

2018 SHOW ME QUALIFIER REFEREE REFERENCE SHEET

TOURNAMENT INFO & PROCEDURES

NATIONAL ANTHEM

- The Star Spangled Banner will be sung at 7:45 am each morning.
- Warm-ups will begin AFTER the anthem has played.

TOURNAMENT FORMAT

- Most pools will play best two out of three sets to 25 points, deciding set to 15 points. No point cap, win by two points.
- Some pools of 3 may play all three sets to 25, regardless of whether the same team wins the first two. It is noted on the scoresheet if your pool plays automatic 3 sets (# of Sets - 3).
 - When playing the third set, there will be a coin flip between sets 2 and 3 to determine side, serve and receive, and teams will switch sides at 13.
- One game playoffs are played to 25 points, switch courts at 13 points.
- The first match of a pool must begin at its scheduled time.
 - Within a pool and after the first match, a match may begin up to 15 minutes before the scheduled starting time provided the two teams competing, the officials and the tournament staff all agree to it, and provided that there is sufficient time for the warm-up protocol.
 - The last round of the wave may start more than 15 minutes early, as long as all participants agree.

TOURNAMENT FORMAT

- Primary Warm-up Protocol – For all teams in their first match of a round of play (5-4-4):
 - 5 minutes of shared court time; 4 minutes for the serving team; 4 minutes for the receiving team
- Secondary Warm-Up Protocol – For all other matches within the round of play (2-4-4):
 - 2 minutes of shared court time; 4 minutes for the serving team; 4 minutes for the receiving team
- Only USAV members may be on the playing surface to assist with shagging balls during warm-ups.
- When one team has exclusive use of the court, the other team must either be at its team bench, out of the playing area. The 'off' team can shag balls for the team on the court. Warming up with balls at the team bench or the spectator walkways is not permitted.
- It is recommended that the referee notify each team when one minute is remaining in their warm-up period.
- If your court is behind schedule, the captains' meeting and coin toss should take place immediately after the previous match is completed (during the 2 minutes of shared ball handling).
 - The referee for the match should conduct their own coin toss.

It is not your responsibility to give any coach or team information regarding where a team finished in the pool or where they might play the next day. Please direct them to the championship desk.

ADMINISTRATIVE PROCEDURES

- The main championship desk is by court 39.
- A separate smaller results station is located on the other side of the vendor area behind court 13. Courts 1-19 will pickup all equipment and pickup and return scoresheets at this station. Courts 61-68 are located across the street in the Municipal Auditorium.
- The referee lounge is located near court 51.
- You should arrive at the facility no later than ½ hour prior to the beginning of your first match and should be courtside at least 20 minutes prior to match time.
- Prior to the first match, you will pick up from near the championship desk, the game ball, a court towel, pens, pencils, lineup sheets, and libero tracking sheets.
 - Only take the number of libero tracking sheets and lineup sheets needed for ONE match. You make keep one extra set in your officiating bag.

- Do not leave your game ball unattended at any time.
- At the end of the day, please return the court towel, all pens and pencils, and any unused papers to the championship desk.
- Flipcharts stay at the court until the end of the tournament.
- DO NOT make adjustments to the net (other than the antennas). Contact the tournament desk if your net needs adjustments someone to come to your court.
- If the referee who is scheduled after you has not arrived when it is time for the next match to start, notify one of the head referees.
 - Do not begin the next referee’s warm-ups unless instructed to by one of the head referees or permission is given by the referee who is next on the court.
- It’s okay to get off the stand and check on the scorers in between sets.
- Match and forfeiture times
 - The first set of a match is forfeited at start time, if a team fails to show or does not have enough players to start.
 - The second set of the match is forfeited ten minutes after the forfeiture of the first set. The tournament director and head referee should be notified immediately prior to the forfeiture of the first set.

UNIFORM GUIDELINES

- Taped numbers are NOT allowed on any uniform jersey.
- Players must wear the same uniform numbers throughout the tournament.
- Check uniforms for legality (number contrast and placement) and during the warm-ups.
 - The Libero must wear a different color uniform shirt in CONTRAST to the other members of the team.
 - Check the legality of the libero uniform prior to the start of each match.
 - You can use these words when checking for the libero uniform legality:
 - “Coach, your libero uniform is not contrasting and cannot be worn. Do you have another one?”
 - If the answer is ‘no’, then you should inform the coach that “your libero cannot play in this match with that uniform.”
 - It is up to the coach, to find the head referee to object to your ruling. It is not up to you to find the head referee.
 - You will not hold the match for the coach to get a ruling.

TEAM OFFICIATING ASSIGNMENTS

- Work teams are to report to the referees at the beginning of the warm-up time.
- Teams must provide second referees for all assigned matches (unless an assigned match has a certified official as second referee); two line judges; a scorer (scorer); and an assistant scorer (visual scorer and libero tracker).

An adult listed on the roster MUST be the R2 on ALL matches.

- A team that fails to have a complete officiating crew available for an officiating assignment will be penalized on their next playing match.
 - For every minute an officiating team is late to fulfill its assignment, one point will be awarded to that team’s next opponent in the first set of the next match, up to a maximum of 25 points.
 - Penalty points begin to accumulate at the start of the receiving team’s warm-up.
 - All penalty points assessed to a team for a late officiating assignment must be brought to the attention of the head referee and the championship desk and must be written on the scoresheet.
- Members of the work team may not wear headphones or use cell phones while officiating. Watch especially for the workers at the scoring table ‘texting.’
- Officiating on Final Day
 - It is usual procedure for the losing team to stay and officiate the next match on the same court. It is imperative that the referee tells both captains at each coin toss for each match that the losing (non-winning) team must stay after to officiate the next match.
 - It is also helpful if you let the next referee on that court know who the officiating team will be.

RULES REVIEW

- **SPORT COURT RULE**
 - If a ball has traveled beyond the sport court, a player must have some body part in contact with the sport court when contact with the ball is made in order to bring the ball back into play. The player may then follow through off the court.
 - When initiating the serve, the server must be in contact with the sport court (not touching the floor beyond the sport court).
- **SANCTIONS**
 - Individual and team sanctions are cumulative for the MATCH, not the set.
 - Remember the sequence of “Improper Request” and subsequent delay/sanctions. Each team may have one improper request and one delay warning, not necessarily in any specific order.
- **COACH**
 - The head coach and one assistant coach may stand or walk within the free zone in front of the bench (if the head coach is seated, only one assistant coach may stand)
 - Only the head coach can request time-outs and line-up checks, or may request through the game captain a rule clarification.
 - If there is less allowable space for the coaches, they must be closer to the bench than to the court.
- **PROTESTS**
 - Only decisions on rules can be protested, not judgment calls.
 - If a captain protests (or is directed to protest by coach), **DO NOT CONTINUE TO PLAY!!** The protest must be filed (requested) by the game captain prior to the next serve (except in the 12, 13 & 14 divisions where the coach may act as the speaking captain).
 - If a protest is properly made prior to or concurrent with the first serve of the match, the first referee must immediately go to the Championship Desk and advise a member of the Championship division. The protest committee will assemble at the appropriate court and the protest will be resolved before the match continues.
 - If a protest is made and accepted by the first referee during the match, the match is immediately suspended. The first referee will get off the stand and send someone to advise the Championship Desk or head referee that a protest has been filed. While waiting for the protest committee to arrive, officials should not discuss the issue with the coaches, players, spectators or among themselves.
- **SERVING**
 - 12s do NOT have a shorter service line.
 - For 12s, 13s & 14s: One service tossing error is permitted for each service. Five seconds are allowed for the first toss and five seconds for the second toss.
 - 12s use a Volley-Lite ball.
- **NET HEIGHT**
 - The net height has already been checked, but you should monitor for subsequent matches. Championship will adjust the net height, if necessary.
- **INJURIES**
 - If a player is injured and a coach is called onto the court, you should get down to monitor the situation. After the 30 second assessment, tell the head coach, a decision must be made – sub, time out, or play. After the decision is made, then more time, if appropriate, can be used by the team
- **SCORESHEETS**
 - Before the match starts, have the scorer print all of the heading information AND the referees’ names on the scoresheet.
 - After the match, ensure the scorer enters the winning and losing team names. The referee checks the entire scoresheet for accuracy.
 - If a deciding set is necessary, make sure the team names and line-ups are written on the correct sides.

- **BENCH PERSONNEL**

- Children are not allowed on the bench unless they are registered members and are listed on the roster.
- Non-rostered personnel cannot be in the bench area.
- Spectators are not allowed behind the team bench. There is a team area (bench, R2 and scorer side) and a spectator area (usually the R1 side).

If subs are standing, they **MUST** be at the end of the bench (off the sport court) or no nearer the court than the chairs. Coaches may not stand in the warm-up area.

REMINDERS

- Players cannot wear headphones during warm-ups.
- Police your court (move bags off the playing court, pick up all leftover bottles, trash, etc) before and after the match (neat and tidy).
- For every match on a court, ensure the court setup is correct. Check the net height; locate your game ball; make sure the placement of the antennas is accurate, etc.
- No chairs should be placed at the end of the court by spectators.
- Do not move chairs too far from the court. Maintain a walkway between benches.
- Use your work team as appropriate for that level. If working with younger age groups, expect to overrule line judges, etc. You cannot depend on all of them to be great. Call what you see, and see as much as you can.
- Don't forget to watch the server serve the ball.
- Use preventative officiating when appropriate and fair.
- Do not give one team an advantage over the other one.
- Make all of the 'objective' calls and this will help you with the 'subjective' calls.
- Know how to keep score and how to fix mistakes if they happen. Call the head referee if you are not able to fix a scoring problem quickly and easily.

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