it was not clear who was the player cautioned. In the last minute of the match, following an off-side decision, the Blue 14 showed by his actions, i.e. throwing the ball down, clear dissent to your decision and should have received a second yellow and then a red card. Please also remember that contact does not have to be made in a challenge for a free-kick to be awarded. In the 71st minute the Red 9 dived into a challenge near to the technical areas. It was a lunging challenge that did not make contact but I felt that it was still a free-kick. The off-side decisions made were in my view correct, although you missed an offside flag in the 13th minute. You were vigilant in ensuring that throws were taken from the correct place, so I was surprised when you allowed a defensive throw to Reds in the 44th minute to be taken a full 15 yards from where the ball went out. You should have awarded the throw to Blues. Substitution procedures were carried out correctly at the half-way line and injured players were asked to leave the field after assessment. Overall I thought your application of law was satisfactory.</p>
2. Match control	<p>I thought that you had control of this match and at no stage was your authority under threat, although it was tested at times. The Blue players and officials seemed to find it difficult to accept your decisions, particularly the Blue captain, who seemed to have a running conversation with you for most of the game. On two occasions, you went across to the Blue bench to have words following unsavoury comments. My advice here is to always have your bench-side assistant with you, so that he/she can witness what is said. I think your match control would be considerably improved if you show yourself to be confident and strong by giving immediate decisions, following up with crisp clear hand and arm signals and clamping down early on the first signs of dissent by players. Try to sense when the temperature of the game rises and when your tolerance level needs to go down to counteract the worsening behaviour of the players. I did not think your decisions were in any way influenced by the actions of the players, officials, or spectators.</p>
3. Positioning, fitness and work rate	<p>You are clearly very fit, moved around the field easily and demonstrated on more than one occasion the ability to sprint to catch up with play. Well done. I think, however, that your very narrow patrol path put you in positions that were too close to play. On a number of occasions, you had to take evasive action to avoid a player or the ball. My advice here is to keep close to play, but go wider when the ball comes down the left hand side of the field of play and not go too close to your active assistant when play is down the right. Try to achieve a position where you are looking through the ball to your assistant. A wider patrol path will give you a much greater overall view of play and should ensure that you do not find yourself caught up in it. You took up a wide position for the dropping zone challenges and moved in as the ball was played there. You should think about your positioning for corners; you need to take up a position that gives you a different viewing angle from that of your assistant and a position that gives you a clear view of the penalty area. This means an angled position towards the left of the penalty area, looking through play to your assistant. You also need to be on the move, just before, during and immediately after the kick has been taken. I would also recommend adopting the 'blow and go' approach. This means that once you have given a decision move away quickly to where you think play will develop. On too many occasions in this match, you hung around after giving a free-kick and players then started talking or shouting close to you.</p>

4. Alertness and awareness, including management of stoppages	Injured players were dealt with correctly and play restarted quickly. Substitutions were also carried out quickly and efficiently. You played 47:14 and 47:49 minutes for the two halves which I thought was appropriate. You dealt with free-kick situations close to penalty areas well, although your practice of walking forward means you are not keeping an eye on the ball and it could be moved. You might wish to consider whether in future your assistant might help here and give instructions accordingly. On a couple of occasions, had you adopted the 'trailing eye' technique, you would have seen penal offences committed. The trailing eye is where you keep your eyes on the original challenge, whilst being aware of the next phase of play. These happened in the 57th and 63rd minutes. One of these resulted in the Red 9 getting annoyed and making three tackles in very close succession, which fortunately did not result in him committing any fouls.
5. Communication	Your whistle is very good, clearly heard by everyone and with appropriate variation in tone to denote the seriousness of the offence. However, you do need to work on your hand and arm signals, particularly the speed with which you signal the direction for a free-kick after blowing for a foul. The arm signal needs to be given immediately the foul is blown and given in a confident way and with conviction and certainty. On a number of occasions, you were too slow in signalling direction after a whistle. This appears to convey uncertainty and lack of confidence. Also, at this level I would advise you to blow immediately you see a foul or play advantage. Waiting a few seconds only further gives the impression of uncertainty. An example of this was in the 57th minute when after a challenge the Red 9 turned back towards you and shouted for a foul. You then whistled for a foul and it seemed that you were acting on his appeal not your own judgement. On at least 2 occasions, in the 46th and 68th minutes, you failed to give any signal for throw-ins. Please make sure that you give a proper direction arm signal for all throws, free-kicks and corners.
6. Teamwork	You had two very good, experienced and willing assistants who gave you very good service throughout the 90 minutes. However, I sensed that you are not yet fully happy operating with neutral assistants. My reasons for saying this are that on occasions when the decision was clearly yours, you were looking across to your assistant for confirmation. An example of this was the goal-kick to the Blues in the 41st minute. This was on your side and an easy decision for you to make, yet you appeared to hesitate and looked for confirmation from your Assistant who was some 60 yards from the ball. As mentioned earlier, you missed one off-side flag, and in the 84th minute down very close to your Assistant in the Blue half near to the goal-line, he flagged for a foul, you shouted keep going and play continued. It appeared to me that you did not act on his flag or clearly play advantage.
7. Advantage	I saw you play advantage on 3 occasions, in the 12th, 24th and 56th minutes. On each occasion I thought possession was maintained and attacking position enhanced. Well Done. Your arm signals were fine but you must shout much louder the words "play on advantage". You must also be seen to be speaking to the offender and the offended. This lessens the chance of retaliation.

## Supply League Referee Assessment Form (continued)

Strengths Section		Development areas Section	
3	Fitness a feature of your game	1	Apply Law fully
5	Very good use of the whistle	3	Positioning needs attention as advised
5	Good self-control	2	Be more decisive and show more confidence in your ability. Be stronger when dealing with dissent and unruly club officials

Section	Assessment criteria	1 to 5	Weighting	Sub Total	Final Total
1	Application of law	3.0	x5	15	64
2	Match control	3.5	x5	17.5	
3	Positioning & work rate	3.0	x2	6	
4	Alertness, awareness	3.0	x2	6	
5	Communication	3.0	x2	6	
6	Team work	3.0	x2	6	
7	Advantage	3.5	x2	7	

Name of Assessor:

Print: A. Watcher

Signed: A. Watcher

# Supply League Assistant Referee Assessment Form

Assistant Referee	A Goodref		
Date	4th February 2010		
Match	Red United	V	Blue City
Competition	FA Supply League		

		Mark 1 to 5	Weighting	Sub Total
A	Offside judgements - active/passive	3	x5	15
B	Support and assistance to the referee	4	x5	20
C	Alertness and Awareness	4	x2	16
D	Signals	4	x2	16
E	Fitness and positioning	3.5	x2	7
			TOTAL	74

## Strengths

B	You remained alert and positively involved throughout and were not afraid to intervene when the referee required it. I feel that your self confidence conveyed itself positively to the referee and assisted his match control.
C	You managed the benches positively throughout the game and generally achieved good cooperation. Your management of substitutions was really good particularly on 79 minutes when a triple change involving both teams took place.
D	Your signalling was very good being clear, confident and decisive. You also made good use of your voice to advise players and to keep in touch with the referee.

## Development areas

A	Although I felt that you were correct in flagging for most of the off-sides, for two of them you raised your flag too early and the attacker who actually played the ball was not in an off-side position and therefore not involved in active play. Allow yourself time and adopt a 'wait and see' approach when judging if attacking players in off-side positions are involved in active play.
E	Always follow the ball down to the goal line, whether for a corner or goal kick. This helps your credibility. On at least three occasions in the second half, you stopped running by the penalty area line.

## Concluding advice

You made a telling contribution to a very good display of teamwork and you assisted the referee well both on and off the field. Please give consideration to the developmental points on offside and positioning.

Name of Assessor:

Print: A. N. Other

Signed: A. N. Other

A person wearing a blue shirt is holding a black folder and a white marker. They are standing in front of a whiteboard on a tripod stand. The whiteboard has some faint, illegible text on it. The person's hands are visible, holding the folder and the marker. The background is slightly blurred.

SECTION 4

# Appeals Procedure



# 4. Appeals Procedure

## 4.1 County FA Level

There shall be no right of appeal by a match official against an Assessment Report received. In cases where the report is inaccurate in Law, the match official may request a review of the report to the County Assessor Coordinator in **writing** within **10 days** of receiving the report.

## 4.2 Supply League Level

The match official may be unhappy with the accuracy or content of a report. If so, they are free to contact the Supply League Assessor Coordinator in **writing** within **10 days** of receiving the report to outline their appeal.

The appeals process is as follows:

- For the appeal to be valid :
  - (1) the report must be incorrect in Law and/or
  - (1) there must be a significant difference between the written section of the report and the corresponding mark given by the Assessor
- The Assessor Coordinator may seek guidance (for example, if they are not Referee Assessors themselves) before deciding that the appeal is valid

- The Assessor Coordinator will then decide whether the appeal criteria are met. If they are not, he will close the matter and inform the match official in writing of the reasons for his decision
- If the Assessor Coordinator decides that the appeal is valid, he will try to resolve the matter informally by talking to the Assessor and the match official
- If this proves unsuccessful at Supply League Level, the Supply League Assessor Coordinator will send the report to his Support Officer\*\*\*, who will then send the report on to a panel of 3 other Support Officers
- The panel will review the report and agree a final mark. This could result in the final mark going up, remaining the same or going down. The panel's decision is final
- The match official will be informed of the decision of the panel by the Assessor Coordinator. The match official and/or the Assessor may receive further advice from the panel

\*\*\* At Supply League Level, five Support Officers have been appointed by the FA to work with Supply League Coordinators in different regions of England to improve the quality of report writing and marking of Assessors' reports.



SECTION 5

# Appendices

# 5. Appendices

## 5.1 Standard Assessment Report Forms

The Football Association has produced an approved set of forms which are available free of charge to County Football Associations for competitions who wish to use them. They are appropriate for referees of all levels up to and including Supply League. The report form has a space for the mark awarded for the referee's performance. It is recommended to include the mark on promotion and advisory reports, but it is the decision of individual County Football Associations whether the mark is included when sent to the referee. All Supply League Assessment reports will contain a mark for each section and a total mark.

These forms may be downloaded from The FA Website [www.TheFA.com/refereeing](http://www.TheFA.com/refereeing) and click on one of the related links.

# Referee Assessment & Development Form

Name of referee									
Match				V					
Competition									
Date									
Type of report	Advisory		Promotion		7 to 6		6 to 5		5 to 4

Assessors must complete as advised in the "Assessor Guide"

1. Application of law	
2. Match control	
3. Positioning, fitness and work rate	

## Referee Assessment & Development Form (continued)

4. Alertness and awareness, including management of stoppages	
5. Communication	
6. Teamwork	
7. Advantage	

Strengths Section		Development areas Section	

**Name of Assessor:**

Print: \_\_\_\_\_

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

The information contained within this assessment forms a part of the Supply League and County FA promotion system, but the final decision concerning any promotion rests with either The Football Association or the County Football Association.

# Supply League Referee Assessment Form

Name of referee			
Date			
Match		V	
Competition			

1. Application of law	
2. Match control	
3. Positioning, fitness and work rate	



4. Alertness and awareness, including management of stoppages	
5. Communication	
6. Teamwork	
7. Advantage	

Strengths		Development areas	
Section		Section	

Section	Assessment criteria	1 to 5	Weighting	Sub Total	Final Total
1	Application of law		x5		
2	Match control		x5		
3	Positioning & work rate		x2		
4	Alertness, awareness		x2		
5	Communication		x2		
6	Team work		x2		
7	Advantage		x2		

**Name of Assessor:**

Print: \_\_\_\_\_

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

# Supply League Assistant Referee Assessment Form

Assistant Referee			
Date			
Match		V	
Competition			

		Mark 1 to 5	Weighting	Sub Total
A	Offside judgements - active/passive		x5	
B	Support and assistance to the referee		x5	
C	Alertness and awareness		x2	
D	Signals		x2	
E	Fitness and positioning		x2	
			TOTAL	

Strengths	
1	
2	
3	
Development areas	
1	
2	
3	
Concluding advice	

Name of Assessor:

Print: \_\_\_\_\_

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

## 5.2 Data Collection Examples

The following are examples of forms used to collect information to help the production of the assessment report. These sample forms can be used to record your observations from your notes made at the time.

These forms may be downloaded from The FA Website [www.TheFA.com/refereeing](http://www.TheFA.com/refereeing) and click on one of the related links.

## Example 1

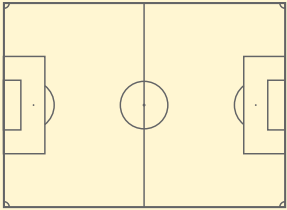
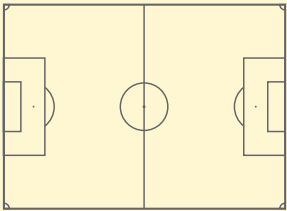
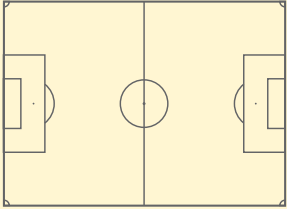
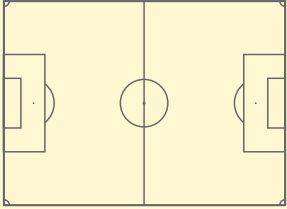
### Referee Strengths and Development Area Form

Strengths	Development areas
1 Application of law	
2 Match control	
3 Positioning, fitness & work rate	
4 Alertness/awareness	
5 Communication	
6 Teamwork	
7 Advantage	

Example 2

Time & Incidents Comment Sheet									
Description of the game/competition							Date		
Team A					Team B				
Venue					KO				
Referee					AR1				AR2
4th Official					Conditions				
TIME	INCIDENT & COMMENT				DIAGRAM				
									
					Key Points				
									
					Key Points				
									
					Key Points				

## Time & Incidents Comment Sheet – 2

TIME	INCIDENT & COMMENT	DIAGRAM
		
		Key Points
		
		Key Points
		
		Key Points
		
		Key Points



### Example 3

[illegible]

## Example 4

Assessors Note Sheet									
Referee's name				Date		First Half			
Level				KO time		Second Half			
Competition									
Home				V	Away				
Colour	KO			Colour		KO			

MINUTE	REMARKS
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	
24	
25	
26	
27	
28	
29	
30	
31	
32	
33	
34	
35	
36	
37	
38	
39	
40	
41	
42	
43	
44	
45	

## Example 5 – For supply league and above

### Referee Post-Match Feedback Form

#### Referee

Name	
Technical	
Key incidents	
Major decisions	
Law accuracy	
Advantage	
Wall management	
Signals	
Positioning	
Fitness	
Teamwork	
Management of players	
Disciplinary sanctions	

#### AR1

Name	
Offside	
Fouls	
Signals	
Fitness	
Teamwork	
Subs	

#### AR2

Name	
Offside	
Fouls	
Signals	
Fitness	
Teamwork	
Subs	

#### 4th Official

Name	
Control & management	
Substitutes	

## Example 5 (Excel Spreadsheet)

Time  
Code  
Conversion

Match Referee	Home Name	Fouls	V AR1	Away Name	Fouls	Date AR2	Competition			45	1	46
							Name	Disciplinary Action	4th Official			
1st Half			1st Half							43	3	48
2nd Half			2nd Half							42	4	49
										41	5	50
										40	6	51
										39	7	52
										38	8	53
								1st Half		37	9	54
										36	10	55
										35	11	56
										34	12	57
										33	13	58
										32	14	59
										31	15	60
										30	16	61
										29	17	62
										28	18	63
										27	19	64
										26	20	65
										25	21	66
										24	22	67
										23	23	68
										22	24	69
										21	25	70
										20	26	71
										19	27	72
										18	28	73
										17	29	74
										16	30	75
										15	31	76
										14	32	77
										13	33	78
										12	34	79
										11	35	80
										10	35	81
										9	37	82
										8	38	83
										7	39	84
										6	40	85
										5	41	86
										4	42	87
										3	43	88
										2	44	89
										1	45	90

