Principles, process and sanctions for referee management in VolleyZone

With the implementation of a new referee management tool, VolleyZone, there are some changes in process this document looks to capture. The most important change is that referees will be appointed by the Referee Administrator instead of the legacy process where games were selected by the referees.

Principles:

- At the start of the season referees will:
    - Declare conflicts of interest
    - Communicate their preferable locations
    - Provide number of games willing to do per week, priority to lower numbers
- Assignments will be done mainly based on preferable locations, however, referees may be required to attend venues outside that list, this will be minimised as much as possible
- Referees should aim to arrive at the venue at least half an hour before the starting time of the match, **i.e. 15 minutes before warm up.**
- Referees are responsible to comply, within reason, to club's process for payment (e.g. invoice, YesRef)
- Referees should complete the match with all the required admin before leaving the venue.
- Referees should score at least one match in a season.
- Conflict of interest: Referees who are members in any capacity of a club will be considered as a conflict of interest, e.g. player, coach, member, volunteer, family member, etc (not an exhaustive list)
- Locations: venues are tagged by location using postcodes, where a venue borders another location a second tag was added.
- Registered referee fee £30
- Recommended fee for scorers £20

Process to assign games:

- Games will be assigned when possible 3 to 5 weeks in advance
- Referees have 2 weeks to confirm, when possible, a reminder will be sent 1 week after appointment
- After 2 weeks, games will be reallocated to another referee
- Referees are responsible to report results in VolleyZone within 24 hours after the end of the match

Sanctions:

Late cancellations:

- one week suspension for 2-times within 48 hours cancelation, adding an extra week suspension every additional 2 cancellations.

- one week suspension for 3-times within 1 week cancelation, adding an extra week suspension additional every 3 cancellations.

No shows:

- One week suspension for every unjustified no-show (e.g. justify: sudden illness, emergency situations), increasing to an extra week suspension for additional every no-show.

Conflict of interest:

- One week suspension for refereeing under a conflict of interest position.
  Exceptions:
- No other referee is available, and both teams agree on accepting the conflict of interest prior to the match in writing on email. With agreement from Division and Referee Administrator
- Referee is a no show, both teams agree on accepting the conflict of interest prior to the match in writing on the scoresheet

<u>Rules clarfication:</u>

We strongly recommend you read all the rules, however, these are some of the most relevant ones with extra comments for your attention:

2.6.1 - if a team is incomplete at the official start time for a game, the first set goes to the other team if it is complete. Then after 15 more minutes the second set is lost, then the game is lost after 15 more minutes.

2.6.4 - in the case of equipment required for the game missing, delaying the start of the game, the same as 2.6.1 applies against the team at fault. Equipment is net, antennae, scorer's table, official scoresheet and scoreboard.

Those two rules are important to be aware of because the decision has to be made and validated by the referee there and then, written on scoresheet (2.6.3) and the set loss reflected immediately in the live score.

2.7.1 - this rule outlines your responsibility as first ref to stick with the home team stated hard limit for the end of a booking. This is information the home team must give you before the toss, and which you confirm as part of your toss talk with the captains - please actively approach the home team so they actively obtain that information from the venue during the warm up.

2.7.2 again regarding booking hard stops. if there is less than 5 minutes playing time remaining in the booking (hard time confirmed at the toss) then you should not start a new set. That means practically, considering that there is a break of 3 minutes between sets, that

if you have a hard stop of 9.10pm, then you should not attempt a new set if the last set finished later than 9.02pm (3m break + 5m playing time = 8 minutes total required).

3.3.3 While it is not specified in that rule, it is your responsibility to make note on the scoresheet of any observed deviation to the required equipment for the game. This includes non-standard posts, court dimensions, absent markings, defective net, missing or unsafe referee stand (everything listed in 3.3.1 and 3.3.2).

4.1.7 While it is the responsibility of the captain to check that a libero playing up not coming on court was noted as such in the scoresheet remarks, please do try to remind this to the captain when you notice a libero is playing up. If you are a second ref, attract the attention of the scorer to that extra duty.

5.7. We are trying to protect the integrity of the game by making it a clear requirement for officials who are not registered to be competent. The first referee (aided by the second referee if they are registered) must make the determination of the competence of any non-registered officials where appropriate. That is, only IF it is noted that the non-registered official is not competent. Then, it should be marked in the scoresheet remarks with a clear rationale for the determination. Note that you should be more lenient for non-registered officials and that we expect them solely to not impact the game negatively by lack of knowledge or collaboration with the registered officials. Try to be encouraging to non-registered officials and promote their development. There is however nothing wrong in making a non-registered official as non-competent if you believe to have a good ground. Note that your remarks on the scoresheet will be for the attention of the Referee administrator and Divisional administrator and they will decide on whether this should be penalised or not.

Published September 2025: Version 1.1

Published November 2026: Version 1.2