

REFEREE POLICY

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Drafted by	Dean Russell Ian Matthew	Approved by Board on	10/07/14
Responsible person	Sport Manager State Referee Dir	Scheduled review date	01/01/15

INTRODUCTION

The New South Wales Touch Association (NSWTA), as the controlling body for Touch in New South Wales, manages all aspects of the sport in this state. Referees, their education and training, development, ethics, culture, tradition and behaviour are essential components of the sport. A set of policies is required to ensure that the refereeing arm of the sport remains on a continuing healthy and effective developmental path.

PURPOSE

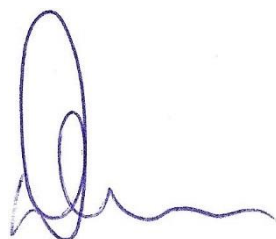
The aim of this document is to detail the policies by which the refereeing arm of Touch is managed within New South Wales.

POLICY

The NSWTA Referees Policy is a 'living document'. It requires review to ensure that it remains both current and applicable. The New South Wales Referees Panel is to review the policy annually. All recommended amendments are to be submitted to the NSWTA Technical Panel and the Board of Directors for endorsement/ratification.

AUTHORISATION

The referees' policy is developed by the NSWTA Referees Panel and is published with the approval and endorsement of the NSWTA Technical Panel and the Board of Directors



Dean Russell- General Manager
10/07/2014
NEW SOUTH WALES TOUCH ASSOCIATION

STATE GRADED REFEREE POLICY

STATE GRADED REFEREE

A State Graded referee understands that:

- a) Graded for twelve months only.
- b) Will be assessed during each twelve months for ongoing grading, based on, on field performance and compliance with the requirements of the criteria.
- c) Must abide by the NSWTA Code of Behaviour
- d) Retired Referees need to refer to the section on Page 4.

A State Graded referee understands that grading is in the following categories:

- a) Open Men's
- b) Open Women's
- c) Senior Men (over 40) and
- d) Senior Women (over 35).

State Touch Referee - Open Category

- Graded in Open Men's & Open Women's
- Graded for twelve months only
- Will be assessed each twelve months for re grading based on performance at this level and commitment to NSWTA tournaments etc.
- Must abide by the NSWTA Code of Behaviour
- Assessments will be made on games the panel feel are appropriate to achieve this level – i.e.
 - i) A male referee would be expected to referee competently in Men's Open, Men's 30s and Mixed Open games at NSWTA tournaments and would generally be the style of referee who would be considered to possess the ability to control a Men's Open Quarter Final at State level.
 - ii) A female referee would be expected to referee competently in Women's Open, Mixed Open and Men's 35s at NSWTA tournaments and would generally be the style of referee who would be considered to possess the ability to control a Women Open Semi Final at this level.
- Any referee considered for elevation must have been evaluated and referee consistently at the required level, as per above, for a twelve month period
- Assessments are to comply with the Touch Football Australia Level 4 Referees Checklist

Senior State Graded Referee

- Such referee is to make a personal declaration of desire to be considered for senior grading. This declaration must be made no less than twenty one (21) days prior to the upgrade tournament.
- Such declaration must be in writing to the State Director of Referees.
- Graded in Senior Men (over 40 yrs) - Senior Women (over 35yrs).
- Graded for twelve months only.
- Will be assessed each twelve months for re grading based on performance at this level and commitment to NSWTA tournaments etc.
- Must abide by the NSWTA Code of Behaviour
- Assessments will be made on games the panel feel are appropriate to achieve this level; i.e.
 - i) A male senior referee would be expected to referee competently in Men's 35s & 40s games at NSWTA tournaments and would generally be the style of referee who would be considered to possess the ability to control a Men's 40s Grand Final at this level.
 - ii) A female senior referee would be expected to referee competently in Women's 30s & 35s games at NSWTA tournaments and would generally be the style of referee who would be considered to possess the ability to control a Women's 35s Grand Final at this level.
- Any referee considered for elevation must have been evaluated and referee consistently at the required level, as per above, for a twelve month period.
- Assessments are to comply with the TFA Level 4 Referees Checklist.

NB. To be considered for State Touch Referee Grading, Open or Senior Category, the referee must have attended at least two (2) state Level tournaments during the twelve (12) month period leading to that grading. One of these must include the NSWTA State Cup.

Dispensation may be sought only in extenuating circumstances. Any request for dispensation must be in writing to the Director of Referees.

Criteria for a State Graded Referee:

A State Referee must:

- a) Be of sound physical condition.
- b) Possess a sound knowledge of the rules of the game and how to apply them equally.
- c) Possess the ability to manage players at all times, both on and off field.
- d) Be able to officiate as a Referee at NSWTA tournaments e.g. State Cup.
- e) Be able to officiate as a Referee at tournaments organised by or under the auspices of the NSWTA.
- f) Be in attendance at meetings as requested by the State and Regional Directors of Referees

- g) Assist in the coaching, organisation and development of Touch Referees within their Affiliate and Region.
- h) Assist the Regional and State Director of Referees as requested, in the conducting of accredited courses. rules lectures, seminars and examinations.
- i) Be the holder of a minimum of the TFA Level 2 Course Presenters Certificate and a Level 1 Referees Coaching Certificate.
- j) Be the type of person who will always be a good ambassador for the NSWTA and the NSWTA Referees.
- k) Must be prepared to undertake a position on the Regional Referees Technical Panel.

Criteria to Retain State Grading

- a) To retain "State Grading" a Referee, would be expected to referee consistently at affiliate, regional and state level.
- b) To retain Level 2 Course Presenters Certificate, the presenter would be required to present a topic at a minimum of one Referees Badge Level Course, Referee Coaching Course, or Presenter's Course per year.

In order to devote the amount of time necessary to fulfil the above items, State Graded Referees (both male and female) **ARE NOT PERMITTED** to coach or manage any organised touch team at any level. However, referees are permitted to play, at their local affiliate / park level **ONLY**.

Any State Graded Referee who wishes to play further than local affiliate/park level will forfeit their Grading.

A State Referee is not to participate in any way in districts not affiliated with NSWTA as per the unaffiliated rule.

Retired State Graded Referees

- a) If a State Referee retires from State commitment such referee will still hold their grading at Association/Affiliate level. However if that referee applies to return to State level, they must be assessed by the State Referees Panel at a State tournament. Should said referee be accepted to referee at State events, he/she should appreciate that their badge level is subject to review.
- b) Retired State Referees, who at a later date wish to become active at a State Level, are to write to the State Director of Referees and request to be reassessed as a State Referee. Such application must be endorsed by the Regional Director of Referees and be accompanied by two (2) successful TFA Level 4 Checklist sheets. Each case will be considered on merit.

Leave of Absence

A State Referee can request a leave of absence. Leave of absence will be for a maximum period of twelve (12) months. Such leave will be served from the date advised to the State Director. Each case will be considered on its merits. A leave of absence will not be granted for the purpose of playing. If a Referee plays at representative level, whilst on leave of absence, such Referee will be deemed retired. Whilst a Referee may request more than one leave of absence they cannot be served concurrently. If a Referee does not return to the active ranks immediately after leave of absence such Referee will be deemed to be retired. They must then comply with the criteria for retired Referees.

Selection Policy of Touch Referees for Elevation to State Graded Level

The procedures set out below are to be followed by the Affiliate and Regional Directors of Referees, prior to assessment by the NSWTA Referees Panel.

Affiliate Directors of Referees to ensure that the Referee:

- a) Is a member of an Affiliated Body?
- b) Has passed the Level Three Examination and is registered with the NSWTA Office so they can be added to the database.
- c) Has attended the Level Three Referee Course on behalf of the NSWTA and in conjunction with the TFA.
- d) Affiliate Director is to advise the Regional Director of Referees in writing, of the Referees interested in being involved in State and Regional tournaments for the purposes of being considered for State Grading.
- e) Two completed checklists are to be submitted to the Regional Director upon
- f) Affiliate Director of Referees is to make an appointment with the Regional Director of Referees to assess the Referee at his/her affiliate, with the intent of recommendation to the State Director of Referees, for possible upgrading.

Regional Director of Referees will:

- a) Assess the Referee at Affiliate / Regional level.
- b) Areas to be considered when assessments are conducted should follow those as organised in the TFA Referees checklist. (This is for evaluation purposes only. The sheet does not have to be submitted to the NSWTA Director of Referees)

After being satisfied as to the practical Refereeing competency of the Referee, will advise the State Director of Referees of the availability of the Referee for State and Regional tournaments and for consideration for State Grading.

Ensure that the Referee has satisfied all of the theory requirements to be considered for State Grading.
i.e. Completed the Level Three seminar and passed Level Three exam.

Ensure nominated Referees fulfil and are prepared to fulfil the criteria of a State Referee.

State Director of Referees will:

- a) Obtain all relevant information from Regional Director of Referees to ensure eligibility for consideration for upgrading.
- b) Ensure that Level Three Referees participate at all levels of Refereeing. i.e. Affiliate, Regional and State.
- c) Ensure that Level Three Referees are assessed over a number of NSWTA tournaments by the NSWTA Referees Coaching Panel, and a profile constructed.
- d) Liaise with the Regional Referees Directors in regards to Level Three Referees.
- e) Request a list of "Possible and Probable" Referees from State Panel members based on twelve (12) month performance at NSWTA tournaments.
- f) Ensure that prospective State Level Referees are made fully aware of the commitment required of State Referees.
- g) Each year with the assistance of the State Referees Panel, elevate competent referees who have met all the criteria to the State Referee ranks
- h) Ratify with the NSWTA Board, those referees that have been recommended for elevation to the State Referees ranks.
- i) Inform in writing each selected Referee of the fact that they have been invited into the ranks of the State Referees.

Definition of Possible and Probable:-

Possible Classification - is a referee that has refereed well at NSWTA tournaments and would be subject to evaluation at the State Cup with the outlook to being elevated to State Level if he/she performs at the required standard under varying game standards

Probable Classification - is a referee that has been refereeing close to or at the required badge level at NSWTA tournament for the twelve (12) month period leading up to the State Cup.

NB. Consideration for elevation to State Level will be conducted at the NSWTA State Cup Only.

However dispensation may be approved for a referee to be assessed at a designated tournament should they be unable to attend the State Cup. Dispensation will only be approved to a referee that has been classified in the “Probable” category and where extenuating circumstances for their non-attendance at the State Cup exists.

Such assessments can be completed by members of the NSWTA Referees Panel only.

Professionalism and Attire

As a NSWTA State Graded Referee, you have an image to uphold. This starts with the way you present yourself at any sporting venue or function.

- As a State Graded referee it is a requirement that you have the following attire;
 - ⇒ State Referee Blazer
 - ⇒ National Referee Tracksuit
 - ⇒ Minimum of one complete set of on field referee uniform (Shirt, shorts or skirt and socks)
 - ⇒ State Referee Tie
 - ⇒ State Referee Bag
 - ⇒ Level Four Badge
- *NB. To assist with costs the current NSWTA policy is that the State Body will provide to the State Graded Referee at no cost their complete referee on field uniform, State referee tie, State referee bag, and their Level Four badge. The Blazer is at the referees cost. (It would be envisaged that both the affiliate and Region will assist in this purchase)*
- As a State Graded referee you have opportunity to purchase the following attire;
 - ⇒ State Graded Referee Off field polo shirt with your personal grading number.
 - ⇒ State Graded Referee off field shorts
- As a State Graded referee it is a requirement that you wear to all official functions the following attire;
 - ⇒ State referee Blazer
 - ⇒ White collared business shirt
 - ⇒ Navy Blue trousers
 - ⇒ State Referee Tie
- As a State Graded referee it is a requirement that on Finals day of NSWTA events that you wear (should you have) the following attire
 - ⇒ State Graded Referee Off field polo shirt with your personal grading number.
 - ⇒ State Graded Referee off field shorts

Selection of State Squad Referees

Potential State squad Referees will be assessed over a period of twelve (12) months at NSWTA tournaments, by the State Referees Panel.

These assessments will be collated by the State Director of Referees, and maintained in an individual personal file.

Selection will be based on performances during the year and commitment to affiliate and regional level. Verification may be sought from the Regional Director of Referees.

Squad numbers will depend on the amount assigned to NSWTA by the National Director of Referees.

Final names will be selected, with the remaining names placed in order and submitted to the National Director of Referees.

All squad members must be endorsed by the NSWTA Board of Directors

NB. To be considered for State Squad selection (National Representation) the referee must have attended at least two (2) state Level tournaments during the twelve (12) month period leading to nomination for final selection. One of these must include the NSWTA State Cup.

Dispensation may be sought only in extenuating circumstances. Any request for dispensation must be in writing to the Director of Referees.

Referees Disciplinary Panel

All State Graded Referees fall under the NSWTA Disciplinary Policy and the TFA Disciplinary Regulations. There may be occasion for a referee to face the Referees Disciplinary Panel and if so the following is to be observed.

Chairperson

Should be a member of the current State Referees Panel. Dispensation may be given on request to the State Director of Referees for the Chairperson to be a Regional Referees Director should a member of the State Referees panel be unavailable.

Panel Members

Panel members must be selected by the State Director of Referees.

Panel members are to be respected active referees (any level).

There must be a minimum of two (2) and a maximum of four (4) panel members plus the chairperson, for the meeting to proceed.

Disciplinary Hearing

For a Disciplinary hearing to be convened, the State Director of Referees must receive a written report of alleged misconduct of a referee from any person associated with the game of touch. The State Director of Referees in conjunction with the NSWTA General Manager shall decide on such meetings based on reports received.

Powers of the Disciplinary Panel

If the referee is found guilty of any breach of the NSWTA Code of Behaviour or of misconduct which would be considered to contravene the Referees Code of Ethics, such referee may be suspended or disqualified from officiating at NSWTA tournaments. Duration would be decided by the Panel.

If a State Referee is found guilty of misconduct (or bringing the game into disrepute), this referee will immediately forfeit their State Grading.

NB. The NSWTA must be notified of such decisions.

Appeals / Grievances

In accordance with NSWTA's policy of natural justice and transparency, referees may appeal appointments, grading or squad selections. Such appeals or grievances are to be dealt with in a timely manner by the NSWTA (either by the NSWTA Referees Panel, the NSWTA General Manager or where necessary the NSWTA Board).

ACCREDITATION SYSTEM SUMMARY

The TFA referee accreditation system has six levels of grading (badge levels 1 to 6). Criteria for each level are set by the National Referees Panel (NRP) and include both courses and practical assessments.

Levels 1 requires a referee to successfully complete a course (the theory component) and complete Australian Sports Commission on line General Principles Course. Level 2 and Level 3 require a referee to successfully complete a course (the theory component), the Australian Sports Commission on-line General Principles Course (if not already completed at Level 1) and be assessed as competent during a game (the practical component). Levels 4 to 6 require only the practical assessment to be deemed competent.

Levels 1 to 3

Levels 1 to 3 are awarded and managed by the constituent bodies (states) of TFA using the TFA referee education and training system developed and maintained by the NRP. This ensures that uniform standards are maintained across Australia for all referees. Grading can only be made by accredited referee coaches.

Level 4

The NRP may approve the State Directors of Referees and / or Referees Panels to grade referees to Level 4, subject to the qualification of the referee coaches in each state. The NRP is to review the approval of each constituent body annually to ensure qualifications and standards are maintained. In constituent bodies not approved to grade to or award Level 4, the NRP is responsible for grading to this level.

However, in NSW we have the personnel with the required skillset.

Level 5

Level 5 grading can only be made by the NRP at TFA National Touch League (NTL) series. Once nominated and endorsed by the constituent body, Level 4 referees attending an NTL series will be assessed against the grading criteria by members of the NRP.

To be elevated to Level 5, a referee must receive a majority vote from the attending NRP members. One of the votes must be the National Director of Referees or the designated Director of Referees for that tournament.

Level 6

Level 6 grading can only be made by the NRP at TFA NTL series. Once nominated and endorsed by the constituent body, Level 5 referees attending an NTL series will be assessed against the grading criteria by members of the NRP.

A Level 6 referee is regarded as a person who possesses excellence in all areas of refereeing, demonstrates outstanding ability as a referee, and is a good ambassador for the sport. Level 6 referees are expected to be able to control any game at any level and capable of officiating at F.I.T tournaments.

A majority vote from all attending NRP members is required, one of which must be the National Director or Referees or the designated Director of Referees for the tournament. The majority of NRP member is dependent on the number of NRP members attending

COURSE PRESENTER ACCREDITATION SYSTEM

This is a generic course able to be attended by selectors, referees, players or coaches. The Course Presenter qualification includes the Course Coordinator qualification. The course qualifies participant as Level 1 or Level 2 Course Presenters.

The following tables provide details of each level, their training and qualifications:

Course Presenter Level 1 – Basic:

<i>Duration</i>	<i>This course takes 1 day to complete</i>	<i>Qualifications available</i>	<i>Level 1 or Level 2 Course Presenters</i>
<i>Pre Course requirements</i>	Nil	L1 gains OJE (On Job Experience) through	Presenter gains experience by presenting at Level 1 Referee Badge courses, Level 1 Selector courses or at Level 1 Player Coach courses
<i>Qualification Authorization</i>	Can present sessions on a Level 1 Referee Badge courses, Level 1 Selector courses or at Level 1 Player Coach courses	L1 Professional Development training requirements ^[1]	Must present a minimum of 2 sessions (1 of each) indoor (theory) and outdoor (practical / skills based).
<i>L1 qualification awarded after completion of</i>	To attain L1 - trainee is to deliver and be deemed Competent to L1 Standards in both of the following: <ul style="list-style-type: none"> a. a 10 minute – indoors / theory session b. a 10 minute – outdoors /practical session c. 		
<i>Assessment Tool</i>	TFA L1 – 2 Course Presenter Assessment Tool	Assessor	A minimum Level 3 Course Presenter makes upgrade assessments for Level 1 Course Presenter
<i>Note: It is possible to attain a Level 2 Course Presenter qualification from attendance at the initial course.</i>			

Upgrade requirements to Level 2 Course Presenter - Course Presenter Level 2 – Intermediate:

Duration	Either attained at the initial course or Self Paced	Qualifications available	Level 2 Course Presenter
Pre Course requirements	<p>A qualified Level 1 Course Presenter who has completed the L1 Professional Development training requirements</p> <p>Previous presenter experience is evident, recognized and competency is demonstrated while attending the initial Course Presenter Course, allowing the candidate to move from no qualifications to Level 2 without having to complete further Level 1 requirements.</p>	L2 OJE requirements	Presenter gains experience by presenting at Level 1, 2 or 3 Referee Badge courses, and Level 1 or 2 Selector courses or at Level 1 Player Coach courses.
Qualification Authorization	<p>These presenters can coordinate^[2] and present at Level 1, 2 or 3 Referee Badge Courses and Level 1 or 2 Selector courses or at Level 1 Player Coach courses.</p> <p>These presenters can present sessions at the Level 1/ 2 Course Presenter Course.</p>	*L2 Professional Development training requirements	Must present a minimum of 6 sessions (3 of each) both indoor (theory) and outdoor (practical/skills based) and be rated 'Competent' in all by a L3 Course Presenter before consideration for upgrade to L3.
L2 qualification awarded after completion of	<p>To attain L2 - trainee is to deliver and be deemed Competent to L2 Standards in both of the following:</p> <ol style="list-style-type: none"> a 10 minute – indoors / theory session a 10 minute – outdoors /practical session or an indoor and outdoor session of longer duration delivered during another Touch Course 		

Assessment Tool	TFA L1 – 2 Course Presenter Assessment Tool	Assessor	A minimum Level 3 Course Presenter makes upgrade assessments for Level 2 Course Presenter
<p>Note: It is possible to attain a Level 2 Course Presenter qualification from attendance at the initial course. If this L2 qualification is attained from the Basic Course, the Course Presenter commences the *L2 Professional Development training requirements.</p> <p>“A course presenter should not have access to course materiel above their qualification level held in their particular arm of Touch (i.e. if the Course Presenter is a Level 2 Badge Referee then they should not have access to the Level 3 Badge material until after they have qualified on the Level 3 Referee Badge Course)”.</p>			

Course Presenter Experience

Course Presenters must gain practical experience at each level prior to returning to complete the next level of Course Presenter. This experience is in the form of face to face teaching on formal TFA accredited courses. It should be expected that Course Presenters would complete several sessions at each level before being considered for upgrade thus allowing for the necessary experience to be gained. The overall intent is that by the time a Course Presenter reaches Level 4 they have presented all the sessions in the Course Presenters Course and most if not all of the sessions in their respective technical arm courses.

Training and Experience Records

All training and experience needs to be recorded and this is done using the - “Record of Training and Experience”. Look in your manuals for the example of the record sheet. Copies of this are available from your local Level 3 and 4 Course Presenters or just photocopy the page from your manual.

We have a system in place to provide you with mentoring and assistance as you grow and develop.

A Course Presenter will make further advancement to Levels 3 & 4 on successful completion of the workbooks and through experience in the class room. The respective National Director of the technical arm or a suitable person nominated by that Director, who is the holder of a Level 4 Course Presenter certificate would make these evaluations.

Experience and study is the only way we improve our skills and this is no different in the Touch world.

REFEREE COACH GRADING SYSTEM:

Level 1 Referee Coach Course (Basic)

This course is coordinated and conducted by Level 3 or 4 Referee Coaches only.

The course takes 1 day to complete.

Course qualifies participant as: Level 1 Referee Coach

Level 1 Referee Coach:**Pre Qualification Requirements:**

Must be a minimum of a Level 2 Badge Referee

Dispensation may be given upon request to the National Director of Referees to those participants who hold a Level 1 Referee Badge but are capable of coaching at park level.

A Level 1 Referee Coach is expected to hold a minimum qualification of Level 1 Course Presenter. While the Course Presenter and Referee Coach Courses are separate courses it is vital to the grass roots development that you attain a qualification in both disciplines. You may have the opportunity to complete both courses in one weekend which is a great method to gain the qualification, however for many reasons you may only be able to complete one of the courses at a time. In order to keep the sport developing and moving forward please find the earliest opportunity to gain both qualifications.

Post course experience or RPL requirement:

Attain 20 hours (minimum) practical experience as a Level 1 Referee Coach within an 18 month timeframe by coaching at park level with a mentor coach. Experience is recorded on the "Statement of Hours - Practical Experience Record".

Course Qualification Authorization:

This level coach can coach at park level competitions.

This level coach can upgrade a referee to a Level 1 Referee Badge.

If qualified as a Level 1 Course Presenter:

⇒ This level coach can present Level 1 Referee Badge Courses.

Assessment Requirement:

Compiles an assessment sheet on a Level 1 Badge referee with no more than two (2) errors

Can identify 60% of Referee weaknesses found in a Level 1 Referee game performance (as identified by the assessor).

Can provide options and solutions (coaching/positive verbal feedback) to 60% of the identified Referee weaknesses to enhance referee performance

Assessor:

A Level 3 or Level 4 Referee Coach makes upgrade assessments for Level 1 Referee Coach.

Upgrade requirements to Level 2 Referee Coach:**Level 2 Referee Coach (Intermediate):****Pre Qualification Requirements:**

Must be a minimum of a Level 3 Badge Referee

Dispensation may be given upon request to the National Director of Referees to those candidates who hold a Level 2 Referee Badge but are capable of coaching at regional or affiliate level.

As a Level 2 Referee Coach TFA expects you to hold a minimum qualification of Level 2 Course Presenter so that you can present more courses within your regions, sharing the workload and increasing retention of referees.

Must have completed the Intermediate Referee Coaching Workbook

Post course experience or RPL requirement:

Attain 20 hours (minimum) practical experience as a Level 1 Referee Coach within an 18 month timeframe by coaching at regional or affiliate level with a mentor coach. Experience is recorded on the "Statement of Hours - Practical Experience Record".

Qualification Authorization:

This level coach can coach at regional or affiliate level competitions.

This level coach can upgrade a referee to a Level 1 and Level 2 Referee Badge.

If qualified as a Level 2 Course Presenter:

- ⇒ This level coach can coordinate and present at Level 1, 2 or 3 Referee Badge Courses.
- ⇒ This level coach can present at Level 1 Referee Coach Course.
- ⇒ This level coach can present at the course Level 1/ 2 Course Presenter Course.

Assessment requirement:

Compiles an assessment sheet on a Level 1 and 2 Badge referee with no more than two (2) errors.

Can identify 70% of Referee weaknesses found in a Level 1 and 2 Referee game performances (as identified by the assessor).

Can provide options and solutions (coaching/positive verbal feedback) to 70% of the identified Referee weaknesses to enhance referee performance.

Assessor:

A Level 3 or Level 4 Referee Coach makes upgrade assessments for Level 2 Referee Coach.

Upgrade requirements to Level 3 Referee Coach:**Level 3 Referee Coach (Advanced):****Pre Qualification Requirements:**

Must be a minimum of a Level 4 Badge Referee.

Dispensation may be given upon request to the National Director of Referees to those candidates who have not attained this level but are capable of coaching at state level. Application for this dispensation would be considered rare.

As a Level 3 Referee Coach is expected to hold a minimum qualification of Level 3 Course Presenter, so that you can present more courses within your regions, sharing the workload, increase the retention of referees, understand how to be a Mentor for others and obtain a more in depth understanding of assessing others.

Is a member of a regional, affiliate, or a State Referee Panel.

Must have completed the Advanced Referee Coaching Workbook

Post course experience or RPL requirement:

Attain 20 hours (minimum) practical experience as a Level 2 Referee Coach within an 18 month timeframe by coaching at State level with the State Referee Panel. Experience is recorded on the "Statement of hours – Practical Experience Record".

Qualification Authorization:

This level coach can coach at state level competitions.

This level coach can upgrade a referee to a Level 3 Referee Badge with State Director of Referees concurrence and can recommend upgrade of a referee to a Level 4 Referee Badge.

If qualified as a Level 3 Course Presenter:

- ⇒ This level coach can coordinate and present at Level 1, 2 or 3 Referee Badge Courses.
- ⇒ This level coach can coordinate and present at Level 1 Referee Coach Course.
- ⇒ This level coach can coordinate and present at the Level 1/ 2 Course Presenters Course.
- ⇒ This level coach can Mentor others.
- ⇒ This level coach can assess others when they deliver training.

Assessment Requirement:

Compiles an assessment sheet on a Level 3 and 4 Badge referee with no more than two (2) errors. Can identify 80% of Referee weaknesses found in a Level 3 and 4 Referee game performances (as identified by the assessor). Can provide options and solutions (coaching/positive verbal feedback) to 80% of the identified Referee weaknesses to enhance referee performance.

Assessor:

A Level 4 Referee Coach makes upgrade assessments for Level 3 Referee Coach.

Upgrade requirements to Level 4 Referee Coach:**Level 4 Referee Coach (Elite):****Pre Qualification Requirements:**

Must be a minimum of a Level 4 Badge Referee.

Dispensation may be given upon request to the National Director of Referees to those candidates who have not attained this level but are capable of coaching at National level. Application for this dispensation would be considered **very** rare.

As a Level 4 Referee Coach you are to hold a minimum qualification of Level 4 Course Presenter, so that you can present more courses within your regions, sharing the workload, increase the retention of referees, understand how to be a Mentor for others, obtain a more in depth understanding of assessing others and attain the skills to develop training.

Is a member of a regional, affiliate or a State referee panel.

Must have completed the Elite Referee Coaching Workbook

Post course experience or RPL requirement:

Attain 20 hours (minimum) practical experience as a Level 3 Referee Coach within an 18 month timeframe by coaching at national level with the National Referee Panel. Experience is recorded on the "Statement of hours – Practical Experience Record".

Qualification Authorization:

This level coach can coach at national level competitions.

This level coach can upgrade a referee to a Level 3 Referee Badge with State Director of Referees concurrence and can recommend upgrade of a referee to Level 4 Referee Badge. (Any State Director of Referees who are members of the National Referee Panel or those granted authority in writing from the National Director of Referees is the only personnel authorized to grade referees to Level 4 Badge.)

If qualified as a Level 4 Course Presenter:

- ⇒ This level coach can coordinate and present at Level 1, 2 or 3 Referee Badge Courses.
- ⇒ This level coach can coordinate and present at a Level 1 Referee Coach Course.
- ⇒ This level coach can coordinate and present at the Level 1/ 2 Course Presenter Course.
- ⇒ This level coach can Mentor others.
- ⇒ This level coach can assess others when they deliver training.
- ⇒ This level coach can develop training materials.

Assessment Requirement:

Compiles an assessment sheet on a Level 5 and 6 Badge referee with no more than two (2) errors.

Can identify 90% of Referee weaknesses found in a Level 5 and 6 Referee game performances (as identified by the assessor).

Can provide options and solutions (coaching/positive verbal feedback) to 90% of the identified Referee weaknesses to enhance referee performance.

Assessor:

A Level 4 Referee Coach makes upgrade assessments to Level 4 Referee Coach.

Note:

The upgrade assessment made by a Level 4 Coach from the national panel is subject to the approval/endorsement of the National Director of Referees. Occasions may arise where a Level 4 coach is not a member of the current National Referee Panel, and any upgrade (to Level 4) assessments conducted by this person is subject to the approval/endorsement of the National Director of Referees.

TFA REFEREE COACH CAREER PATH AND TRAINING/EXPERIENCE PATHWAY

Referee Coach Level 4

Referee Coach Level 3 – Attends TFA Championships (NYC, NTL, Elite 8 Series, and or NSWTA / QTA State of Origin) as an observer to gain experience, be mentored and assessed by the National Referees Panel and must be capable of writing assessment sheets and coaching Levels 5 and Level 6 Referees.

Possible Appointment to the National Referees Panel

Referee Coach Level 3 completes the Elite Referees Coach Workbook. A self-paced theory activity. This usually takes 5 to 8 hours to complete.

Level 4 Coach to evaluate

Referee Coach Level 3 works extensively at State Level to confirm Regional level work and gain experience (20 hours minimum). Should be a member of the State Referees Panel. Must be capable of writing assessment sheets and coaching Level 3 and Level 4 Referees. As experience and confidence grows the level 3 Referee Coach should then start working with the National Referees Panel (20 hours minimum).

Referee Coach Level 2 completes the Advanced Referee Coach Workbook. A self-paced theory activity. This usually takes 5 to 8 hours to complete.

Referee Coach Level 2 works extensively at Regional Level to confirm Affiliate level work and gain experience (20 hours minimum). Should be a member of the Regional Referees Panel. Must be capable of writing assessment sheets and coaching Level 2 Referees. As experience and confidence grows the level 2 Referee Coach should then start working with the State Referees Panel (20 hours minimum).

Referee Coach Level 1 completes the Intermediate Referee Coach Workbook. A self-paced theory activity. This usually takes 5 to 8 hours to complete.

Level 3 or Level 4 Referee Coach to evaluate

Referee Coach Level 2 works predominately at Park Level to confirm course qualifications and gain experience (20 hours minimum). As experience and confidence grows the level Referee Coach should then start working with the Regional Referees Panel (20 hours minimum). Must be capable of writing assessment sheets and coaching Level 1 Referees.

Level 1 Referee Coach Course



CODE OF ETHICS

These guidelines are meant to reflect the expectations of both the NSWTA Referees, the NSWTA and are to be read in line with the NSWTA Code of Behaviour.

- A referee should be a person who is considered to be beyond reproach.
- A referee must not engage in any verbal or physical confrontations with any referee, player coach, official or organizer, no matter how minor.
- A referee shall not, at any time make any comment in any publication, whether written, televised or broadcast that would be deemed to be detrimental to the interests, welfare or image of the NSWTA Referees, or the NSWTA. This includes social media such as Face Book. Use of social networking sights to ridicule, defame, bully, slight and or make any comment that could be viewed as detrimental to any individual, group or organization involved in the sport of Touch, will be viewed as a breach of the Code of Ethics.
- A referee must not, while officiating in a game, use crude or abusive language, or engage in any conduct detrimental to the spirit or image of the game of Touch.
- A referee must at all times, act, dress and behave in a manner befitting the expectations of the NSWTA Referees and the NSWTA.
- A referee shall not gamble on the result of any game under the jurisdiction of the NSWTA.
- A referee should always endeavour to present him/herself as a Referee team orientated person.
- A referee should always be seen to fully support fellow Referees, both on and off field.

Where the NSWTA Referees or the NSWTA receives a report of any alleged breach of this Code of Ethics, if a Referee is found guilty of that breach, after due inquiry, disqualify suspend or otherwise deal with the Referee concerned.

REGIONAL REFEREES PANEL POLICY

REGIONAL DIRECTORS OF REFEREES

Criteria:

- Appointed every two (2) years by the Executive of the Region, following the Regional AGM.
- Possess maturity, self-confidence and tact, and the ability to deal effectively with Referees, players and Officials at all levels.
- Capacity to exercise mature judgment and participate in impartial assessment of Referees.
- Able to undertake courses, reading lectures etc., so as to be able to coach and assess Referees with a high degree of credibility.
- Must possess a knowledge of the standards and behaviour expected of a NSWTA official and or representative, and an acceptance of these standards.
- Must be a minimum of Level 3 Badge Referee.
- Possess a minimum of a Level 2 Referees Course Presenters Certificate
- Possess a minimum of a Level 2 Referees Coaching Certificate

DUTIES

- Work with and be responsible to the Regional Director and the Regional Technical Director.
- Liaise with the NSWTA Director of Referees.
- Submit reports to:
 - a. Regional Committee.
 - b. NSWTA Director of Referees on the Referees and Associations within the Region.
- Prepare and submit to the Regional Director a suitable budget for use within the Region, to enable traveling, development and promotion of Referees at affiliate level.
- Prepare and submit to the Regional Director a suitable development plan for the ongoing development of referees within the region.

- Foster the development of Referees by:
 - Coaching of Affiliate Directors of Referees.
 - Assist in the formation of Referees as a body, group or association.
 - Conducting rules lectures for both player and Referee groups.
 - Conduct a minimum of one per term of the Referee Recruitment and Retention Program (RRRP)
 - Conduct and coordinate level 1 to 3 examinations and seminars.
 - Conduct and coordinate Refereeing seminars on practical aspects of Refereeing.
 - Assist in coaching and assessing of Referees at all affiliates within the Region.
 - Conduct regular Regional meetings, to pass on information from State Level.
 - Coordinate and monitor panel members and their visits to affiliates.
 - Undertake upgrade to Level 3 then 4 Referee Course Presenter.
 - Assist panel members to upgrade both presenter level and badge level.
 - Develop personal coaching skills by working with State Panel at tournaments etc.
 - Succession plan to develop ongoing regional panel & director.

- Attend meetings/seminars as required at:
 - a. Regional level
 - b. State level.

- Assist with Regional competitions, trials etc.

- Notify the NSWTA Director of Referees of prospective candidates to be considered for possible Level 3 badge upgrade and supply checklist accordingly.

- Notify the NSWTA Director of Referees of prospective candidates to be considered for possible Level 4 upgrade and supply checklists accordingly.

- Select and nominate referees from their respective Region, (three level 3 badge referees and three Level 4 badge referees as a minimum) for the Junior Regional Championship.

- Advise the NSWTA Events Manager and the State Director of Referees no later than February 1st each year of these selections

- Make recommendations to the NSW Director of Referees the referees that are potential TRYS members from their respective Regions

REFEREES PANEL

Criteria:

- Panel members are nominated by the Regional Director of Referees, endorsed by Regional Panel and Technical Panel members and finally by the Regional Executive.
- Perspective members must be active within their own affiliate.
- Is the holder of a minimum of a Level 2 Referees Course Presenters Certificate and a Level 1 Referee Coaching Certificate.
- Capacity to be able to maintain confidentiality.
- Possess maturity, self-confidence and tact, and have the ability to deal with Referees, coaches, players and officials at all levels
- Possess excellent oral and written communication skills.
- Capacity to work well under pressure.
- Capacity to exercise mature judgment and participate in impartial assessments of Referees.
- Capacity to be able to undertake coaching of Referees with a high degree of credibility.
- Has a knowledge of the standards and behaviour expected of a NSWTA official and or representative, and an acceptance and adherence of these standards.
- Volunteer to work with the NSWTA Referees Coaching Panel at selected tournaments with the view to upgrading referee coaching ability and levels.
- Work with the coordinator of the TRYS to identify referees at regional and affiliate level, who may fit the criteria.

REGIONAL PANEL MEMBERS

Duties

- To aid the Director in all aspects of coaching and assessing of Referees in the affiliates within the region.
- Undertake promotional and lecture visits to affiliates as requested by the Director on behalf of Region.
- Identify, encourage and promote to affiliate referees to attend higher level seminars to develop a stronger understanding of referee duties and develop personal skills.
- Encourage referees to attend regional and NSWTA tournaments.
- If necessary, set a mentor program within an affiliate.
- Monitor the progress of referees in the affiliates designated by the regional director of referees.
- Attend regional tournaments for the purposes of assessing and coaching of Referees.
- Attend meetings as set down by the Regional Director.
- Attend state tournaments to work with state panel and develop personal assessing and coaching skills.

AFFILIATE REFEREE DIRECTOR PANEL POLICY

AFFILIATE REFEREE DIRECTORS

Duties:

- Liaise with the Regional Director of Referees
- liaise with the NSWTA Director of Referees
- Keep Referees informed of any rule changes or variations
- Keep abreast of any new developments with coaching techniques from NSWTA Referees
- Complete insurance forms for all referees
- Arrange badge level courses to develop referees within affiliate
- Encourage affiliate referees to attend NSWTA tournaments
- Inform affiliate referees of expectations at NSWTA tournaments
- Keep on hand NSWTA Referees Policy
- Make sure referees are attired correctly and understand the reason for same
- Appoint referees to round games
- With the assistant of affiliate referees panel, appoint referees to grand finals etc.
- Keep records of games completed
- Assess and coach referees at affiliate level
- Recommend to the Regional Director of Referees those referees that are capable of progressing at NSWTA tournaments
- Invite Regional Director of Referees and or Regional Panel members to visit affiliate to assess and coach referees
- Make referees aware of Judicial Procedures
- Undertake any necessary courses to improve personal skills.

TALENTED REFEREE YOUTH SQUAD (TRYs) POLICY

Preamble

The Talented Referee Youth Squad (TRYs) has been established to provide a pathway for Youth Referees, our stars of the future. This program is for young referees that display the potential to progress through the refereeing levels and will underpin referee participation at youth events at a local, state and national level.

TRYs is an initiative of the NSWTA Referee's Panel.

The following is a "living" document that will be progressively updated.

Objective

The key objective of the program is to provide a structured development program to Talented Youth Referees with relevant coaching and support. Further to this young referees will be given the opportunity(s) and pathway and view to fast track to ultimately achieve a Level 4 State Referees badge.

Responsibility

The Program is co-ordinated by the NSWTA State TRYs Co-ordinator(s) and support Panel/Mentors in conjunction with the NSWTA State Referees Panel and office of the NSWTA.

Eligibility

The TRYs is open to all NSWTA referees between the ages of 14 and 20.

Selection Criteria

- Selection of new squad members to enter the program and not exceed the program limit of 10 members will be finalised following the NSWTA Junior Regional Championships and will be based on referee performance and identification from preceding NSWTA events.
- Initial intake participants to hold Level 3 badge or have the ability to achieve this within the following twelve months.
- Subsequent intake participants to hold minimum Level 2 badge.
- Participants are assessed as performing at above average to their current badge.
- Participants show a commitment and positive attitude towards refereeing in their affiliate.
- Be able to attend selected Regional, State and National tournaments.
- Are non-playing at Regional level.
- To have completed Recruitment and Retention or Advanced Referee Coaching Course by end of the program

The Program

Presentation:

Participants in TRYS will be announced and presented at the Graded Referees Dinner each year.

Attendance:

Participants are required to attend:

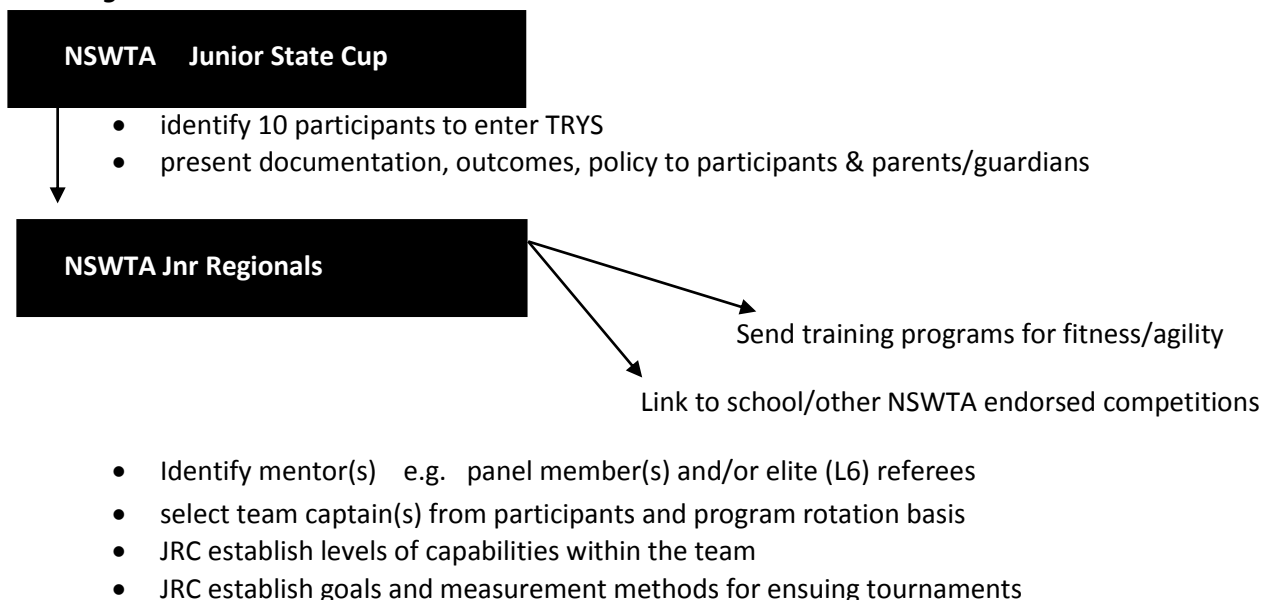
Year 1

- the 14/16 NSWTA Regional Championships
- Country Championships or Vawdon Cup
- NSWTA State Cup

Year 2

- NSWTA Junior State Cup
- 14/16 NSWTA Regional Championships
- Country Championships or Sydney Championships
- National Under 18s Championships
- NSWTA State Cup

Stage 1



Stage 2

NSWTA Country Championships/ Vawdon Cup

- Introduce senior “elite” referees/mentoring session
- Review training programs/fitness
- Assess L2 for upgrade to Level 3

- specific training via assessment sheet break points stage 1
- identify new team captains and rotate
- JRC to manage appointments to variety of games
- evaluate participants performance

Stage 3

National Youth Championships

- Year 2 progression
- Refereeing with senior elite referees

- review participants performance
- identify new team captains and rotate
- completion of stage 2 break points
- review Level 4 checklist

Stage 4

NSWTA STATE CUP

- Select participants achieve Level 4 State Badge

- review individuals performance/fitness
- identify next team captains and rotate
- assessment for Level 4
- assess need for rotation of mentor(s)
- review ongoing participation for non Level 4 participants

STATE TRYS CO-ORDINATOR

Criteria:

- Appointed every two (2) years by the NSWTA State Director and Junior Panel. Endorsed by the NSWTA Board.
- Be Compliant with NSW Government Legislation for Working with Children.
- Possess maturity, self-confidence and tact, and the ability to deal/liaise effectively with junior referees, mentors, parents/guardians of junior referees and officials at all levels.
- Capacity to exercise mature judgment and participate in impartial assessment of junior referees and their mentors.
- Able to undertake courses, reading lectures etc., so as to be able to coach and assess junior referees with a high degree of credibility.
- Must possess a knowledge of the standards and behaviour expected of a NSWTA official and or junior representative, and an acceptance of these standards.
- Must be a minimum of Level 4 Badge Referee.
- Possess a minimum of a Level 2 Referees Course Presenters Certificate
- Possess a minimum of a Level 2 Referees Coaching Certificate

Duties:

- Work with and be responsible to the NSW State Director of referees, the NSWTA Office and the Junior Coaching Panel.
- Maintain liaison with the NSWTA Director of Referees and Junior Panel.
- Submit reports to:
 - a. Junior Panel
 - b. NSWTA Director of Referees
- Prepare and submit (on request) to the NSW Director a suitable budget to enable traveling, development and promotion of *TRYS* Referees at affiliate level.
- Prepare and submit (on request) to the NSW Director a suitable development plan for the ongoing development of junior referees within the State.
- Foster the development of *TRYS* referees by:
 - Formation of *TRYS* Referees as a highly thought of and aspired to group or within the referees ranks.
 - Coaching of Affiliate Directors of Referees in *TRYS* program.
 - Conducting rules/lectures for *TRYS* Referee group.
 - Coordinate *TRYS* level 3 examinations and seminars within regions.
 - Mentor the *TRYS* group with a view of becoming State Level Referees within two years of joining the *TRYS* program.
 - Assist in enabling coaching, mentoring and assessing of *TRYS* referees at Regions within the State.
 - Co-ordinate regular mentor reports to monitor participant's progression in the program.
 - Coordinate and monitor mentors with their involvement/contact with participants and their monthly program activities
 - Undertake upgrade to Level 3 then 4 Referee Course Presenter and coach.

- Assist mentors to upgrade both presenter and badge level.
- Develop personal coaching skills by working with State Panel at tournaments etc.
- Succession plan to develop ongoing coordinator.
- Undertake guardianship of the TRYS whilst away representing NSWTA sanctioned events
- Attend meetings/seminars as required at:
 - a. Regional level
 - b. State level.
- Notify the NSWTA Director of Referees of prospective candidates to be considered for possible inclusion in the program.
- Notify the NSWTA Director of Referees of prospective candidates to be considered for possible Level 4 upgrade and supply checklists accordingly.

TRYS MENTORS AND ASSISTANTS

Criteria:

- Mentors and assistants are nominated by the *TRYS* Coordinator and Junior Panel Coordinator, endorsed by Junior Panel and finally by the NSW Director.
- Be Compliant with NSW Government Legislation for Working with Children.
- Is the holder of a minimum of a Level 2 Referees Course Presenters Certificate and a Level 1 Referee Coaching Certificate.
- Be trustworthy approachable and welcoming and possess good communication skills
- Capacity to be able to maintain confidentiality and to be sensitive to and understanding of needs
- Possess maturity, self-confidence and tact, and have the ability to deal with junior referees, parents/guardians of *TRYS* participants, Affiliate/Regional Directors and officials at all levels.
- Capacity to be able to undertake coaching of junior referees with a high degree of credibility encompassing use of “break points” and the ability to employ “distance coaching” techniques in need. Gives accurate and appropriate feedback and allocates appropriate time.
- Openly share experience, information and technical expertise and maintain motivating, positive and empowering communication
- Capacity to work patiently with junior referees and mentor them through difficult times.
- Capacity to exercise mature judgment and participate in impartial assessments of junior referees.
- Has an ability to teach the standards and behaviour expected of a NSWTA official and or representative to juniors referees, and possess a self-acceptance and adherence of all standards.

Duties:

- Develop and communicate clear goals and expectations at the beginning
- Maintain regular contact with *TRYS* Coordinator and monthly contact with participant
- Attend high number of tournaments and volunteer to work with the NSWTA Referees Coaching Panel at selected tournaments with the view to upgrading referee coaching ability and levels.
- Work with the *TRYS* coordinator to identify junior referees at regional and affiliate level, who may fit the criteria.

- Clarify the roles of the mentor and mentee
- Work out when and how feedback will occur
- Review the relationship at regular intervals
- Make feedback timely
- Coach areas identified as strengths and weaknesses
- Undertake guardianship of the TRYS whilst away representing NSWTA at sanctioned events.

TRYS REFEREES

Duties

- Work towards achieving full potential in Touch Refereeing;
- Abide by both the rules and the spirit of the sport of Touch Football;
- Aged between 15 and 20 years of age;
- Hold a minimum badge Level 2 & maximum Level 3;
- Be available Regional/City/Country/State/National competitions as directed by the TRYS coordinator
- Be available for any training camps as directed by the NSWTA – Referees Panel;
- Inform the TRYS Coordinator and NSWTA – Referees Panel, of any personal injury or medical condition;
- Maintain open communication with TRYS Coordinator or Mentors;
- Maintain an appropriate record of weekly activities, including games refereed, training sessions, competitions and fitness;
- Wear any official logo on competition and training uniforms as advised by the NSWTA;
- Inform the TRYS Coordinator of any changes of address, personal circumstances or other information as required by the NSWTA;
- Be available for promotional sponsors for the NSWTA; and
- Acknowledge the NSWTA and its sponsors as opportunities arise.

Commitment:

- Acknowledge being known as a member of the NSWTA TRYS;
- Information of a biographical nature only (including name, age, home region events and performance results) may be released to the public; and
- Involvement in the TRYS program may be terminated immediately if:
 - ⇒ retirement from Regional/City/Country/State competitions;
 - ⇒ fail to maintain a level of involvement in and commitment to Touch Football;
 - ⇒ breach of TRYS agreement.
- Referee regularly at Affiliate level (weekly)
- Non player at regional level or above
- Display positive commitment and attitude towards refereeing at all times
- Attend -
 - Junior State Cup/Junior Regional Championships/Country Championships or Vawdon Cup/National U18 Championships (level 3 only)/NSWTA State Cup
 - Various local Regional Championships/Training/other events (eg schools carnivals)

- Participate as a squad/team at tournaments
- Maintain regular contact with mentor (minimum monthly)

FINANCIAL COMMITMENT

The NSWTA will put money aside in each budgetary allocation to cover transport and or levy costs for TRYS representatives. Costs for travel will only be allocated whereby the TRYS member travels by themselves and or with a family member not involved in the event. Costs will not be afforded to members who travel to events with other participants. Approval of travel costs is at the sole discretion of the General Manager.

JUNIOR REFEREE POLICY

Who is a “Junior” referee

“Child protection” legislation applies to children under the age of eighteen (18) years and for the purposes of these guidelines, “juniors” will be regarded as under the age of eighteen (18) years.

The guidelines set by the NSWTA recommends that juniors not be encouraged to referee games at representative level until they attain the age of sixteen (16) years and fourteen (14) for Junior representative level. This allows for the development of ideas, ability to understand the rules and their effect on the game and players.

Dispensation may be sought through the State Director of Referees to the General Manager. Each case will be judged on its merits.

NSWTA also recommend that junior referees not be permitted to officiate at senior domestic competitions unless deemed competent as a Level 1 as assessed by an accredited Level 1 Referees Coach. Should they not meet the required criteria they are not to control senior matches until attaining a minimum age of 16 years and then only with a senior experienced buddy referee.

Guidelines for game appointments

All junior referee age division appointments should be given serious consideration and as a guide a zero (0) year window is recommended.

Zero Year Window guideline

No referee should officiate in a game where the players are older than his or her chronological age. For example, a referee officiating in an Under 14 competition should be at least 14 years of age. The aim of this guideline is to allow referees to officiate with an adequate skill and maturity level.

Representative Selection

When considering junior referees for selection to officiate in representative tournaments consideration should be given to the maturity and ability to control games at these tournaments. It is recommended that only Level 3 referees be considered, however if a high end Level 2 referee possesses the ability and maturity they may be considered for selection. All referees being considered for selection to officiate at representative tournaments must be approved by the State Director of Referees before any announcements or publication.

Codes of Behaviour

- Be professional in your appearance and manner and accept responsibility for your actions
- Display control, respect and dignity and professionalism to all involved
- Be impartial and a positive role model for referees
- Be consistent, objective and courteous when making decisions
- Compliment and encourage all participants
- Emphasize the spirit of the game, rather than the errors

- Be a good sport yourself, actions speak louder than words
- Remember you set the example, your comment should be positive and supportive
- Consider the safety and wellbeing of participants at all times
- Condemn unsporting behaviour and promote respect for all opponents
- Be consistent, objective and courteous when making decisions
- Adhere to the guidelines set down by the national, state, regional or local governing body
- Respect the rights, dignity and worth of every player regardless of their gender, ability, cultural background or religion
- Congratulate all participants on their performance regardless of the game's outcome
- Never ridicule or scold a player for making a mistake
- Do not use foul language, sledge or harass players
- Use common sense to ensure the spirit of the game is not lost by strict application of the rules
- Place safety and welfare of the participants above all else
- Not use or tolerate inappropriate language

REFEREE LEADERSHIP GROUP POLICY

Aim

The aim of the NSW Touch Association - Referee's Leadership Group (RLG) is to provide an avenue of communication, support, and mentorship for the refereeing body in NSW to both the NSW Referee Panel and the NSW Touch Association.

This includes but not limited to liaison/advocate/represent/promote/communicate on behalf of NSWTA referees for the advancement of NSW referees within the state.

Members

The Leadership Group should consist of:

- A minimum of 5 x State Grade Referees
- A maximum of 10 x State Graded Referees
- 1 x Level 5 representative. (a 1 year appointment from NTL to NTL)
- 1 x Level 4 representative. (a 1 year appointment from NTL to NTL)
- The maximum number of the leadership group is 10, however there is the opportunity for 2 further members as per dot point 3 and 4 in succession planning mode.

The Leadership Group should consist of active graded referees from the state of New South Wales and who are accessible to referees from the regions and affiliates of the state.

The Leadership Group must be considered to consist of and be represented by:

- NSW Open/Junior male referee,
- NSW Open/Junior female referee,
- NSW Senior male referee, and
- NSW Senior female referee.

Key Attributes and Responsibilities

Members of the Leadership Group should display the following Key Attributes:

- Ability to work well in a team environment,
- Demonstrated ability in a leadership capacity,
- Displays commitment as a good ambassador to the Referee body and the Sport of Touch,
- Demonstrates the ability to abide by the NSWTA code of ethics, and
- Demonstrates the behavior in line with the expected ideals and outcomes of the RLG.

Key Responsibilities of all members are:

- Attends a majority of NSWTA tournaments,
- Attends meetings as requested by the Chairperson(s)
- Assist in the future coaching of NSW referees toward elite level,
- Liaise with coaching panel members in their capacity as mentors,
- Provide an avenue of support for referees of all badge levels,
- Assist in the development of a strong, supportive and inclusive culture of all referees within the NSWTA systems,

- Listen to the ideas and suggestion to help improve the refereeing ranks within the NSWTA (both form internal and external sources), and
- Promote the values of the sport and in particular the NSWTA.

Selection Process

For any vacant Leadership Group positions the following policy will be implemented as soon as practicable:

- The Leadership Group Chairperson(s) will seek nominations from the NSW State Graded Referee's (see Appendix 1). This is to be sent out by Communications Officer/s.
- Nominations are to be returned to the Chairperson(s) for processing two (2) weeks from nominations opening date.
- Leadership Group members are to convene a meeting within one (1) week following the closing date of nominations. A short list of four (4) nominees, are to be decided on.
- The short list will be sent to the NSWTA Director of Referees for the Board of NSWTA to ratify with validation as to the competencies of each candidate to fill the position.
- Once the short list is ratified by the Board of NSW, the Communications Officer/s will forward the voting forms to all active state graded referees to vote on. Voting will be open for two (2) weeks (a fourteen day completion period.)
- Upon the closing date of the voting, votes will be counted. Split votes will be referred to the Chairperson(s). The Chairperson will have the casting vote where there is a split vote.
- The nominee/s with the highest number of votes will be advised by the Chairperson(s) firstly to the NSWTA and the Referees Director and then the individual that they have been elected prior to the public announcement
- The Communications Officer/s will inform the NSWTA refereeing body of the successful candidate.

For the position of the Level 4 and Level 5 Badge Leadership Group Representative the following policy is followed:

- Following the National Touch League the Leadership Group Chairperson(s) will seek nominations from the NSW State Graded Referee's (see Appendix 2). This is to be sent out by Communications Officer/s.
- Nominations are to be returned to the Chairperson(s) for processing two (2) weeks from nominations opening date.
- The list will be sent to the NSWTA Director of Referees for the Board of NSWTA to ratify with validation as to the competencies of each candidate to fill the position.
- Once the list is ratified by the Board of NSW, the Leadership Group will vote on a Level 4 representative and a Level 5 representative.
- The nominee/s with the highest number of votes will be advised by the Chairperson(s) firstly to the NSWTA and the Referees Director and then the individual that they have been elected prior to the public announcement
- The Communications Officer/s will inform the NSWTA refereeing body of the successful candidate.

The Leadership Group Portfolios are as followed:-

The Chairperson(s) is the leader of the group and maybe split between two persons. The Chairperson(s) is a member of the RLG, voted into the position by a majority of the members of the RLG, and endorsed by the NSWTA Director of Referees.

The Chairperson(s) will:

- be the coordinator(s) of the RLG and the RLG's activities,
- make the final decisions on behalf of RLG keeping with the view and intent of the thoughts of the RLG. This will lend itself to solidarity behind group decisions,
- will be required to liaise with all the other portfolios,
- will report to the Referees Director and when required the General Manager,
- convene meetings at NSWTA tournaments as necessary to meet the needs of the NSWTA Referee body,
- nominate members of the RLG as mentors for "Emerging" referees,
- encourage feedback from the referee's body for the improvement of on field performances and coaching strategies,
- provide feedback to the RLG on changes and/or innovations to refereeing within NSWTA,
- provide feedback to the NSWTA Referee's Panel with regard to Coaching and Assessment outcomes, and
- provide support of initiatives of the NSWTA Referees Panel.

Open Male Liaison Officer/s will be the liaison point and support mechanism for the open male refereeing population.

Open/Senior Female Liaison Officer/s will be the liaison point and support mechanism for the open/senior female refereeing population.

Senior Male Liaison Officer/s will be the liaison point and support mechanism for the senior male refereeing population.

Junior Liaison Officer/s will be the liaison point and support mechanism for the junior refereeing population. It is imperative that this person is well known and approachable, and be able to attend all junior tournaments.

Communications and Member Services Officer/s is responsible to provide regular communication to the refereeing body, either by newsletter, email or flyers.

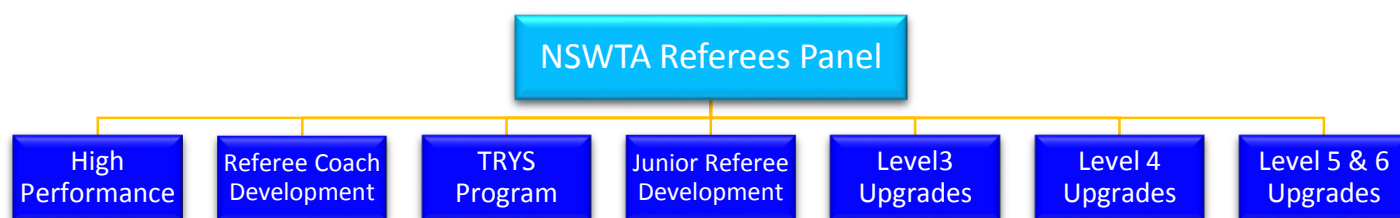
This member/s responsibility is to co-ordinate any forums, meetings or entertainment. The Communications and Member service officer/s role is to provide suggestions for State dinners, tournaments or group functions.

STATE REFEREE PANEL ROLE DESCRIPTIONS

The following document has been collated in an endeavour to outline the roles of the New South Wales Touch Association (NSWTA) Referees Panel Members.

The rationale this is to ensure that all panel members know their specific role at any given stage and the pathway and process to move forward. It is policy that all panel members are referee coaches and have the capability of presenting all Badge Level Courses, Presenter Courses and Referee Coach Courses.

Below is a flow chart as an indication;



Roles Descriptions-

Director of Referees-

The Director of Referees provides leadership, direction and oversees all programs and will be the driver and motivator of all aspects of the arm.

- Work with and be responsible to the NSWTA Technical Panel and Board
- Annually collate and update all Referee Policies
- Set and implement policies on Referee Coaching Standards and Qualifications
- Liaise with the NSWTA Sport Manager and Technical Director on the implantation of policy, procedures, and or course development.
- Compile submissions to the NSWTA Technical Panel and/or Board for all Referee projects and programs
- Prepare annual budgets to support ongoing development and projects in conjunction with the NSWTA Finance Director and General Manager
- Provide the NSWTA Referees Panel with any updated/new resources, materials or projects from Touch Football Australia (TFA) or the Federation of International Touch (FIT)
- In conjunction with the NSWTA Referees Panel and Sport Manager develop, update and implement referee projects. It may be necessary to involve the General Manager for expenditure approval of for unbudgeted items and expenses
- Write and edit Technical documents
- Develop and implement standards for general referee panel meetings and or tournaments meetings
- Develop, update, and implement Tournament Referee Manuals
- Appoint Referees to all round games of designated NSWTA tournaments

- Engender, support and act in an ambassadorial manner for the NSWTA Code of Behaviour.
- Recommend to the Board of NSWTA any new appointments to the NSWTA Referees Panel
- Review annually, individual panel members' performance,
- Recommend to the Board of the NSWTA any panel members removal through lack of performance or disciplinary matter.
- Chair or appoint a qualified person to chair any NSWTA Referees disciplinary hearing

High Performance-

- Work with and be responsible to the NSWTA Director of Referees
- Develop and implement all training programs, courses and coaching strategies in line with State, National and International expectations to ensure NSWTA referees are the most informed referees in the country
- Develop video sessions to ensure NSWTA Referees are up to date with the latest trends and techniques of the game
- Facilitate dialogue between High Performance referees and Elite Coaches
- Ensure the referee coaching panel are updated with all the latest trends and coaching expectations in the modern game
- Provide honest and transparent feedback, analysis and learning outcomes for High Performance referees
- Implement strategies for distance coaching i.e. Skype, Drop Box etc.
- Further develop outcomes from video coaching and instantaneous referee coaching
- Design individual coaching strategies and programs for Elite Referees
- Aim to ensure that NSWTA has as a minimum 60% of the nationals top ten referees at all times
- Strive to enable NSWTA referees to be ranked first in all categories at a national level.
- Prepare the High Performance referees for International, State of Origin and Elite 8 matches
- Consolidate the Emerging High Performance with a view to succession planning in the high performance referee ranks

Referee Coach Development-

- Work with and be responsible to the NSWTA Director of Referees
- Develop and implement programs to constantly and consistently up skill NSWTA Referee Coaches
- Follow-up Referees Recruitment and Retention Program (RRRP) participants and mentors to continue momentum from course by providing the Intermediate Referee Coaching Course (Level 2) or the Advanced Referee Coaching Course (Level 3) as appropriate
- Be available to assist participants completing courses at NSWTA Tournaments
- Provide support and follow-up participants completing the RRRP course
- Confer with and report to the NSWTA Director of Referees regarding development of NSWTA Referee Coaches
- Promote and provide pathways for Referee Coach Development at NSWTA Tournaments
- Promote and provide pathways for Referee Coach Development toward National Tournaments
- Provide overview of expectations of NSWTA Referee Coaches and their development
- To liaise and work with Regional Directors of Referees (and their Regional Panels) in referee coaching development.
- Assist the NSWTA Director of Referees in the preparation of appointments for invited coaches
- Initiate, interface and follow-up with invited coaches at NSWTA Tournaments

- Maintain a database of NSWTA Referee Coach levels in conjunction with the NSWTA Office

Talented Referees Youth Squad (TRYs) Coordinator-

- Work with and be responsible to the NSWTA Director of Referees
- Liaise with the Business Operations Manager on logistical requirements of the TRYs program and participants
- Liaise with Affiliate Directors, Regional Directors of Referees, Junior Development Panel and NSWTA Referees Panel to identify Youth Referees of Level 2 & Level 3 accreditation that show the ability and demonstrate the character traits required to be selected into the TRYs program
- Maintain and update a Talent Identification (TID) database of potential candidates for the program
- Work with the Junior Development Panel at the Junior Regional Championships in selecting the TRYs squad
- In conjunction with the Junior Referees Development Panel, appoint suitable mentors & back-up mentors for each new member and provide mentor guidelines, development plans and break point assessments/criteria to assist in their development and progression
- Monitor the progress of squad members by obtaining regular feedback from mentors to identify their strengths & weaknesses
- Submit reports to NSWTA Director of Referees via tournament reports, development plans, and individual strategies.
- Ensure TRYs members attend Level 2 and Level 3 seminars as appropriate and encourage all members to attend the RRRP as soon as practicable during their term in the TRYs Program
- Attend or appoint an attendee to Regional Tournaments to assess, identify, and coach potential referees for inclusion in the TRYs program
- Personalized mentoring and intense assessing and coaching at tournaments to fast track program inductees toward Level 3 & Level 4 Badges
- Work with the Regions to have them form mini Regional TRYs programs as a pathway to the State program
- Provide full support via the panel at NSWTA tournaments in areas of coaching and mentoring for future upgrade possibilities
- Maintain and update a historical database of all referees involved in the TRYs program in conjunction with the NSWTA Office

Junior Referee Coordinators -

- Work with and be responsible to the NSWTA Director of Referees.
- Submit reports to NSWTA Director of Referees via tournament reports, development plans, and junior strategies Liaise with Regional Directors of Referees to seek feedback on junior referees that have potential for selection onto the TRYs program.
- Attend or appoint an attendee to NSWTA Affiliate, Regional, and State Tournaments to assess, identify, and coach potential junior referees
- Attend the NSWTA Junior State Cup and Junior Regionals
- Mentor, motivate and coach junior referees
- Coordination of referees for the NSWTA Junior State Cup tournament.
- During the NSWTA Junior State Cup, in collaboration with the TRYs Coordinator and the Junior Panel, monitor, coach, and develop identified potential junior referees, with the aim of their progression to the TRYs program.
- Select referees from the Junior State Cup to attend the NSWTA Junior Regionals

- Seek guidance and assistance from the Regional Directors on available referees with the appropriate standard.
- Coordinate referees for the NSWTA Junior Regional tournament.
- In collaboration with the TRYS Coordinator and the Junior Panel, monitor, coach, and develop identified potential junior referees during the NSWTA Junior State Cup with the aim of progression to the TRYS Program
- Assist in mentoring and up skilling of the Junior Referees Panel Members
- Appoint Panel members to round games of the Junior State Cup & Junior Regionals to assess and coach referees
- Attend to the Referee Appointments for the Junior Regionals
- Develop of junior referees for NSWTA

Level 3 Badge Upgrade Panel Role-

- Work with and be responsible to the NSWTA Director of Referees
- Liaise with Regional Directors of Referees for information and nominations of perspective Level 3 candidates
- Identify and encourage Level 2 referees with potential to attend Level 3 seminar
- Provide intense assessment and coaching at NSWTA tournaments to aid candidates toward a Level 3 accreditation
- Full support at tournaments by the Level 3 Upgrade Panel
- Mentor and encourage potential Level 3 candidates to attend NSWTA tournaments
- Provide directional feedback and support to those unsuccessful at achieving a Level 3 accreditation
- Personalized mentoring for those referees identified as may be borderline on achieving a Level accreditation
- Maintain a database of NSWTA Level 3 Badge Referees until they progress to Level 4 Badge in conjunction with the NSWTA Office

Level 4 Badge Upgrade Panel Role-

- Work with and be responsible to the NSWTA Director of Referees
- Liaise with Affiliate and Regional Directors of Referees to seek feedback for potential referees that they feel have the ability to achieve a Level 4 accreditation within a twelve month period.
- Submit reports to NSWTA Director of Referees via tournament reports, development plans and progression strategies.
- Attend or appoint an attendee to NSWTA Affiliate, Regional, and State Tournaments to assess, identify, and coach potential level 4 Referees as directed by the NSWTA Director of Referees.
- Monitor, coach, and develop identified potential level 4 Referees after the initial identification in the twelve month period prior to the NSWTA State Cup.
- Ensure potential Level 4 candidates are endorsed by the NSWTA Board prior to the State Cup
- Ensure that each perspective Level 4 Referee is assessed by each of the Level 4 Upgrade Panel at the NSWTA State Cup
- Determination of the referees to be recommended for upgrade will be made on a majority vote

- NSWTA Referee Panel members then recommend to the NSWTA Referees Director those referees to attain a State Grading (Level 4 accreditation) at the NSWTA State cup
- In conjunction with the other Level 4 Panel Members, Grade Referees to a level 4 status after consultation with the whole NSWTA Referees Panel at the NSWTA State Cup.
- Provide directional feedback and support to unsuccessful nominees to ensure they are on track for the following twelve (12) months.
- Maintain a database of NSWTA State Graded Referees and record their number in conjunction with the NSWTA Office

Potential Level 5 and Level 6 Badge Upgrade Panel Role-

- Work with and be responsible to the NSWTA Director of Referees
- Liaise with Affiliate and Regional Directors of Referees to seek feedback on potential referees that they feel have the ability to achieve a Level 5 or Level 6 accreditation within a twelve month period.
- Submit reports to NSWTA Director of Referees via tournament reports, development plans and progression strategies
- Attend or appoint an attendee to NSWTA Affiliate, Regional, and State Tournaments to assess, identify, and coach potential level 5 and Level 6 Referees
- Monitor, coach, and develop identified potential level 5 and Level 6 Referees after the initial identification in the twelve month period prior to the NSWTA State Cup.
- Ensure potential Level 5 and Level 6 referees are given written feedback and relevant checklists to aid their development and pathway toward a Level 5 or Level 6 accreditation
- Convene an individual meeting with potential Level 5 and Level 6 referees, individually to provide feedback toward and possible upgrade at the NTL Series.
- Provide directional feedback and support to unsuccessful nominees to ensure they are on track for the following twelve (12) months.

APPENDIX 1- TRYS ACCEPTANCE FORM

I _____ (name of referee/applicant)

of _____

_____ (home/postal address)

Phone No: (H) _____ (W) _____ (Mobile) _____

Email: _____

Hereby agree to the following terms and conditions of appointment to the NSW touch Association – Talented Referees Youth Squad (TRYs) for the period / / TO / /

I agree to:

- Work towards achieving my full potential in Touch Refereeing;
- Abide by both the rules and the spirit of the sport of Touch Football;
- Be available Regional and State competitions as directed by the NSWTA;
- Be available for any training camps as directed by the NSWTA;
- Inform the TRYs Co-ordinator and NSWTA, of any personal injury or medical condition;
- Contact the TRYs Co-ordinator at least once a month or as otherwise instructed by Co-ordinator or Mentors;
- Maintain an appropriate record of weekly activities, including games refereed, training sessions, competitions and fitness;
- Wear any official uniform as advised by the NSWTA;
- Inform the NSWTA and TRYs Co-ordinator of any changes of address, personal circumstances or other information as required by the NSWTA;
- Be available for promotional sponsors for the NSWTA; and
- Acknowledge the NSWTA and its sponsors as opportunities arise.

I acknowledge that:

- I will be known as a member of the NSWTA TRYs;
- Support will be subject to review by NSWTA TRYs Co-ordinator and NSWTA Referees Panel and that support may be varied immediately pending that review;
- Information of a biographical nature only (including name, age, home region events and performance results) may be released to the public; and
- My involvement in the TRYs program may be terminated immediately if:
 - I retire from Affiliante/Regional/State competitions;
 - I fail to maintain a level of involvement in and commitment to Touch Football;
 - I breach this agreement.
- All compensation for levies and travel to events is at the sole discretion of the NSWTA General Manager

Dated this _____ day of _____ 20_____

Signature of Referee: _____

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

APPENDIX 2- TRYS APPROVAL FORM

TO BE COMPLETED AND SIGNED BY APPLICANT

(If applicant is under 18 years of age Parent/guardian MUST also sign.)

1. I/we hereby certify that the particulars I provided on the front of this form are true and correct and I am willing for _____ to become a member of the NSWTA TRYS program. I acknowledge that the TYRS program is a drug and alcohol free environment and that the use of the following will automatically result in the cancellation of membership:
 - a. Prohibited Drugs; and/or
 - b. Stimulant drugs, anabolic steroids and all blood doping when used as performance enhancing agents.
 - c. Partaking in the purchase of or consumption of Alcohol at all and any NSWTA sanctioned events
2. I/we the undersigned being the applicant or parent/guardian of the above named applicant acknowledge that all activities entered into by myself/my daughter/my son/my ward contain an element of risk and I/my daughter/my son/my ward must take reasonable care whilst participating in any activities offered by NSW Touch Association.
3. I/we further authorise NSWTA to obtain all necessary medical treatment which may be required be me/the applicant whilst I am or he/she is in the care or control of NSWTA, including Ambulance fees, shall be my/ the applicant's sole responsibility.
4. I/we further authorise NSW Touch Association to exercise all reasonable discipline (without physical punishment) necessary in the circumstances over the member whilst I am or he/she is in the care or control of NSW Touch Association. NSW Touch Association has the right at its discretion to return me/the applicant to my/his/her home address (stipulated on the application form) at my/his/her cost.

Applicant's Signature: _____

Parent/Guardian's Signature: _____

Date: _____

NSWTA Admin Staff: _____

Date: _____

Name: _____

APPENDIX 3- TRYS CONFIRMATION LETTER

This letter is to acknowledge that the Referee mentioned below has been selected to be a member of the NSWTA Talented Referee Youth Squad (TRYs).

As a member of the TRYs program this referee will be mentored and coached by members of the NSWTA Referees Junior Development Team, elite referees and other performance advisors/coaches.

As the referee selected to participate in this program is a member of your affiliate we are asking you to endorse their selection prior to them being named as a TRYs referee. Along with endorsing this referee we want you to be aware that you will also be asked to report back to the TRYs Co-Ordinator on the referees progress and commitment.

Kind regards,

XXXXX

NSWTA TRYs Co-ordinator

NSWTA Referees Junior Development Team

ENDORSEMENT

AFFILIATE DIRECTOR

AFFILIATE:

Name: _____

Position: _____

Signature: _____

Date: _____

REGIONAL DIRECTOR

REGION:

Name: _____

Position: _____

Signature: _____

Date: _____

STATE DIRECTOR

Name: _____

Signature: _____

Date: _____

APPENDIX 4- TRYS MEDICAL PROFILE

Health Care Details - TO BE COMPLETED AND SIGNED BY APPLICANTS PARENT/GUARDIAN

Medicare Number: _____

Private Health Insurance: **Yes / No** Fund Number: _____

Name Private Doctor: _____ Phone Number: _____

Address: _____

Town/City: _____ Postcode: _____ State: _____

Can your Dentist be contacted at any time? **Yes / No**

Your Height (cm): _____ Weight (kg) _____ Blood Group: _____

Do you object to transfusions? **Yes / No**

Do you have any allergies? **Yes / No** (If yes please detail on the lines provided.)

Emergency Contact 1

Surname: _____ Given Names: _____

Relationship: _____ Phone Number: **(H)** _____ **(W)** _____

Mobile: _____

Emergency Contact 2

Surname: _____ Given Names: _____

Relationship: _____ Phone Number: **(H)** _____ **(W)** _____

Mobile: _____

APPENDIX 5- TRYS NOMINATION FORM

First Name: _____ Last Name: _____

Address: _____

Town/Suburb: _____ Postcode: _____

Phone Number: () _____ Mobile: _____

Email: _____

Badge Level: _____

Give a brief description of your refereeing experience. How long have you been refereeing? What tournaments have you attended? (If you need more room, please attach a separate page to this form.)

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If you are under 18 years of age your Parent/Guardian will need to complete the section below:

Parent/Guardian	
First Name: _____	Last Name: _____

Signatures: Both Nominee and Parent/Guardian **MUST** sign.

Nominee: _____ Parent/Guardian: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

APPENDIX 6- TRYS COVERING MEMO CONTENT

The Talented Referees Youth Squad has been established to provide a structured development program for “Youth Referees”, our star referees of the future, to quickly develop to State Level.

TRYS, as an initiative of the NSWTA Referees Panel, has been developed to identify young referees who display the potential to progress through the refereeing levels and provide young referee support and participation at touch football events at a local, state and national level.

The program is co-ordinated through NSWTA Junior Panel, supported by the NSWTA Referees Panel and funded through NSWTA.

Participants in the program will receive coaching and support to assist them through the opportunities and pathways designed to *fast track* them to ultimately achieve a Level 4 State Referee grading. Participants will be required to commit to attendance at tournaments, training and other special events.

Mentor(s) are assigned to each participant to guide them through the journey and provide the technical, fitness and nutritional education as well as leadership and sportsmanship skills.

I have attached details of the criteria for each nominee’s inclusion in the program as well as the relative forms for completion. Would you please complete and return the forms as soon as possible.

ANy further questions, please contact: Chris Harapa on 0425370596 or Kylie Hearne on 9558 9333

Congratulations.

Ian Mathew
NSWTA Director of Referees