



## **2021 REFEREE DUTY STATEMENT**

### **1. RELIABILITY AND COMMITMENT**

To fill your commitments to rostered games. Be reliable and on time for the games you are rostered for. Complete an availability form that is accurate and lists all clashes and unavailability's. Officials who are regularly unavailable without reasonable cause will not be considered when games are being allocated. Referees may be required to answer to TOC in writing or meet to explain behaviours.

**AT LEAST 48 HOURS NOTICE IS REQUIRED IF YOU ARE UNAVAILABLE – a demerit will be given to all referees who pull off rostered games at late notice. 5 demerit points will result in a senior level game penalty of your pay grade to be deducted at the next available time.**

In the case of an emergency, please endeavor to contact Referee Manager as soon as you know you cannot fulfil your commitment. This may require a medical certificate or explanation.

Each referee will also need to complete the annual registration link to ensure they are affiliated and eligible to referee in Victoria. Fee must be paid upon completion for the registration to be complete.

### **2. COMMUNICATION**

All referees are to communicate in a calm and professional manner, be courteous to all staff and other officials, and to answer any reasonable approach by coaches and players.

Acknowledge, listen and above all use common sense. If you cannot answer refer to the referee supervisor on duty.

### **3. PUNCTUALITY**

Upon arrival you must check in with your Venue Supervisor or Referee Supervisor. Be ready at your court a minimum of 3 minutes before the scheduled start of your first game. Any subsequent games referees are to go to those games as quickly as possible after fulfilling scoresheet duties.

### **4. CODES OF CONDUCT**

Everyone who is involved in Ballarat Basketball is required to acknowledge and conduct themselves in accordance with the Code of Conduct and the spirit of the game.

### **5. CLINICS / DEVELOPMENT / ACTION DAYS**

To attend TOC development days & TOC General Meetings to attain any update on rule changes and mechanics. You must come with an attitude and willingness to learn and participate.

## **6. UNIFORM**

All referees to abide by the TOC dress code. This is displayed within the referee room and in your referee handbook. If you are unsure please contact the referee administrator for further details.

## **7. SCORING & COACH/3 STEP PROCESS FOR TECHNICAL FOULS**

All referees are to completely and correctly fill out the score tablets / scoresheets prior and at the end of the game. This means making sure the teams are checking in players at the start of the game and helping as needed. Referees must ensure all Technical Fouls, Unsportsmanlike Fouls and Disqualifying Fouls are entered correctly by the score bench, as well as relevant paperwork filled out and handed to supervisors.

3 step process for technical fouls is strongly recommended – quiet word to the player, followed by an official warning which should be given to the player, your partner, and the coach/court captain (if one is present). This process should be followed as required (unless behaviour warrants an automatic tech foul, then a warning does not need to be given).

## **8. TOURNAMENTS**

I will advise the referee administrator in writing of any outside association tournaments I will be taking part in as a referee (by filling out the Tournament Attendance Form) no later than 2 weeks prior to the tournament.

## **9. SOCIAL MEDIA**

I have read and will comply with the social media policy for Basketball Ballarat.

## **10. HANDBOOK & OPERATIONS MANUAL**

I hereby and agree to everything that is written in hand book and operations manual

NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE:     /     /

Note:

By signing this duty statement you agree to abide by these rules.

Any referee who breaks this duty statement will be held accountable according to the 3 strikes policy outlined in your handbook by the TOC.