

## **Schools Responsibilities Toward Hosting Officials: Quality Officiating**

Quality officiating makes any athletic contest run smoothly. It also creates a positive experience for the players, coaches and fans. As the host school it is your responsibility to make the officials feel welcome and comfortable when they are working a game at your facility.

Always remember that these individuals are working these contests because of their love for their particular sport and the enjoyment they receive from working with the junior high athlete.

It is the athletic department's responsibility to provide the necessary information prior to the official's assigned contest as well as being available during and following the contest.

Fine officiating and good game management often go unnoticed, but together the officials and administration can make the competitive aspect of the game a positive one. Proactive individuals control ALL situations.

## **Host School's Responsibility to an Official Prior to the Contest**

- Prior to the contest, provide the officials with directions and inform them of any special activities that might be occurring.
- Give the official a number they can call in case of an emergency or postponement due to weather.
- Make sure arrangements have been made to pay the officials the night of the contest.
- Have competent workers assigned at all contests (scorers, timers, announcers, etc.). These people are of great assistance to the official during the contest.
- Have someone assigned to meet the officials as they arrive. This person should do the following for the officials:
  - Provide parking.
  - Meet officials and take them to an appropriately sized dressing room.
  - Have water available for halftime and/or postgame.
  - Provide private access to restrooms.
  - Ask for any additional needs.
  - Introduce the officials to those game workers pertinent to the contest (i.e. scorer, announcer, etc.)
  - Get the proper pronunciation of officials' names so they are correct when given by the public address announcer.
- Athletic Directors should discuss with the officials any special events, IESA rules, National Anthem time, etc. that would affect the game.
- Provide the officials with the name of the adult supervisor for that contest and where they can be found in the event a challenging situation should occur. Make sure that the supervisor is in the gym for the entire contest.
- Make sure all bench personnel are properly attired.
- Do check on game scoreboards and lighting systems prior to the game or contest.
- Make sure the playing area is properly marked and meets NFHS guidelines for that contest.

## Host School's Responsibility to an Official During the Contest

- Insist coaches display good sportsmanship and are proper examples for your players and crowd.
- Have your public address announcer remain unbiased during the contest.
- Make sure the event supervisor understands the duties and responsibilities pertinent to that contest.
- Make sure the playing area is maintained during any break of each contest.
- Make sure proper crowd control is visible and in place.
- Observe the crowd during the contest and prevent any disturbances that may occur.
- Work with the official during the game regarding crowd control.
- Retrieve the game ball at the end of the contest.
- Escort the officials back to the dressing room at halftime and/or at the conclusion of the contest.

## Host School's Responsibility to an Official After the Contest

- Escort the officials safely back to the dressing room and parking lot.
- Do not allow unauthorized persons in the dressing room after the game.
- Have water available for the officials after the contest.
- Be sure to thank the officials for their time and effort, regardless of the outcome of the game.
- Make sure arrangements for paying the officials have been completed. If you will not be able to compensate the officials the day of contest, please communicate the time line and procedure for compensation to the officials in advance of the contest.
- Ensure that the officials are not confronted by anyone after the contest.

### Contributors

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