

## **OBSERVERS' CRITERIA FOR DAY OF THE GAME**

1. Observer should arrive at game site prior to the arrival of the officials to note their arrival time and proper dress. Plan to be seated 15 minutes before the game time to start observing officials as they enter the arena.
2. Introduce yourself to the officials and let them know where you will be seated and that you will be available if needed.
3. Only observe the pre-game conference. This meeting is an opportunity to relate information, ask important questions, share information about unusual situations that occurred at previous games, or review any correspondence from Coordinator of Officials, CHSAA Bulletins or Area information.
4. Evaluate in unbiased and fair manner - not on crowd reaction or the outcome of the game. Never discuss a judgement call with anyone at the game site.
5. Observer should request parking pass, entrance to arena and seating assignment well in advance. It is important that you sit where you can see both ends of the court clearly.
6. Taking notes during the game is the best way to evaluate. Use the charts provided to help record all calls. Do not complete the final observation report until after the game is over and you have had time to review your notes.
7. Never meet the officials at halftime! (Exception: questions arise and you are invited to the officials' locker room by game management/officials.)
8. Watch all of the game and do not be interrupted by family and friends. Stay in the arena for 10 minutes following the game in the event you are needed or called to the officials' locker room by game management.
9. Review and fully understand the official's media policy for post-game procedure and policy.
10. Meet briefly with the officials after the game only if there was a controversy in the game that needs clarification. Always give positive and constructive feedback. You're there to help all our officials improve and maintain the highest quality in officiating, not to critique them on the spot without full consideration of an over-all performance. Do not discuss your evaluation of an official at the game site. The coordinator will follow-up with officials in those areas (noted on the observer's report) that require improvement.
11. Refer to your chart and notes when completing the observer's report. Give the report sufficient time and consideration. Any rating of 4 or 5 must be accompanied with written comments. Use additional paper if necessary. **(You must include in your report any late arrival of an official or officials.)**
12. Only watch a videotape of the game to complete an observer's report or evaluation to confirm on-site opinions or to review tough or unusual plays. Do not consult with coaches, players or anyone who is involved with the game in regard to your evaluations. Be fair, neutral and serious about all your observations.
13. Observer reports should be transmitted the day following the game to Lloyd Martinez 515 Alpine St. Longmont, CO. 80501. Any unusual circumstances should be communicated immediately to Lloyd Martinez. Your evaluation and a written report on the incident will still be required.

Thank you in advance for your time and commitment. Your participation and execution of our mentoring program will have a very meaningful, rewarding and successful impact on our new official's during the basketball season.