

Potomac Valley Swimming Referee Evaluation Form

Referee _____ Evaluator _____
 Meet _____ Location _____
 Session _____ Date _____

KEY	N/O – Not Observed	N/W – Needs Work	G – Good	V/G – Very Good
<u>Pre-Meet</u>				<u>N/O</u> <u>N/W</u> <u>G</u> <u>V/G</u>
<p>1. Arrives prior to the beginning of warm-ups and is prepared to perform assigned duties. Checks with Meet Referee concerning meet updates/problems. Notes any swimmers with disabilities. Sets time and location for Stroke Briefing.</p>				
	[]	[]	[]	[]
<p>2. Opens pool for warm-ups on time. Checks pool/deck safety and measurements. Reviews lane assignments and announces pace and start lanes.</p>				
	[]	[]	[]	[]
<p>3. Verifies that all table positions are staffed. Meets with Starter to discuss false start procedures and timeline. Works with Starter to assure that a Chief Timer has been appointed and that sufficient timers have been recruited.</p>				
	[]	[]	[]	[]
<p>4. Gives complete Stroke and Turn briefing. Discusses previous disqualifications, if any. Discusses disqualification procedures and proper language for DQ slips, jurisdictions, rotations, and relief procedures. Identifies any swimmers with disabilities and discusses appropriate officiating procedures. Answers questions appropriately and accurately.</p>				
	[]	[]	[]	[]
<p>5. Closes positive check-ins on time. Checks with Hy -Tek operator for reseeding of appropriate events. Closes warm-ups on time. Allows Timing System Operator and Starter enough time to conduct a time check.</p>				
	[]	[]	[]	[]
<u>During Meet</u>				
<p>1. Starts meet on time. If not, were delays acceptable? Handles delays and problem(s) in an appropriate manner. Is aware of the time line.</p>				
	[]	[]	[]	[]
<p>2. Assumes proper position on the deck for the forward and backstroke starts, after the Starter is settled in position.</p>				
	[]	[]	[]	[]
<p>3. Seeds deck entries into meet in appropriate heat/lane. Fills out reseed form for Hy -Tek Operator. If appropriate, gives swimmers who missed their heat (with an acceptable excuse) a chance to swim in another heat if a lane is available.</p>				
	[]	[]	[]	[]
<p>4. Demonstrates appropriate radio etiquette and procedures</p>				
	[]	[]	[]	[]
<p>5. Ensures that Timing System Operator is notified of open lane(s) after start of each heat. Resolves any timing system issues or malfunctions according to USA-S rules.</p>				
	[]	[]	[]	[]
<p>6. Keeps attention focused on the meet. Is aware of and maintains a good pace for the time line of the meet. Uses proper whistle procedure. Gives control of the heat to the Starter by visibly extending hand to Starter</p>				
	[]	[]	[]	[]
<p>7. Is aware of officials who signal a DQ and responds quickly. Verifies DQ language, event, heat and lane. Resolves all DQ issues in a timely manner. Records DQ on program. Notifies swimmer/coach if appropriate.</p>				
	[]	[]	[]	[]

- 8. Responds appropriately to questions or comments from coaches. [] [] [] []
- 9. Keeps deck clear of unauthorized people during meet.
Keeps distracting noise/lights under control. [] [] [] []
- 10. Handles False Starts properly:
 - Recognizes when a False Start has occurred. Charges the appropriate lane(s) with the violation by writing lane #(s) on program.
 - Promptly records observation of each start. Coordinates requests for confirmation with Starter.
 - Initiates recall if unfair start or in support of Starter's signal.
 - Fills out "DQ" slips properly. [] [] [] []

Post Meet

- 1. Thanks table personnel, timers, and deck officials for their help.
Answers any questions and resolves any issues not otherwise covered. [] [] [] []
- 2. Accomplishes meet close-out. Reviews session with Starter and table personnel.
Informs Meet Referee and Meet Director of any problems. [] [] [] []
- 3. Makes sure any trainees' cards are signed by evaluating Referee. [] [] [] []
- 4. Makes sure all coaches' concerns are addressed. [] [] [] []

Other Items

- 1. Takes suggestions and modifies performance as requested. [] [] [] []
- 2. Adjusts well and appropriately to unusual or unexpected circumstances. [] [] [] []
- 3. Understands the Referee's duties as outlined in USA-S rulebook and PVS training material. [] [] [] []
- 4. Acts diplomatically, professionally, and respectfully when interacting with swimmers, coaches, officials, volunteers, spectators, pool personnel, etc. [] [] [] []
- 5. Overall performance rating? [] [] []

6. Has new Referee completed all table and deck certifications? Yes ___ No ___

7. Is this person recommended to become a certified Referee? Yes ___ No ___
(If no, provide specific suggestions about needed improvement(s) in general comment section below.)

8. General comments. (use additional page if necessary)

I acknowledge that I have received this evaluation and it has been discussed with me.

Referee's signature: _____ **Date:** _____

Evaluator's signature _____ **Date:** _____

(Referee should retain and return when applying for certification. Evaluators may make copy for their records.)