

Right Time, Right Place



**KEEPING ON SCHEDULE
AN IMPORTANT STEP IN BECOMING A GOOD
OFFICIAL**

Before Arriving at the Match Site



- Accept your assignment in the appropriate manner established by your chapter and assigning secretary
- Call your partner at least the day prior to the scheduled match
- Call the school the day of the match to verify start time
- Never assume match is cancelled even in inclement weather
- Review match strategies if riding together

30 Minutes Prior to Scheduled Start of Match



- **Arrive at match site (at least 30 minutes prior)**
 - Wear the official uniform
 - Be clean and neat in appearance
 - Conspicuous jewelry is not part of the uniform
 - Have all necessary equipment (more later)
 - Abstain from using any tobacco products while at the match site
 - Abstain from alcoholic drinks anytime that day prior to the departure from the match site
 - ✦ After departing the match site, be sure not to wear your uniform if purchasing any alcoholic drinks
 - Do not provide teams with a scouting report of any team
 - Minimize contact with individuals other than game management personnel at the site before, during and after the match

20-30 Minutes Prior to Scheduled Start of Match



- **Verify you have all appropriate equipment necessary**
 - Whistles, yellow/red cards, lineup card, pen/pencil, coin
- **Review ground rules for facility**
 - Unplayable areas, playable areas, backboards, etc.
- **Check tables and benches**
 - Benches should be lined up with the attack line extended
- **Check Equipment**
 - Net height, padding, referee stand, ball pressure
- **Check Libero uniform contrast**
- **Communication Signals**
 - Informal signals
 - Back row, 4 hits, etc
- **Emphasize Eye Contact after each dead ball**
- **Verify if any special activities will be occurring prior to the match**

20 Minutes Prior to Scheduled Start of Match



- **Prematch conference**
 - Conducted by First Referee
 - Participants
 - ✦ First and Second Referee
 - ✦ Captain(s) and Head Coach
 - Be sure to review new rules
 - See Prematch Conference Powerpoint

15 Minutes Prior to End of Timed Warm-up



- **Begin timed warm-ups**
 - Second Referee responsibility
- **First Referee**
 - Line judge conference
 - Watch warm-up with emphasis on setter's technique
 - Watch libero activities for possible attack above net
- **Second Referee**
 - Scan players for jewelry and hair adornments
 - Remind coaches if necessary that rosters are due 10 minutes prior to the end of timed warm-up
 - Make sure teams move to next cycle of the timed warm-ups at the appropriate time

10 Minutes Prior to End of Timed Warm-up



- **Rosters due at scorer's table**
 - Verify libero is listed properly
 - Look for any duplicate or missing numbers
 - If possible, verify player's numbers are on roster
 - Verify number of player's warming up match the number of players on the roster
 - Clarify any roster questions with coach
 - When roster becomes official (at 10 minutes), initial roster to prevent confusion with multiple rosters or switching of rosters
- Note:** If rosters are turned in prior to the 10 minute deadline, do the above activities to allow for any necessary corrections without penalty
- Note:** If roster is turned in late or if roster was turned in on time but errors were found with less than 10 minutes left in the timed warm-ups, apply appropriate penalties

2 Minutes Prior to End of Timed Warm-up



- Team lineups due at the scorer's table

Second Referee

- Verify a Libero has been properly listed if the team has a Libero
 - ✦ If a Libero is not listed and more than 2 minutes remain in the timed warm-up, verify with the coach if a Libero is to be used
 - ✦ If a Libero is not listed and 2 minutes or less remain in the timed warm-up, then a Libero may not be used in the first set by the offending team
- From the lineup sheet provided by the coach, record the starting lineup on your lineup card
 - ✦ Verify each number is listed on the roster
- Verify your lineup card sequence with the scorer's scorebook
- If lineup sheet is separate from roster
 - ✦ When lineup sheet becomes official (at 2 minutes), initial lineup sheet to avoid possible confusion of multiple lineup sheets or switching of lineup sheets

Note: If lineups are turned in prior to the 2 minute deadline, do the above activities to allow for any necessary corrections without penalty

Note: If lineup is turned in late or if lineup was turned in on time but errors were found with less than 2 minutes left in the timed warm-ups, apply appropriate penalties

After Timed Warm-up



- If introductions and/or the anthem is to occur, First and Second Referee should be together in a designated position (i.e., in front of scorer's table)
- At the conclusion of introductions/anthem,
 - First Referee should cross court and get into position on referee's stand
 - ✦ Visually inspect the court and playable area to make sure nothing that could interfere with the contest was missed
 - Second Referee should ensure teams are entering court in a timely manner and are lining up in the end line

After Timed Warm-up



- When everyone is ready, the First Referee should signal for the teams to enter the court
 - ✦ Most likely the teams will approach each other and greet each other at the net
- The Second Referee checks the lineups to ensure every player is in their correct position
 - ✦ Verify the liberos are in their appropriate positions near the side line if starting
 - ✦ By stepping into the serving teams court and verifying the receiving team's lineup while looking through the net
 - ✦ Once verified, signal the receiving team Libero to enter the court (if necessary)
 - ✦ Then verifying the serving team's lineup, signal the serving team Libero to enter the court (if necessary), and rolling the game ball to the server
- The Second Referee returns to their appropriate position and
 - ✦ Verifies the Head Coach of the serving team is ready, verifies the scorer's table is ready, verifies the Head Coach of the receiving team is ready, and then signals the First Referee that everyone is ready (including the Second Referee)
- The First Referee acknowledges the signal and then scans the court prior to the whistle
 - ✦ The First Referee should scan the receiving team on the court first, followed by the receiving team bench, then the scorer's table and the Second Referee, then scan the serving team's bench, and finally the server
 - ✦ The First Referee should extend the arm on the serving side and begin the signal for serve procedure to start the match.