**Ayr Minor Soccer Referee and Assistant Referee (Linesman) Information**

**April 30th (1:00 – 3:30pm at NDCC)**

* Introductions
	+ Board Members – if present
	+ Senior officials – if present
	+ Tim Hart – General Manager, Kitchener Soccer Club
* Application forms – if not to be completed, please complete one today before leaving
* Review Power Up (high level overview)
	+ Access (the website address)
	+ New official - What you must complete (sign in, volunteer form, complete profile, update availability schedule)
	+ Returning officials – go in wake up your account and update any information (e.g. new email address)
* Administrative responsibilities as a referee and linesman
	+ **Access / read email regularly** (check to see when you have been scheduled for a game)
	+ Accept / decline the games promptly
	+ Ensure the availability calendar is updated as often as possible
	+ Print game sheets (referees only), sign game sheets (refs and linesman)
	+ Update the game on-line and drop off game sheets to the mailbox located at the concession at the NDCC or my home (22 Robson St)
* Understand you are a representative for the league on the soccer field
	+ Referees blow you whistle with authority
	+ Take command of the field
	+ Introduce yourself to the coaches and explain your expectations

**Ayr Minor Soccer - 2016**

**Expectations for Referees and Assistant Referees (Linesman)**

**General Expectations and Responsibilities:**

* Take your job seriously- no talking to spectators or players during the game (leave your cellphone in your bag – not needed during the game)
* Always be in uniform at all Ayr Minor Soccer and Twin Rivers games.
	+ Referees - uniform includes black and yellow referee shirt (2 shirts), **black soccer shorts,** soccer socks and football cleats.
	+ Assistant Referees – uniform includes the issued black jersey, **black soccer shorts,** soccer socks and football cleats.
	+ For inclement weather games try and bring black wind pants, black wind jacket, long sleeve black shirts if you have them. Make sure you stay warm especially during the first few weeks of the spring.
	+ Assistant Referees can wear hats (with the referees permission) to help block out the sun only.
* Referees and Asst Referees must sign the game sheet or you will not get paid for that game
* If the game is rained out and the game has started, you will be paid
* If game is cancelled and rescheduled in advance you will not get paid

**Expectations of the Assistant Referee:**

* Show up at the game field at least 15 minutes before game time with your flag
* Introduce yourself to the referee
* Basic game responsibilities: snap the flag firmly, flag up when ball is out of bounds, flag for offside, act as another set of eyes for the referee.
* Be sure to understand the offside rule (offsides are called for u10 to u20 games)
* If you are unable to make the game you have been scheduled for, you must advise Anne Costabile. **You cannot** assign a game to another person through Power Up
* Sign the game sheet

**Expectations of the Referee:**

* Be at the field at least 20 minutes before the game
	+ Walk around the field, pick up an garbage, or rocks that could harm the players, check the nets, place the corner flags if necessary
* **Print off your game sheet and bring it to the field**
* Wear a watch (or if needed ask for a stop watch and we will assign you one for the season and bring a pad & pen)
* Bring corner flags, whistle, cards, extra jersey and game sheets to each game
* Introduce yourself to the coaches and the linesman
	+ For u10 – u20 games, ask for the game books, check the roster, number of players, any call ups and game suspensions
* Complete **your** game sheet and be sure everyone signs **your** game sheet
* Game scores **MUST** be entered into Power Up sports within **48 hours** of the game
* Game sheets need to be put in the mailbox at the NDCC by the concession stand or the container at Anne Costabile’s house (22 Robson Street) within **48 hours** of the completed game
* Remember you are in charge of the game - have a presence on the field
* If you are unable to make the game you have been scheduled for you must advise Anne Costabile. **You cannot** assign a game to another person through Power Up
* For u10 – u20 games, sign the 2 coaches’ books, when updating power up enter any red or yellow card information, or state ‘no cards issued’ if that was the case, the comments section must be filled in

Twin Rivers Referees (u10 to u20 games):
For Twin Rivers games each team has a Team book that lists their games and more importantly any cards from previous games. Referees need to check the game book for any red cards from the previous game and any players on 2 yellow cards - 3 yellow cards in 3 consecutive games is to be a red card. The referee will print and bring the official game sheet. The game sheet should be marked up with any substitutes names added; absent players deleted and any players serving suspensions indicated by the coaches. The ref completes his game sheet at the end of the game and in the 2 team books, writes the score and any cards and signs off. The point is that the team will always have an up to date record of discipline on hand. No more suspended players slipping into games or players racking up a yellow card a game every week. It will be a bit of a change but we believe it should really help maintain discipline in the older boys divisions.

**Referee Fees:**

**Ayr Minor Soccer games** (no linesman required for this age group)

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| --- | --- |
| **Age group** | **Fees per game** |
| U4 & U5 | $10.00 |
| U6  | $10.00 |
| U8 | $15.00  |

**Twin River League games** (2 linesmen will be assigned per game)

|  |  |  |
| --- | --- | --- |
| **Age Group** | **Assistant Referee fees per game** | **Referee fees per game** |
| U10 | $10.00 | $20.00 |
| U12 | $12.50 | $25.00 |
| U14 | $15.00 | $35.00 + $15.00\* |
| U16 | $17.50 | $35.00 + $15.00\* |
| U20 | $20.00 | $50.00 |

Please note: \* an additional $15.00 will be paid for travelling into Ayr to referee

**Payment Information:**

1. You will be paid once every 4 weeks
2. Cheques will be processed by the Club Treasurer and mailed to you during the first week of the following month.
3. Referees – enter the game scores into Power Up, in order for payment to be processed. Always confirm who the assistant referees were for the game. If scores are not entered, payment will not be processed.
	1. Be sure to complete the comments section
		1. Note any cards issued
		2. Any behaviour infractions
		3. If no cards were issued ‘state no cards issued’

**Few points worth noting:**

 **Referees – share this with the coaches at the beginning of the game**

U6 (Crickets) and U8

* Shirts must be tucked in
* Switch ends at half time
* Call hand balls
	+ If hand ball infraction in the box, penalty shot
	+ If outside the box, defensive players must give the offensive player 10 paces
* Throw-ins
	+ For the u6 (Crickets)
		- If needed give them 2 tries to throw it in properly
		- If after the second throw in still incorrect, let them play on
	+ For the U8s
		- If needed give them 2 tries to throw it in properly
		- If after the second try still incorrect, switch possession and they throw in

**Referee and Assistant Referees Tasks in Power Up Sports:**

* Accept game assignments (this means check your email regularly)
	+ Games will be assigned the latest one week in advance (usually 2 weeks)
	+ Accept or decline the assignment within 48 hours (2 days of being assigned)
	+ If you do not acknowledge the game within 48 hours it will be reassigned to another official
* Print off your schedule
* Block out any dates you are not available (e.g. the day of your game or practice, vacation, etc.)
* **Referees**
	+ print off game sheets
		- Twin Rivers (u10 – u20) – 1 game sheet
		- Ayr Minor Soccer – 3 sheets (one for each coach and one for you the referee)
	+ Enter game scores
		- In the notes section enter any yellow/red card info or any other info that is noteworthy, plus ‘no cards issued’ if that is the case
* **Most importantly** – referees and assistant referees check email often for schedule changes
	+ **If you accept a game and do not show up for the game the following disciplinary action will occur**;
		- 1st occurrence (no show) – verbal warning
		- 2nd occurrence (no show) **–** no games will be assigned for a week
		- 3rd occurrence (no show) – no games will be assigned for the season

**Contacts:**

Anne Costabile

Referee Administration

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President

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Twin Rivers League Convenor

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(Power Up support person)