

## IN TOWN BASKETBALL REFEREEING GUIDELINES FOR 2013-2014 SEASON

Thank you again for your interest in officiating WBA Basketball – it means a great deal to the players and the community as a whole.

In the interest of continuously improving, we desire to put further structure and expectations and commitment around this job. It is not a volunteer position, but a paid job that can still be enjoyable on many levels. Please remember that we will continue to solicit feedback to make the referee and WBA programs better every year, so your involvement is critical.

As WBA referee, there are certain expectations of the referees to make the basketball season fun, safe and a worthwhile experience for the players, coaches and parents, namely as a referee:

- ✓ *I will commit to attending and completing a referee training session. If I am unable to make a scheduled training session I will secure a time to meet with an WBA representative for certification.*
- ✓ *I will commit to ensure the safety of all the participants.*
- ✓ *I will commit to uphold the rules and Codes of Conduct of Westwood Basketball Association.*
- ✓ *I will demonstrate self-control in all situations, and exert to keep control of the game I officiate.*
- ✓ *I will commit to consistently calling a fair and balanced game, and instruct/explain calls if required.*
- ✓ *I will commit to communicating clearly all calls and explanations in a positive, upbeat manner.*
- ✓ *I will make time, if required, to meet with Officials Coordinator and coaches to review performance and provide feedback and input to improving the officiating process.*
- ✓ *I will complete and submit my time slips for payment on a timely basis.*

These are all basic and pretty much considered good common sense. To be successful with the above points, here are items to keep in mind:

- 1) Be on time, with whistle and the paperwork that coaches will sign for you to get paid.
- 2) Appropriate uniform – ref shirt, sweats or shorts, sneakers, Long shirts should be tucked in please. No caps allowed.
- 3) Work as a team with your fellow referee. Positioning is very important. The lead official is in front of the play under the basket, at the end line. The trail official is behind the play; diagonal to the lead official. The trail official always steps over half court. Do not be all the way down the end of the court.

- 4) Time Management – For example, if the amount of time for one session is 75 minutes, the breakdown may be:
  - a) 15-20 minutes drills for teams – hard stop will be based on the clock
  - b) 20 minute running time – 1<sup>st</sup> half
  - c) 2-5 minute half time
  - d) 20 minute running time – 2<sup>nd</sup> half

Towards the end of the season if coaches wish to extend playing time, this comes out of the practice time allocated.

NOTE: The referees start the game when the clock goes off without exception.  
Do not let the coaches extend drill time as it pushes back the daily schedule for everyone. No Overtime! All games end on time, with no exception!

- 5) Game is started with a jump ball. After that, alternating possessions for tie-ups (jump balls) and the start of the second half. Have a coin in your pocket and switch pockets when possession changes.
- 6) Always blow the whistle noticeably on dead balls. This includes ball going out of bounds, violations such as traveling, double dribbling and fouls. If ball goes out of bounds and everyone knows who gets possession, you still must blow the whistle.
- 7) For younger grades (4<sup>th</sup>, 5<sup>th</sup>), match the skill set with the calls and communicate this with the coaches. If someone takes an extra step, let it go, but explain when given time. If someone travels or double dribbles constantly, explain to player that it is not allowed and give them the ball as a warning. If continues, then call the violation and give to the other team. Use common sense and be consistent. The calls should be tightened up later in the season.
- 8) Older grades, more strict rule enforcement. Referee to the level of the players and be consistent. For example foul shooting - lead official under basket administers the foul shots. Four defensive players in the lane and two offensive players. No one can move until the ball hits the rim. If defensive player goes too soon, the foul shooter gets another shot if the shot is missed. If offensive player moves too soon, the shot is over.
- 9) Sometimes being a good ref means to not blow the whistle all the time. It's just as important to let the kids play as it is to make every call. NO one wants the whistle blowing every 5 seconds. In the regard, just make the obvious calls that you can see, never call anything you can't see and communicate appropriately (e.g., blocked shot sign, steal going the other direction)
- 10) Notify staff if a coach or player is behaving hostile or makes inappropriate comments or actions. If the coach asks you a question about a specific call, tell him / her that is how you saw the play and keep the game moving.
- 11) Getting paid: You will need to print off ref form on the WBA website and have coaches sign. Then mail to the P. O. Box located on the form.

12) Accepting games early in the week really helps out. We will send out a two week rolling weekly schedule on Monday. It is your responsibility to find a replacement if you cannot make your assigned times. Please get an age-appropriate replacement of the Communication List.

13) If you think you are not getting enough work, please let us know. We've tried to limit the number of refs this year, so there should be more available slots. Sometimes we inadvertently skip over some refs and it helps if we hear from you.

We will review these items and cover some new ones throughout the year as necessary, so don't consider this a complete list.

It is very important that feedback is solicited and reviewed to make the experience, so please feel free at any time to comment.

Thanks again, Let's have some fun!