



## Requirements and Procedures for Practical Assessment of Umpires

Refer to the FHC **Umpire Development Model Handbook**

[http://www.fieldhockey.ca/index.php?option=com\\_content&task=category&id=47&Itemid=10](http://www.fieldhockey.ca/index.php?option=com_content&task=category&id=47&Itemid=10)

### The FHC Rated Umpire

Every year every Umpire should do the following:

1. Read the latest FIH Rules document
2. Read and discuss the FIH
3. Keep a log book of games umpired. Include the following:
  - Level of play
  - Umpiring partner
  - Feedback received and by whom
  - Any personal comments

### FHC Certification Levels

Level	Skill Level
Community	Introductory level: For youth, high school, and low-level hockey
Provincial	Introductory level: For local/club competitive and junior provincial level
Regional	Premier club hockey and junior national/regional championships
Canadian	Senior national championships/university hockey and international test matches

## Umpire Development Model (UDM)

Criteria	Community	Provincial	Regional	Canadian
<b>1. Minimum age</b>	Age 13 (but would consider younger if proves capable)	Not applicable	Not applicable	Not applicable
<b>2. Course and Exam format</b>	Community Course (with practical component) min. 4hr; Exam with Y/N multiple choice	6 hr Provincial Course /clinic Written Exam with Y/N multiple choice	5 hr Regional Course/clinic Written Exam with Y/N multiple choice	Oral presentation & discussion of Set Questions
<b>3. Qualification Criteria</b>	Pass Community exam (min. 75%) and 1 coached & 1 Field Assessment at appropriate level	Pass Provincial Exam (min. 75%) and 2 Field Assessments at appropriate level	Pass Regional Exam (min. 85%) and 2 Field Assessments at appropriate level	Pass Oral presentations and 2 field assessments at appropriate level and give a presentation at a local Community, Provincial or Regional umpiring course
<b>4. Level of play certified to umpire</b>	Youth 11 a-side (U12, U14, U16), High School & lower level Club hockey	Local / Club competitive, U18 & under Provincial Championships	Premier & Div 1 Club, U21 & U18 National and Regional Championships	CIS & Senior Nat'l Championships *Considered for appointment to International Test matches by FHC International selection committee
<b>5. Duration of certification</b>	4 years	4 years	4 years	4 years
<b>6. Renewal</b>	Rules Update Clinic; 1 Field Assessment	Rules Update Clinic; 1 Field Assessment if actively umpiring as per criteria # 7, otherwise 2 fld/assessments may apply	Rules Update Clinic; 1 Field Assessment if actively umpiring as per criteria # 7, otherwise 2 fld/assessments may apply	Rules Update Clinic; Pass 2 Field Assessments
<b>7. Requirements to maintain current umpiring level</b>	Gain as much experience as possible  Actively umpiring minimum 8 – 10 matches a year and maintaining adequate physical fitness level	Actively umpiring and maintaining physical fitness level  Min 10 - 12 matches annually	Actively umpiring and maintaining physical fitness level as per beep test  Min 12 games annually Passing 1 annual match assessments	Actively umpiring and maintaining physical fitness level as per beep test  Min 15 games annually Passing 2 annual match assessments
<b>8. Physical Fitness test /how often?</b>	To gain experience, try it and see what level you achieve!	To gain experience, try it and see what level you achieve!  *Organized by PSO at start of playing season	*Annual Beep Test as per FIH standards <ul style="list-style-type: none"> <li>• &lt;30 - 10M/9W</li> <li>• 30-40 - 9M/ 8W</li> <li>• &gt;40+ - 8M/7W</li> </ul> at National Championships or as organised by PSO	*Annual Beep Test as per FIH Standards <ul style="list-style-type: none"> <li>• &lt;30 - 10M/9W</li> <li>• 30-40 - 9M/8W</li> <li>• &gt;40+ - 8M/7W</li> </ul> (*mandatory at National Championships )
<b>9. FHC membership</b>	Be a Registered FHC member	Be a Registered FHC member	Be a Registered FHC member	Be a Registered FHC member

## Teaching a Course

*Who can teach?*

- Only qualified Course Conductors who have attended a Course Conductor workshop and apprenticed with a qualified Course Conductor, or
- Only qualified Course Conductors who have been recommended by their PSO to the FHC Umpire Working Group. The FHC Technical Committee will consider every recommendation but reserves the right of final decision.

## Assessing

*Who can assess?*

- Only qualified umpires who have taken the Course Conductor/Assessor Workshop and apprenticed with a qualified Assessor
- Only qualified umpires who have been recommended by their PSO to the FHC Umpire Working Group. The FHC Technical Committee will consider every recommendation but reserves the right of final decision.

Note: Qualified umpires at the Regional or Canadian level may be active or retired. Also qualified Assessors / Course Conductors must have been a Certified Umpire for a minimum of 4 years.

Qualified Assessors may rate at the following levels:

- Canadian – Assess at all levels (Regional, Provincial, and Community)
- Regional – Assess Provincial, Community
- Provincial – Assess Community

## Level of Play

All umpire ratings should take place at the levels suggested in the UDM.

Criteria	Community	Provincial	Regional	Canadian
<b>4. Level of play certified to umpire</b>	Youth 11 a-side (U12, U14, U16), High School & lower level Club hockey	Local / Club competitive, U18 & under Provincial Championships	Premier & Div 1 Club, U21 & U18 National and Regional Championships	CIS & Senior Nat'l Championships *Considered for appointment to International Test matches by FHC International selection committee

### **As an Assessor, you should:**

- Know the rules. Re-read the rules, especially proceeding the rating session.
- Be sure you know all recent amendments to the rules and any experimental rules in effect.
- Check that your interpretation of the rules is correct.
- Re-read the requirements on the assessment form for each rating being attempted.
- Be certain of the time and location of the practical examination.
- Explain/give feedback after the assessment.
- Advise the candidate of their success rate.
- Ensure the candidate reads, and then signs the assessment form.

### **Equipment Required**

In order to effectively evaluate the candidate, assessors should have the following items available for their use:

- Pencils
- Clipboard
- Appropriate rating forms

Appropriate dress is vital. Assessors should be dressed so that they will be warm and comfortable. This will allow the assessor to concentrate entirely on the rating task.

### **Recommended procedures to be followed when assessing umpires**

1. Arrive at the field early. It is a good idea to introduce yourself to the candidate. Show them the rating form and explain the procedures that will be followed. Inform them that you will touch base with them at half-time and they may consult you if they have any questions or concerns.
2. Watch the umpire make preliminary arrangements for controlling the game – are the field markings, goalpost, nets, etc. checked? Do the umpires discuss and agree on time-keeping arrangements, field responsibilities, clarification of rules, etc.?
3. You, the Assessor, must be ready on time and in position by the time the game starts.

4. Give the candidate a few minutes at the start of the game to “get into the game” before you begin the actual assessment.
5. Take up the position that you would occupy as an experienced umpire umpiring a game. BUT... stay well back of the candidate because it is distracting to the candidate if you are too close. So it is sometimes necessary to observe an umpire from the opposite side of the field or from the stands.
6. Concentrate on the game at all times. Record all incidents, thoughts and observations. Be sure that good calls, subtle interpretations, etc. are not forgotten. Write down the positives and items that were missed/need to be worked on.
7. Do not remain in one spot. You cannot make a fair judgement of any situation from an incorrect position. Move up and down the field in the correct umpiring position. (which may not always be that of the candidate).
8. Do not pass comment on the candidates if they are within hearing distance.
9. If there is more than one Assessor, you should not confer continuously throughout the match. Your assessments are much more meaningful if they are done separately.
10. Half-time provides an opportunity to expand on notes on the ratings from. Also, if there is more than one Assessor, this is the time to collectively discuss the candidate’s performance. If there are specific situations which you wish to discuss with the candidate regarding the game, it can be done during the half-time interval. **But make it brief.**
11. Only one candidate may be rated per game by one Assessor.

In Summary: this task is not an easy one, particularly when the performance is not acceptable. It is important to remember that you, as an Assessor, are evaluating your peers. Be honest, objective, unbiased and above all, professional.

## The Rating Form

There is a different form for each of the ratings.

- Community
- Provincial
- Regional
- Canadian

The rating form is designed to:

- Bring all aspects of umpiring to the attention of the Assessor
- Provide an efficient means of recording incidents during the game for later discussion.
- Make sure you can assess the appropriate items so that the umpire can keep the game safe and in control when they umpire on their own.

### **How to use the rating Form**

There are 2 sides to each rating form. The Assessor must be sure that both sides of the form are completed in detail.

#### Personal Information

Details regarding the candidate's name, mailing address, email address and association are placed on the front of the ratings form. Information regarding the match, event, field conditions and colleague umpiring with is also placed in this section. Such information can play an important role in deciding whether to pass or fail a candidate, thus, it must be accurately recorded.

#### Assessment

Categories – the rating forms have categories for each level and different descriptions for the various levels.

Assessment Comments – this section should be used for notations and brief comments made while play is in progress

Rating – for each category the candidate should be rated as G= Good, S=Satisfactory, N=Needs Improvement

Strengths/Areas of Concern – a brief summary of performance in each category.

### **Recommendations**

The Comments which the assessor places in this section should contain constructive information which will identify the candidate's strengths and weaknesses. It is these comments that will prove invaluable in the candidate's future attempts to improve their umpiring.

## Arriving at a Decision (Pass/Fail)

By the end of the game, the Assessor's rating form should be completed and the Assessor must decide:

Whether the game met the criteria required as indicated in the UDM.

Whether or not the candidate has passed the practical assessment.

This decision is the most important and the most difficult responsibility of the Assessor. It is not merely enough to fill in the rating form with marks and comments; a level of competency must be established and the rating awarded must be of the same standard as those given elsewhere in Canada.

To succeed a:

- Community/Provincial candidate must normally receive at least a satisfactory rating in all categories. (Several excellent ratings could be seen as a balancing off of one –needs improvement – but this would be the exception rather than the rule and it would depend on what the “N” was given in.)
- Regional/Canadian candidate must receive good in the majority of all categories

The Assessor must carefully examine the rating form, noting instances where the required standards have or have not been met. If a candidate has consistently achieved the required standard, a “pass” shall be awarded. If the required standard has not been achieved, the candidate shall not be considered successful in that particular assessment.

In situations where there is more than one assessor, assessors must confer immediately after the game to discuss their findings and to arrive at the result obtained by the candidate. Assessors should be frank and open in this discussion.

## Informing the Candidate

The candidate must be advised of the result of the practical assessment immediately after the game or as soon as circumstances will permit. If necessary, assessors should question the candidate concerning debatable incidents which may have had a strong influence on the game.

Assessors must conduct a discussion with the candidates concerning reasons for success or failure, including:

- Well made calls
- The type of error being made with examples that arose during the game.
- The areas to concentrate on for improvement
- Any queries raised by the candidates

Note: The result being given on the game in question is a pass or fail.