



Surrey Hockey Umpires' Association

MATCH CHECK LIST



1. SHUA believes it is essential to allow adequate time after the game to discuss the various incidents in the game with both your colleague and the players/coaches. You should use post match time wisely. If you cannot go to the clubhouse after the game inform the captains at the toss.
2. You can learn as much in the bar as you can from the game.
3. Don't allow yourself to be ignored.
4. Discuss the game with your colleague.
5. Support your colleague (even after the game is over).
6. Talk to the coaches, captains and any other interested parties. Admit mistakes, if any!
7. Do not abuse the SHUA badge you have earned (or are trying to earn).
8. Remember and follow the codes of conduct (see the website) and SHUA will always support you.
9. Uphold the reputation of SHUA at all times.
10. Support your colleagues within SHUA at all times.
11. Remember your obligations if there have been red cards and/or MMOs. Make notes after the game while lessons and questions are fresh in your mind.
12. Finally, remember that your next game is the most important game of the season. There is always something new to learn.

POST MATCH - actions

4. Be reactive to any changing circumstances. Be flexible at all times. Not every situation can be outlined here but consider the following:-
 - a. Am I making sufficient eye contact with my colleague – and vice versa? If not how can we change this?
 - b. Do I need to assist my colleague under pressure?
 - c. Do we (both umpires) need to tighten our grip on the discipline? If yes, how do we communicate and agree this?
 - d. Is the game moving towards a tense finish with a close score line? Does this affect the desperation of defensive tactics or time wasting?
5. Make full use of half time and do not waste time talking to players or coaches. Review the first half and agree strategy for the second half in particular in connection with the application of the Control Ladder. Do not dwell too long on the events of the first half – the time should be used to ensure that the second half goes well.
6. At the final whistle go to your colleague and collect your bags etc. Together as a team. Leave the pitch together and do not get separated - support one another fully. This is a prime time for players and coaches to draw you away from one another and tackle you on individual decisions in the game. Keep together, remain as team and advise any enquirers that discussions can take place in the bar.

DISCIPLINE

Red Cards and MMOs

- Remember a MMO carries a mandatory suspension.
 - If you are faced with an off field situation – would you have awarded a red card on the pitch? If yes, you should issue an MMO.
 - Players may escape suspension if we do not follow the rules.
- There are several “dos” and “don’ts” here (if a red card or MMO has been issued). There are some very good papers on our website describing the procedural aspects of red cards and you should acquaint yourself with the detailed instructions. THIS IS NOT AN EXHAUSTIVE LIST.
- THE DOS
 - ◊ Read or re-read the SHUA Guidance Papers and the SHUA Handbook - all disciplinary information is set out there with links to enable you to find the full script.
 - ◊ Speak to the Captain of the team (of the offending side) and get information about the player you have carded (or MMO'd) BEFORE LEAVING THE PITCH.
 - ◊ Go back to the Clubhouse after the game with your colleague.
 - ◊ Discuss the incident with your colleague (privately) as confirmation.
 - ◊ Support your colleague if he/she has issued the card.
 - ◊ Telephone the details of the card/incident to SHUA (details are on the website) as soon as possible after, but on the day of, the game.
 - THE DON'Ts
 - ◊ DO NOT change your mind after the game. If you have issued a Red Card - that must stand – no amount of negotiation after the incident can alter the fact you have issued the card and the disciplinary wheels need to roll.
 - ◊ DO NOT discuss the incident with the player concerned – he/she has transgressed the rules and it is now a County Disciplinary Officer matter.

DO NOT get drawn into any form of confrontation after the game or in the bar.

DO NOT speculate with any player or club member as to the level of ban that will be applied. That is a matter for the County Disciplinary Officer.

SUMMING UP OUR EXPECTATION

Enjoy your umpiring and be yourself on and off the pitch.

Be ambitious, after a good game you should take confidence but not complacency and do not be put off by a single bad game.

If you have an umpiring problem talk to a coach or an assessor or the Chairman of the S+CC. If you have any issues with the rules or their interpretation, SHUA offers you the opportunity to contact a member of the S+CC who will seek to assist.

2. Injuries:-
 - a. Agree when and when not to stop the game.
 - b. Err in the direction of caution especially for blood, head injuries and U18s.
 3. Captains' armbands/shirt numbers/Substitutes:-
 - a. Check that captains have armbands and that all players have shirt numbers. Check that no shirt numbers are duplicated.
 - b. Substitutes must come on from the designated place.
 - c. Check number of substitutes. Check identity of the Bench.
 4. Control of the cage:-
 - a. Assess the layout and decide the location of the bench, the sin bin and any spectators.
 - b. Consider the principles of Cage Management and all aspects of the behaviour expected from those watching the game.
 - c. Check pitch markings and goals and nets.
 - d. Check any pitchside furniture and other obstructions.
 - e. Will floodlights be required?
1. Umpires Colours - Match status - Select ends – Ball colour – Weather:-
- a. Make sure your choice of colour is still suitable for the teams and background.
 - b. Do not take preconceptions into a game. Discuss which team is likely to be stronger and assess importance of the game to the teams.
 - c. What style of play do you expect? How will we adapt if we guess wrongly?
 - d. Choose the ball colour. Orange may be difficult if any players are colour blind.
 - e. Agree the ends to be taken by each of you. Consider weather conditions.
- Who takes the sun? An umpire wearing glasses does not want rain into his face. Who takes the bench side? The easy way may be just to toss a coin.
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11. Remember your obligations if there have been red cards and/or MMOs. Make notes after the game while lessons and questions are fresh in your mind.
12. Finally, remember that your next game is the most important game of the season. There is always something new to learn.

THE MATCH CHECK LIST (1-19)

20 MINUTES TOTAL

These four sections (pages 2-5) each have approximate timings for completion and the whole of paragraphs 1-19 should be complete in around 20 minutes. Do not get bogged down on one section.

PRELIMINARIES

3 MINUTES TO COMPLETE

INTRODUCTION

This is not a manual that tells you how to umpire! No booklet can easily achieve this however this book tries to suggest some pointers that may make your umpiring easier. Umpiring is your hobby so be yourself on and off the pitch, be ambitious, take positives from good performances but do not be put off by a single bad game. If you have an umpiring problem talk to a coach or an assessor or the Chairman of the S+CC. If you have any issues with the rules or their interpretation, SHUA offers you the opportunity to contact the “think tank” (details on the website) who will seek to assist.

What we ask you to do is:-

- Read the Rules of Hockey regularly and compare interpretations given in it with the guidance given in this booklet and on the SHUA website.
- Seek any necessary clarification from the S+CC when you notice matters of apparent ambiguity.
- Use this booklet every time you umpire and as a guide for your match day discussions.
- Add your own subjects to the list and consider sending them to the S+CC for use in future editions.
- Talk with your coach(es) – they are always happy to advise you.

For every game there are four clear periods of time in which umpiring preparation, delivery and analysis takes place. We have:-

1. The period of time leading up to you meeting your colleague – see page 1.
2. Meet your colleague on match day and the pre-match chat – see pages 1-5.
3. The match itself including the all-important half time period – see pages 6-7.
4. The post-match analysis – see page 7-8.

On the back pages of the booklet there are small pitch maps that are always useful.

LEADING UP TO MATCH DAY - discussion points

Meeting point – Decide where and when to meet. You should always seek to be at the venue at least 45 minutes before the start of the game.

Umpire attire – select in the week before the game the colour that you will both wear. It is important to ascertain the colours to be worn by the teams to ensure that your choice of colour is suitable.

League / Cup rules – Confirm you both know the league and cup rules (e.g. extra time, golden goal etc.) and where necessary discuss these with the captains before the start.

MEETING UP – match routine & discussion points

Meet your colleague and introduce yourselves to the captains or club officials. Assess the Cage and how the Cage Management policy may affect it today.

15. Control Ladder:-
- Use of various whistle tones. Will you speak to players? Do not invite dialogue. Do not ask questions. Do not touch players.
 - Use of the voice so as to be audible by your colleague and players.
 - Policy on green cards.
 - Policy on breaking down play including stick tackling and bodily contact.
 - Loud whistle for intentional fouls by defenders in the 23 by the support umpire leads to PC. Procedure to be adopted. Personal penalty?
 - Dissonant and personal intimidation.
 - How to deal with dissent or other bad behaviour by bench players, coaches or carded players. Yellow or red card to a member of the bench leads to player reduction.
 - Agree a signal if you need to control the temperature of the game.
 - Help from or to your colleague:-
 - Where are you likely to need help from your colleague?
 - Encourage your colleague to give decision if in his or her area of control and to give a definite signal.
 - Consider your colleague's distance from the offence and the size of the decision.
 - Eye contact and SMILE - Co-operation - CONTROL:-
 - Regular eye contact at all times especially at Penalty Corners. Avoid sunglasses. Only wear a cap when necessary.
 - What will you do if you see an offence in your colleague's area of control that your colleague hasn't spotted? How will you know if your colleague hasn't spotted the offence?
 - Players, coaches and supporters will recognise when umpires are co-operating.
 - Take time to ensure that your colleague knows to which player you have given a card and for what reason.
 - How will you indicate to your colleague if you need to extend a yellow card suspension awarded by your colleague?

6 MINUTES TO COMPLETE

CONTROL AND CO-OPERATION

BEFORE THE START

5-10 MINUTES TO GO

Check that the nets are fit for the game. Implement any minor repairs. If there are major problems with the nets, pass on responsibility for repair to the home captain.

Arrange the toss and speak to the captains. Always ensure that the captain attends the toss and not a deputy. Please note the following issues that may apply at the toss:-

- (Re)confirm to the captains the location of the bench and the sin bin.
- Ask the captains:
 - if they have any substitutes.
 - if they have any players under 18. Specify procedure if young players are suspended.
 - to confirm that all players have numbered shirts - no duplicate numbers.
 - to confirm that the captains have armbands.
 - to ensure that substitutes wear different colours from the players on the pitch.
 - to ensure goalkeepers' smocks are different colours from the teams and that all goalkeeper kit is safe with no buckles etc..
- If there are spectators, ask that home team officials ensure the spectators are in a different area to the bench (outside the cage or the other side of the pitch) at all times. Never allow spectators behind the goals.
- Confirm that young children (whether escorted or not) and babies in prams/ pushchairs will not be allowed in the cage.
- If appropriate, agree the rules of the competition with captains and coaches in advance of the game.
- Specify, if you wish, any current rules issues or interpretations.
- When the toss has been made the captains return to their players and you can (if necessary) complete the pre-match chat and any warm up for the game.

As the Players line up

- Check the shirt numbering (including duplicates). Confirm captains have armbands.
- Check that all players of each team have the same coloured shirts.
- Confirm the number of players on each team.

THE MATCH

- SHUA encourages umpires to be constantly monitoring the flow of the game.
- Maintain details of the score and the number of any players who have received cards from either umpire. Monitor the length of suspension for any player to whom you have given a card leading to a suspension.
- Monitor time to go in the game. Avoid a bleeping watch at the end of a half – this

9. Free Hits and other restarts:-
- Stationary ball (at least an attempt made to stop the ball).
 - Location of free hits.
 - More precise in or near the 23m area:-
 - 5m rule especially in 23m area.
 - What tolerance allowed elsewhere?
 - Players do not retreat 5m before the ball is played and they:-
 - DON'T INFLUENCE THE PLAY i.e. do not play the ball or impede the opposition.
 - DO INFLUENCE PLAY i.e. play the ball or impede opposition.
 - Aerial ball now allowed from dead ball.
 - Hits to attack in or near 23:-
 - Call the position of the hit (i.e. inside or outside the 23m).
 - Different rules apply for hits to the attack in the 23m area.
 - All players 5m from the location of the hit.
 - Ball must travel 5m, from a self pass, before being played into the D.
 - Lifted and aerial balls and playing high balls:-
 - A ball is lifted into a player. Discuss the speed and height of the ball and the ability of the player to play the ball safely (think about distance the ball has travelled).
 - Lifted ball is only a foul if it is dangerous.
 - Aerial ball:-
 - Consider take off, flight and landing.
 - 5m zones to apply. Is the ball bouncing still an aerial ball?
 - Players play the ball above shoulder height. No foul to play at the ball above shoulder height. Be aware of current interpretation of the rule.
 - Intentionally off back line - Use sparingly.
 - "Own Goal" rule.
 - Feet and backsticks:-
 - Is it a foul every time the ball hits a foot?
 - Is every foot by a defender in the circle a penalty corner?
 - Communicate that you are not blowing after seeing a foot or backstick.
 - Up by up to 10m rule – use sparingly.
 - Rules for Goalkeepers and kicking backs.

4 MINUTES TO COMPLETE

RULES AND INTERPRETATION

UMPIRE CRAFT

7 MINUTES TO COMPLETE

- Timing: Remember that coaches and managers may keep time as well:-
 - 1 or 2 minutes to go – agree signal - agree signal for half minutes.
 - Decide who times the first half? Agree what to do if the umpire timing the half is under pressure closely approaching 35 minutes.
 - Penalty Corner in the dying seconds of a half. Procedure to be adopted.
 - A goal is scored as the last hit of a half. Who blows to end the half?
 - Stopping clock for injuries, penalty strokes etc.. Blow the whistle to start after goals or stoppages. Ensure your colleague is ready.
 - What signal will be used if your watch has stopped/broken/not restarted?
 - Time wasting.
- Areas of Control:-
 - Determine your areas of control – use the pitch plan at the back of this booklet. Discuss different areas of the pitch. Help in circle. Help in your colleague's 23m area. Loud whistle leading to penalty corner.
 - How to help in your colleague's area of control. How to help in your colleague's circle.
 - Support umpire not happy with a goal.
 - Double whistling – what to do when both umpires blow together and point in opposite directions? Remember to give players time to get into position.
- Advantages and Flow. Agree to signal all advantages:-
 - Consider when you might use a quick whistle and when you might play advantage.
 - Sometimes the biggest advantage to the attacking side is that you delay giving a personal penalty (no matter how serious) until play goes dead. Sometimes control may be more important than the advantage.
 - Use your voice to communicate advantages for the benefit of your colleague and the players.
- Positioning at Penalty Corners and Penalty Strokes:-
 - Where will you be for set pieces as engaged and support umpires?
 - Watch for illegal substitutions at Penalty Corners.
 - Watch for early entry into the circle that materially affects the Penalty Corner.
 - Position and duties of the support umpire at Penalty Corners.