



CLUB REFEREE COURSE

2008

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Section 1: Training Program General Information and Administration

1.1 Details of the proponent seeking registration of the training program

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National Coaching Director

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Telephone: 03 9897 3160

Authorisation of the Organisation:

National President
(Signature)

Print name

National Refereeing/Officiating Director
(Signature)

Print name

1.2 Name of the training program

Australian Fencing Federation Refereeing Training Program – Club Referee

1.3 Integrated or separate Officiating General Principles component

The following units of the Officiating General Principles training program have been integrated into this training program:

- Self Management
- Managing the Competition Environment
- People Management.

1.4 Training program fees

All participants must pay the training program fee before commencing their training. Fees may vary from provider to provider depending on local costs for training program venues and presenters. However, all fees will include the compulsory texts, NOAS accreditation fee, and other training program costs such as facility hire and equipment. The fee range for this training program is \$25 - \$50 (2008).

1.5 Presenter qualifications

The presenter must have:

- successfully completed a course presenter, train the trainer or presentation skills course, or similar (generic or sports specific) course **and**
- hold a current NOAS accreditation as an AFF Competition Referee (for a minimum of two years, with more than 50 hours refereeing experience at this level)

or

- be a recognised specialist in the field in which they are presenting with a minimum of two years practical experience in the sporting field.

Course assistants must also have a current NOAS accreditation as an AFF Competition Referee.

1.6 Presenter training:

All presenters will need to maintain their current Refereeing qualification or be working towards the next level through regular practice, updating activities and participation in relevant courses.

Presenters should have completed a Course Presenters course or be qualified teachers. The AFF will offer presenters opportunities to participate in professional development by advising presenters of relevant opportunities (conferences, short courses, seminars etc) and inviting them to Olympic Solidarity Refereeing Courses.

Presenters can also undertake their own professional development by accessing resources developed by the ASC, refer to Appendix 8: ASC Resources

1.7 Assessor qualifications

Assessor of AFF Club Referee candidates must have a *AFF Competition Referee accreditation* in the weapon(s) being assessed. Assessors must also have attended an assessor training program organised by the AFF or choose to complete a Workplace Assessor Course.

1.8 Assessor training

Assessors will need to be familiar with the AFF competency based assessment requirements for AFF Club Referee training program. Training in the use of the assessment requirements will be provided to assessors during professional development opportunities like Olympic Solidarity Refereeing Courses or courses held at State Sport Education/Coaching Centres.

1.9 Entry pre-requisites

Participants must be affiliated members of their relevant Australian State or Territory Fencing Association or other national fencing federation affiliated with the Oceanic Fencing Confederation (OFC) or the Fédération Internationale d'Escrime (FIE). Participants are not required to have completed any other training programs as a pre-requisite for the AFF Club Referee training program and no practical experience is necessary.

Venue

The following are the minimum requirements for venues where training takes place:

Activity area

- The venue should be a minimum size of half a basketball court with a flat, non-slip surface and must be accessible at all times during the time the training program is run.
- An additional space for theory sessions that will comfortably accommodate the participants and presenters should be provided.
- Equipment required for the course include: overhead projector; whiteboard/blackboard with marker pens/chalk and duster and fencing strips with electric scoring apparatus. Other equipment that may be useful include: television and video or DVD player.

1.10 Insurance

Courses will be delivered in a range of suitable venues. Course organisers must ensure that the appropriate Public Liability insurance is in place for the venue being used. Each State/Territory fencing association has its own Public Liability cover.

All course presenters must have appropriate Public Liability and Professional Indemnity insurance cover.

Section 2: Policies

2.1 Code of Practice for Training Program deliverers

The Australian Fencing Federation endorses the ASC's Code of Practice for Training Program Deliverers. In addition to this code, the following policy applies:

URefund of fees

Fees paid by candidates may be refunded in the following circumstances and timeframes:

Notification of withdrawal in writing up to 30 days prior to commencing training program	Full refund
Notification of withdrawal in writing up to 14 days prior to commencing training program	50% refund
Notification of withdrawal less than 14 days prior to commencing training program	No refund

2.2 Official's Code of Ethics

The Australian Fencing Federation has adopted the ASC's Official's Code of Ethics Agreement Policy that it requires referees to sign and to put into practice. This Code outlines disciplinary action, which will be applied if referees are found to have breached the Code. For more information see AFF Code of Ethics Individual, and Group documents, attached in Appendix 1.

2.3 Complaints handling procedures

Candidates with grievances about the conduct of their training program or seeking appeals on their assessment process must submit them in writing to the course coordinator within 30 days of the completion of the training program or on receiving notification of their assessment outcome.

All grievances and appeals will be considered by the state technical panel that will inform the candidate of the process they use to consider the grievance and the outcome of the deliberations within 30 days of receiving the grievance/appeal.

Further grievances and appeals will be referred to the national technical panel (with all relevant information) for consideration and decision.

2.4 Enrolment Pre-requisites - Age of entry into the program

Candidates must be at least 12 years of age on completion of all the Club Referee requirements to be eligible for accreditation.

2.5 Recognition of Prior Learning (RPL)

There will be no honorary accreditation. Referees who would like to be accredited as a Club Referee must fulfil the competencies as outlined in the training program. However, some practising referees may be able to satisfy all or most of the competencies required for accreditation without having to attend a formal course. Candidates may apply for exemption from all or sections of the training program. Such people will be required to document their prior learning and submit it in writing to the training program coordinator. These will then be passed on to the Refereeing Commission of the state in which they are attending the program, for consideration. RPL assessment will be conducted using the RPL Assessment form provided by the AFF. The candidate may be required to demonstrate their expertise in a particular area by written or practical demonstration.

Recognition of officiating principles courses

In each case, applicants must supply the course coordinator with such letters, transcripts, certificates and descriptions of courses as are necessary to satisfy the various requirements of each level of accreditation. Candidates with evidence of having achieved the following may gain credit:

- State Department/Sport Education Centre/Officiating Principles Agency Level 1 Officiating Principles course
- Physical Education or Sports Coaching degree course
- Equivalent overseas qualifications.

See Appendix 2 for further details on the process that the Australian Fencing Federation uses for RPL.

2.6 Updating

To retain their Club Referee status referees must:

- complete another Club Referee training program within four years **or**
- achieve Competition Referee Level B or higher within four years **or**
- achieve 24 hours of updating activity over a four year period.

Candidates must accumulate their 24 hours of updating activity through the following:

General Refereeing/Knowledge:	12 hours
Fencing Specific:	12 hours

For more information on Updating see Appendix 3.

Section 3: Competency Statements

Club Referees will be able to:

- Maintain a safe bouting environment
- Analyse situations and apply decisions relating to the awarding of points, penalties and sanctions
- Start and stop a bout correctly
- Use basic hand signals and words used in refereeing uniformly and consistently.
- communicate effectively with others
- Assess and manage the risks of refereeing
- Perform basic technical fault isolation and troubleshooting
- Explain concisely the fundamental differences between foil, épée and sabre refereeing.
- Follow emergency incident management procedures.

Specifically Club Referees will be able to:

1. While refereeing during club competitions, correctly oversee the bout and conduct of the competitors including;
 - Check for unsafe/inappropriate fencing equipment
 - Place fencers on guard after each successful touch or after a Halt
 - Ensure fencers follow correct fencing etiquette at the start and end of each bout.
2. While refereeing during club competitions correctly award points and penalties and manage the environment in relation to the fencers, the spectators and coaches
3. Use the following basic hand signals and correct language
 - On guard
 - Ready
 - Fence
 - Halt
 - Attack
 - Parry
 - Point for (left or right)
 - No (Attack).

3.2: Assessment

1. Overview of assessment tasks including how and when assessment will occur and conditions of assessment:

Written: The multiple choice questions aim at assessing underpinning knowledge of the rules as they apply to the sport. A 26 question multiple choice exam is given to candidates at the completion of the face-to-face training program. A 75% pass mark is required. Candidates are not permitted to access course materials for the exam. Candidates may re-submit the multiple choice as many times as necessary to achieve the pass mark.

Practical: This assessment task is aimed at assessing the candidate's practical ability to referee effectively. This assessment task can be completed post-course or in-course. A practical demonstration of refereeing skills is required during 3 bouts (1 of Foil, Epee and Sabre). An assessment checklist is used to outline the skills/competencies that the referee must demonstrate. The candidate must be rated as competent on all aspects of the assessment checklist to pass. Candidates may re-take the practical assessment as many times as necessary to achieve competency. The assessor will be a of suitably qualified referees, coaches and assessors as outlined in Appendix 4.

The AFF Assessment tools for a Club Referee can be found in Appendix 4.

The AFF is committed to provide flexibility in the assessment methods used. This includes:

- using oral instead of written exams and worksheets where appropriate
- using video of the practical refereeing event for assessment purposes where necessary
- considering any request from candidates for flexibility, within the framework of ensuring fairness for others, and integrity of the assessment process overall. The alternative methods for assessment as detailed in Appendix 4 Notes on Assessment can be substituted as an assessment method.

Section 4.3: Flexible Delivery

Delivery of the AFF Club Referee training program will be through face-to-face seminars. A distance Education (DE) program for participants in remote locations will be offered if it can be demonstrated (equipment acquired, venue available, interested participants) that a club will be established. A range of resources have been developed to assist with flexible delivery (with all material available via email) which can be made available on request to any participant. Some training programs will be offered over a number of weekends, while others may be offered during evening classes over a 2-4 week period.

Participants may undertake the general principles section through online education or other means, prior to the delivery of the AFF training program. Recognition however, will only be given to general principles qualifications gained through another organisation within the last four years.

Section 4.4: Implementation Strategy

Training programs will be made available to train presenters, assessors and mentors involved with the AFF training program. This will occur once in the four year registration cycle of the training program. Quality monitoring procedures will identify further training needs during the following three years and state/territory or national training sessions will be conducted accordingly.

The AFF will provide assistance to states/territories with the process of RPL. States/territories should contact the National Officiating Director for advice on requests for RPL.

The AFF will target certain states/territories in the first instance and implement a flexible delivery approach. The AFF's flexible delivery approach will be rolled out to all state/territories over a four year period.

AFF will provide assistance to every state/territory to ensure that at least one Club Referee course is delivered in each state/territory. The AFF will discuss individually with certain states/territories higher targets for the delivery of Club Referee courses through the Regional Coach.

Section 5: Refereeing Practice

5.1 Timing of Refereeing Practice

To achieve a Club Referee accreditation referees must perform a minimum of 10 hours of practical refereeing. This practical aspect of the course must be completed within 12 months after the completion of the course and recorded in a log book.

Refereeing experience gained 2 months prior to the beginning of the Club Referee course can comprise a maximum of 4 hours of the practical component. Any practical experience gained in this manner must be verified in a logbook entry signed by an accredited Level 2 fencing coach or a Competition A Referee.

5.2 Supervision of the Referee Practice

An accredited referee (Minimum Competition A Referee) can supervise the practical refereeing experience or an accredited Level 2 Fencing Coach.

Supervision will involve:

- at least 6 hours contact with the trainee referee, either observing the trainee or co-refereeing with them.
- Setting tasks for the trainee referee to undertake at their own session and report back on
- assisting the trainee referee to analyse a video tape of their refereeing
- all practical refereeing experience must be recorded in a diary or log book and verified by the supervisor's signature.

5.3 Supervisor Credit

Referees & Coaches who are involved in the supervision of trainee referees will receive updating credit for the number of hours spent supervising a Club Referee.

Section 6: Quality Control

6.1 Monitoring training program quality

The following procedures will be put in place to ensure quality control of courses:

1. Ongoing presenter and assessor training as outlined in sections 1.6 & 1.8
2. Evaluation of presenters by course participants using course evaluation forms (see Appendix 5).

6.2 Training program evaluation and review processes

In addition to the 'Evaluation Pro-forma' contained in Appendix 5 the following methods will be used to assess and review the course:

- Brief informal discussions with the course presenters will follow the course. These discussions will focus on the organisation of the course and the need for changes to the delivery methods.
- Data on numbers of participants completing this course, and progressing to the next level will be analysed on a regular basis.
- The course will undergo a thorough review every four years, and input sought from state coaching/officiating directors and AFF Officiating Commission. Appropriate amendments will be made and the course will be submitted to the ASC for renewed registration.

6.3 Design and review committee

The following position holders will form the AFF's Refereeing Training Program Design Committee:

1. National Coaching Director
2. A Level 3 Coach (OFMA Head Coach)
3. Education expert (Accredited Referee and qualified teacher)
4. Member of the AFF Officiating Commission
5. FIE Licensed Referee.

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 1 – Overview

2. Nominal Duration

45 minutes

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Describe the structure of the Australian Fencing Federation, state fencing associations and club fencing.
- Describe the pathways for referees
- Explain concisely the fundamental differences between foil, épée and sabre refereeing.

4. Content

Overview of AFF, State and Club fencing

- AFF made up of Executive and State associations, all national competitions organised under AFF umbrella
- State associations made up of fencing clubs and in some cases Individual members with state competitions organised under State association umbrella
- Clubs must be affiliated, but may have diverse constitutions and make up
- AFF affiliates with several organisations: FIE (Fédération Internationale d'Escrime), Commonwealth Fencing Federation (CFF), Oceanic Fencing Confederation (OFC)
- Rules of competition at all levels come from FIE and AFF
- ASC guidelines and policies affect us from national to club level.

Overview of refereeing pathways

- AFF Refereeing Training Program – Club, Competition B, Competition A, High Performance(FIE Licence)
- Recognition and responsibility increase on the pathway up
- Structure designed to develop, support and manage referees.

Introduction to refereeing foil, épée and sabre

- 3 different, distinct types of weapons
- Can be qualified or accredited in 1, 2 or 3 weapons
- Introductory discussion on characteristics of weapons and specific rules for each weapon

AFF Refereeing Training Program – Club: Unit Outlines

5. Delivery Strategies

Presentation

Discussion

6. Resource Requirements

PowerPoint Presentation

Hand Outs – Slides from Club Referee TP unit 1 – Page 5.

FIE Rules

7. Assessment

Nil

Australian Fencing Federation Club Referee Training Program

Unit 1 - Overview

1

Unit 1 - Overview

- Training Program Overview: 6 units
 - Unit 1 – Overview, 45 minutes
 - Unit 2 – The Role of the Referee, 60 mins
 - Unit 3 – People Management, 45 mins
 - Unit 4 – Environment Management, 40 mins
 - Unit 5 – Self Management, 40 mins
 - Unit 6 – Decision Making, 2.5 hours

2

Unit 1 - Overview

- On successful completion of this unit, the referee will be able to:
 - Describe the structure of the Australian Fencing Federation, state fencing associations and club fencing
 - Outline the refereeing pathways available
 - Explain concisely the fundamental differences between foil, épée and sabre

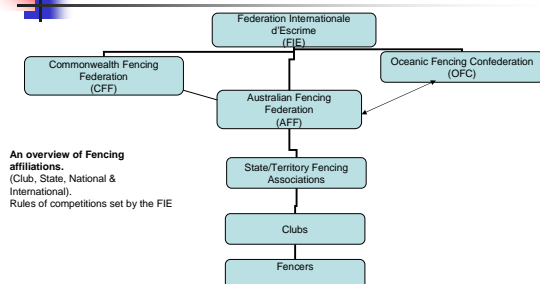
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Overview: AFF, State & Club fencing

- Australian Fencing Federation (AFF)
 - Made up of state associations
 - National competitions organised under the umbrella of the AFF.
- State Associations
 - Made up of fencing clubs
 - State competitions organised under the umbrella of the state association.

4

Overview: AFF, State & Club fencing



5

Overview of Refereeing Pathways

- AFF Refereeing Training Program
 - Club
 - Competition B
 - Competition A
 - High Performance [FIE Referee]
- Recognition and responsibility increase
- Structure designed to develop referees

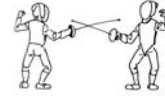
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Refereeing Foil, Epée & Sabre

- 3 different, distinct types of weapons
- Can be qualified and accredited in all 3 or 1 or 2 weapons
- Review of target area, characteristics
- Focus and concentration varies between weapons
- Each is as challenging as the others, but in different ways

7

Refereeing Epée



- Only touches made with the point count, the target is the whole body
- Seems easy – just count to 5 or 15!
- Your technical decisions are crucial to the outcome of the bout eg touches after passing, feet off piste, touches on the floor etc.
- Required to concentrate hard for a long period of time, up to 15-20 minutes for a bout

8

Refereeing Epée

- No rules of *right of way* – only timing of touches
- Scoring apparatus blocks out a touch arriving more than 40ms after the opponent's touch
- Touches within 40ms – two lights. Award a point for each person
- Requires smallest number of hand signals and words
- Time limits of bouts can be critical – many bouts go to the end of time. Must understand rules relating to time

9

Refereeing Foil & Sabre

- Right of Way (ROW) or Priority
- Referee applies rule in Foil and Sabre
- Definition in FIE rules
 - Foil t.56 – t.59
 - Sabre t. 75 – t. 79
- A simple way to consider ROW – who is executing the more skilful action

10

Refereeing Sabre



- Both edge and point are used. Target area is above the waist
- A bout may only take 30-60 seconds with almost every phrase resulting in a touch – may have to make a critical decision every 2 seconds!
- One characteristic is that crossing of the legs forward is not allowed in sabre fencing

11

Refereeing Sabre

- Arguably the fastest weapon, and requires fine judgment of the concept of *right of way*.
- Recognising the attacker, recognising parry and riposte, understanding how ROW can be lost is crucial
- The scoring apparatus also separates touches made too late after an opponent's touch – only 120ms!
- More hand signals and words are involved in refereeing sabre bouts

12

Refereeing Foil



- Touches must be scored with the point - the valid target is the torso only, including the bib of the mask
- Non-valid target touches will be registered by scoring apparatus and will also stop the action
- Conventions of *right of way* are applied
- *Technical rules* about turning, leaving the piste, corps à corps, using the unarmed hand, etc. may need to be applied during the bout
- Bouts take longer than in sabre, may go to the end of regulation time. Must understand time rules

13

Refereeing Foil

- Overall speed of the actions in foil is a little less than in sabre, but actions may be more complicated and ROW can be maintained longer
- As in sabre, ROW considerations may also involve tempo, not just blade contact
- The scoring apparatus blocks out touches made more than 300ms after the opponent's touch – longer than in sabre, reflects the different characteristic timing of actions
- More hand signals and words are used in foil than in épée bouts

14

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 2 – The Role of the Referee

2. Nominal Duration

60 minutes

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Identify the basic roles of the referee
- Describe the qualities of a good referee.

4. Content

Role of Referee

- Controlling the bout
- Working with others
- Ensuring safety of participants and spectators
- Awareness of rules, change to rules

Qualities of a Good Referee

- Impartiality
- Concentration
- Line of Vision

5. Delivery Strategies

Presentation

Group activities

Discussion

6. Resource Requirements

PowerPoint presentation

Hand outs

FIE Rules Chapter 6 t.34 – t.46

7. Assessment

Nil

AFF Refereeing Training Program – Club: Unit Outlines

Hand out 2.1 Foil or Sabre

HAND SIGNALS

On Guard	On Guard
Ready	Ready
Play	Play
Halt	Halt
Attack (from Left)	Attack (from Left)
Hit against	Hit Against
Hit Scored for Left	Not Valid (Off Target)
On Guard	On Guard
Ready	Ready
Play	Play
Halt	Halt
Attack (from Left)	Attack (from Right)
Parry	Is No
Riposte	Attack (from Left)
Hit against	Hit against
Hit Scored for Right	Hit Scored for Left
On Guard	On Guard
Ready	Ready
Play	Play
Halt	Halt
Point in Line (Right)	Simultaneous attacks
Hit against	No Touch
Hit Scored for Right	
On Guard	EPEE
Ready	On Guard
Play	Ready
Halt	Play
Preparation (from Left)	Halt
Attack (from Right)	Double Touch
Hit against	Point for each Fencer
Hit Scored for Right	

Australian Fencing Federation Club Referee Training Program

Unit 2: The Role of the Referee

1

Unit 2 – The Role of the Referee

- On successful completion of this unit, the referee will be able to:
 - Identify the basic roles of the referee
 - Describe the qualities of a good referee
 - Identify and respond to safety issues
 - Correctly perform the Referee hand signals

2

The Role of the Referee

- Group Exercise:
 - Break into groups and discuss for five minutes:
 - What do you consider to be the role of the referee?
 - Add your group's comments to the board.

3

The Role of the Referee

- The Referee
 - Refer to FIE t.35

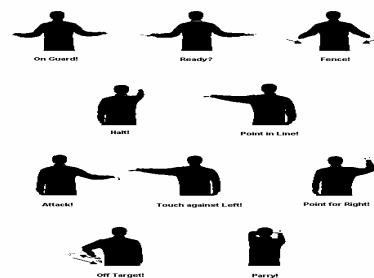
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The Role of the Referee

- Hand Signals
 - Refer to FIE Rules t. 43
 - Groups of 3 or 4, practise hand signals with Hand-out (2.1)

5

The Role of the Referee



6

The Role of the Referee



7

The Role of the Referee

- Working with others
 - Time-keepers
 - Score-keepers
 - Coaches, volunteers & administrators
- Ensuring participant & spectator safety
 - Equipment
 - Behaviour
 - Proximity to the piste

8

Qualities of a Good Referee

- Group Exercise:
 - Break into groups and discuss for five minutes:
 - What do you consider to be the qualities of a good referee?
 - Add your group's comments to the board.

9

Qualities of a Good Referee

- Impartiality
- Concentration
- Clear Communication
- Line of Vision

These qualities will be discussed in detail in other units of this training program.

10

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 3 – People Management

2. Nominal Duration

45 minutes

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Communicate effectively with others
- Minimise and deal with conflict situations.

4. Content

Communication

- Communication techniques that can be applied in a range of situations
- Barriers to effective communication
- Communicating decisions verbally and visually to fencers and coaches with confidence
- Listening to fencers and other officials, and responding in a cooperative and timely manner
- Communicating effectively with diverse range of fencers (e.g. fencers with a disability, fencers from a culturally diverse background).

Minimise and deal with conflict situations

- Situations where conflict is likely to arise
- Strategies to prevent conflict from arising
- Planning and implementing strategies to resolve conflict.

5. Delivery Strategies

Presentation

Video

Group activities

6. Resource Requirements

“People Management for Sports Officials” video

Introductory Level Official manual and presenters kit

PowerPoint presentation

7. Assessment

Scenario(s) during refereeing assessment



Australian Fencing Federation Club Referee Training Program

Unit 3: People Management

1



Unit 3 – People Management

- On successful completion of this unit, the referee will be able to:
 - Communicate effectively with others
 - Minimise and deal with conflict situations

2



People Management

- Communication Techniques
- Barriers to effective communication
- Confident communication of decisions
- Listening and responding skills
- Conflict resolution

3



Communication

- Communication techniques
- Verbal and non verbal communication
- Listening and responding to fencers and others
- Communicating with a diverse range of people

4



Barriers to effective communication

- Different perceptions of words and actions
- Only hearing what you want to hear
- Using jargon
- Not responding to questions
- Judging too quickly
- Looking for personal agendas
- Allowing emotions to blur the message
- Assuming 'I'm right' and not being open to other views
- Asking antagonising questions

5



Confident communication of decisions

- Fencing refereeing relies on confident use of the words and gestures
- Calm demeanour, accurate decision making gives confidence to fencers
- Confidence is not arrogance

6



Active Listening

- **Stop** – Pay attention and don't interrupt
- **Look** – Make eye contact and get onto the same level as the person
- **Listen** – Focus on what the person is saying
- **Respond** – Restate what has been said and use open questions to prompt for further information

7



Conflict

- Conflict situations
- Minimising conflict
- Resolving conflict

8



Difficult People

- Try to stay calm and distance yourself personally from the issue
- Keep your voice quiet and calm, this may encourage the other person to do the same
- Don't argue back or trade insults (no matter how unreasonable they seem)
- Try to see past the emotions to define the actual problem and work at addressing this
- Use active listening skills to address the problem

9



Conflict Resolution

Workshop

- 2 scenarios – competitors arguing with referee; interference by a parent.
- Mistake on score sheet

10

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 4 – Environment Management

2. Nominal Duration

40 minutes

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Incorporate risk management practices into refereeing
- Perform basic technical fault isolation and troubleshooting
- Maintain personal safety
- Follow emergency incident management procedures.

4. Content

Identifying potential risks and hazards in the environment

- Field of play
- Equipment
- Athletes and spectators.

Safe Equipment and Clothing

- Appropriate safety at club level
- Mask with bib and strap, jacket and glove, pants
- Other safety measures.

Technical Faults

- Recognising an equipment fault
- Isolating a fault, basic troubleshooting.

Referee Safety

- Correct positioning to avoid personal harm.

Injury and Emergency Response Procedures

- Procedures for dealing with an emergency situation
- Limitations to the role that the referee is able to play in injury management if they are not trained in first aid.

5. Delivery Strategies

Presentation

Group activities

Discussion

6. Resource Requirements

PowerPoint presentation

Unit 4 – Environment Management

AFF Refereeing Training Program – Club: Unit Outlines

Introductory Level Official manual and presenters kit
The Fencers workbook – Generalities
Section 1 Electrical apparatus Pages 28 - 51

7. Assessment

Practical

Australian Fencing Federation Club Referee Training Program

Unit 4 – Environment Management

1

Unit 4 – Environment Management

- On successful completion of this unit, the referee will be able to:
 - Incorporate risk management practices into refereeing
 - Perform basic technical fault isolation and troubleshooting
 - Maintain personal safety
 - Follow emergency incident management procedures

2

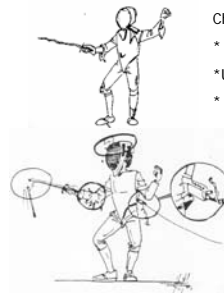
Risk Management

- Check for potential risks and hazards in the competition environment
- Inspect equipment
- Enforce safety rules and control the conduct of participants

3

Safe Equipment & Clothing

What is safe at this level?



Check:

- * Mask (bib and strap)
- * Uniform (Jacket, pants, Plastron)
- * Weapon * Glove

Look for;

- * Breaks * Correct curve in blade
- * Holes * Tears
- * Rust * Large Dents
- * Exposed Skin

4

Identifying Technical Faults

- Recognising when equipment is faulty
- Isolating a fault
- Basic troubleshooting
- Ask an expert!

5

Safety of Referee

- Proximity to fencers

6



Emergency Management Procedures

- Procedures for dealing with an emergency situation
- Limits to the official's role if not trained in first aid

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 5 – Self Management

2. Nominal Duration

40 minutes

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Outline the ethical responsibilities of a referee
- Describe the context in which official, player and spectator behaviour is regulated.
- Identify where to stand and how to move while refereeing.

4. Content

Ethical Responsibilities

- Applying the principles of honesty, integrity and ongoing self improvement
- Code of conduct for officials, and relevant components of the Member Protection Policies in Australian Fencing
- The requirements of the Junior Sport Policy
- Ensuring people are treated with integrity, respect and empathy, regardless of gender, race, disability or age.

Physical and mental preparation

- Basic mental preparation
- Adequate physical rest and being responsible
- Physical positioning and movement while refereeing – line of vision.

5. Delivery Strategies

Presentation

Group activities

Discussion

6. Resource Requirements

Play By The Rules website - www.playbytherules.net.au

Introductory Level Official manual and presenters kit

PowerPoint presentation

7. Assessment

Practical

AFF Refereeing Training Program – Club: Unit Outlines

Officials Code of Conduct

General Conduct

- Operate within the rules and spirit of your sport, promoting fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Display control and courtesy to all involved with the sport.
- Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
- Respect the decisions of officials, coaches and administrators in the conduct of the sport.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
- Adopt appropriate and responsible behaviour in all interactions.
- Adopt responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment free environment.
- Do not tolerate harmful or abusive behaviours.

Officials - specifically

- Place the safety and welfare of the athletes above all else.
- Be consistent and impartial when making decisions.
- Address unsporting behaviour and promote respect for all people.

Australian Fencing Federation Club Referee Training Program

Unit 5 – Self Management

1

Unit 5 – Self Management

- On successful completion of this unit, the referee will be able to:
 - Outline the ethical responsibilities of a referee
 - Describe the context in which official, player and spectator behaviour is regulated.
 - Identify where to stand, how to move while refereeing

2

Ethical Responsibilities

- Honesty/Integrity
- Official's Code of Conduct
- Junior Sport Policy
- Treating people with respect

3

Other policies & information

- Awareness that people should be treated with integrity, respect and empathy, regardless of gender, race, disability or age
- ASC Harrassment-free Sport Strategy
- Member Protection Policies - State/Club
- Roles – information needs of officials

4

Physical/mental preparation

- Basic mental preparation
- Where to stand when refereeing
- How to move to maintain best line of vision
- General presentation

5

AFF Refereeing Training Program – Club: Unit Outlines

1. Unit Name

Unit 6 – Decision Making

2. Nominal Duration

2.5 hours

3. Learning Outcomes

On successful completion of this unit, the referee will be able to:

- Analyse situations and apply decisions relating to the awarding of points
- Start and stop a bout correctly
- Analyse situations and apply decisions relating to penalties and sanctions
- Use basic hand signals and words used in refereeing uniformly and consistently

4. Content

Review of target areas

Safety check of fencers, clothing and equipment (t. 35c)

Points arising from offensive and/or defensive actions

- Points awarded in épée (t. 64, t. 65)
- Right of way in foil (t. 55 – t.59) and sabre (t. 74 – t.79)
- The attack (t. 7 & t.8a)
- The parry (t. 7 & t.9) and riposte (t. 8b)
- The counter-attack (t. 8c)
- Renewal of attacks (t. 8d)

Points arising from other circumstances

- Stepping off the end of the piste (t. 27)
- Placement behind the end of the piste (t. 28)
- Double touches in epee (t. 64)
- Offences

Card system for offences:

- 4 groups of offences
- Yellow, red & black cards

Offences

- 1st and 2nd Group

Unit 6 – Decision Making

AFF Refereeing Training Program – Club: Unit Outlines

When not to award a point

- Non valid touches (t. 48)
- Simultaneous attacks (t. 60, t.80)
- Off the piste or passed (t. 21, t.26)
- Annulments (t. 54, t. 67, t. 68, t. 73)

Starting and Stopping the Bout

- Starting the bout (t.18)
- Why stop the bout?
 - Touches (t.19)
 - Safety
 - Offences (t.120)
 - Passing (t.21)
 - Minute break (t.30)
 - End of time (t. 32)
- Placing fencers on the piste after stoppages:
 - Fencing Distance (general, after flèche, after corps à corps, back line) (t.24, t. 25)
 - Distance Penalties (side of piste) (t.102)
- Placing fencers on the piste after awarding a point (t. 17, t.18)
- Use of the clock – introduction to timing rules (t.30)

Hand Signals & Words Used in Refereeing (Revision)

- On Guard!
- Ready?
- Fence!
- Halt!
- Attack
- Counter-attack
- Touch/es
- Point/s
- Parry
- No
- Non valid
- Simultaneous
- Nothing

Words Used without Hand Signals

- Riposte
- Remise

General Requirements (Fencing Etiquette)

- Salute (Start Bout) (t. 87)
- Salute and Shake Hands (End Bout)

Unit 6 – Decision Making

AFF Refereeing Training Program – Club: Unit Outlines

5. Delivery Strategies

Workshop
Demonstrations
Group discussion
Worksheets
Situational Analysis

6. Resource Requirements

Powerpoint Presentation
Video/DVD
Club Referees Guide
FIE Rules

7. Assessment

Practical
Worksheet
Oral Theoretical

Australian Fencing Federation Club Referee Training Program

Unit 6 – Decision Making

1

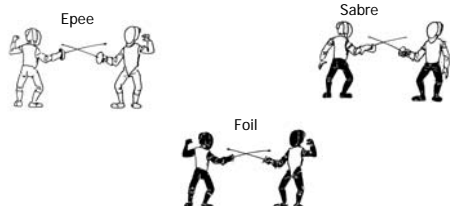
Unit 6 – Decision Making

- On successful completion of this unit, the referee will be able to:
 - Analyse situations and apply decisions relating to the awarding of points, penalties and sanctions
 - Start and stop a bout correctly
 - Use basic hand signals and words used in refereeing uniformly and consistently

2

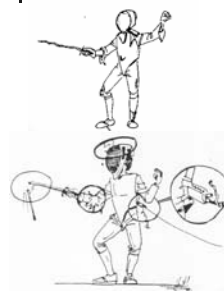
Review of Target Areas

Target area for each weapon is white.



3

Equipment – What to Look for



Check;

- * Mask
- * Glove
- * Weapon
- * Uniform

Look for;

- * Breaks
- * Correct curve in blade
- * Holes
- * Tears
- * Rust
- * Large Dents
- * Exposed Skin

4

Points arising from offensive and/or defensive actions

- Points awarded in épée (t. 64, t. 65)
- Right of way in; Foil (t. 55 – t.59) and Sabre (t. 74 – t.79)
- The attack (t. 7 & t.8a)
- The parry (t. 7 & t.9) and riposte (t. 8b)
- The counter-attack (t. 8c)
- Renewal of attacks (t. 8d)

5

Points arising from other circumstances

- Stepping off the end of the piste (t. 27)
- Placement behind the end of the piste (t. 28)
- Double touches in epee (t. 64)
- Offences (Yellow, Red & Black Cards)

6

Card system for offences:

- 4 groups of offences (t.120)
- CARDS
- Yellow - First Warning (Grp 1 & 2)
 - Red - Point for opponent (Grp 1, 2 & 3)
 - Black cards – Exclusion or Expulsion (Grp 3 & 4)

7

Offences – 1st group



t.18-3 Leaving the strip without permission

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

8

Offences – 1st group



t.20 Simple Corps à corps (foil and sabre)
t.20, t.63 Corps à corps to avoid a touch

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

9

Offences – 1st group



t.21 Turning the back to the opponent

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

10

Offences – 1st group

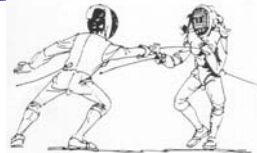


t.22 Touching-taking hold of electrical equipment

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

11

Offences – 1st group

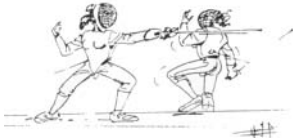


t.22, t.49, t.72 Covering/Substitution of valid target

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

12

Offences – 1st group

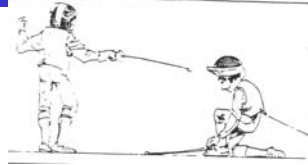


t.28 Crossing the side of the strip to avoid being

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

13

Offences – 1st group



t.31 Delaying the Bout

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

14

Offences – 1st group



t.46, t.61, t.70/d Placing the weapon on the strip to straighten it
t.46, t. 61 Bending/dragging weapon point on conductive strip (F,E)

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

15

Offences – 1st group



t.45/1 Clothing/equipment not working or not conforming; absence of second regulation weapon or bodycord.

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

16

Offences – 1st group



t.53 Grounding the weapon on the metallic vest (Foil)

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

17

Offences – 1st group

t.70, t.75/3 In Sabre, touch scored with the guard*: any forward movement crossing the legs or feet*

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

18

Offences – 1st group

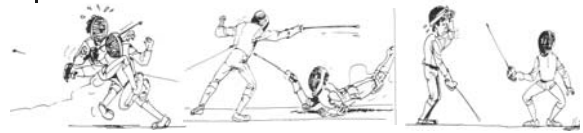


t.82, t.84 Refusal to obey the Referee

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

19

Offences – 1st group



t.87 jostling, disorderly fencing * ; taking off mask before the Referee calls 'Halt'; undressing on the strip

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

20

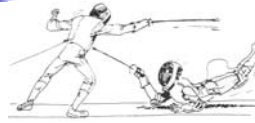
Offences – 1st group

t.122 Unjustified appeal

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

21

Offences – 1st group

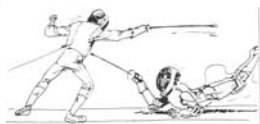


Abnormal fencing action *

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

22

Offences – 1st group

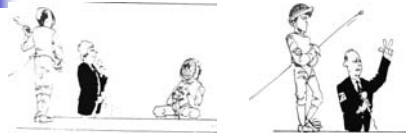


Touches with brutality or while falling *

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	Red

23

Offences – 1st group



Fencer or team member not present upon 1st and then second call. If still not present at 3rd call. Elimination from the competition

1 st Penalty	2nd Penalty	Subsequent Penalties
Yellow	Red	BLACK

24

Offences – 2nd group



t.22 Using the non-weapon arm or hand *

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

25

Offences – 2nd group

t.33 Interruption of bout for claimed injury not confirmed by doctor

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

26

Offences – 2nd group



Absence of equipment control mark(*) t.45/3.a

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

27

Offences – 2nd group



t.87 Dangerous, violent or vindictive action, blow with guard or pommel *

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

28

Offences – 2nd group



t.53, t.66 Deliberate touch not on opponent

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

29

Offences – 2nd group

t.45 Absence of name on back, absence of National colours where required

1 st Penalty	2nd Penalty	Subsequent Penalties
Red	Red	Red

30

When not to award a point

- Non valid touches (t. 48)
- Simultaneous attacks (t. 60, t.80)
- Off the piste or passed (t. 21, t.26)
- Annulments (t. 54, t. 67, t. 68, t. 73)

31

Starting and Stopping the Bout

- Starting the bout (t.18-1)
- Why stop the bout?
 - Touches (t.19)
 - Safety
 - Offences (t.120)
 - Passing (t.21)
 - Minute break (t.30)
 - End of time (t. 32)

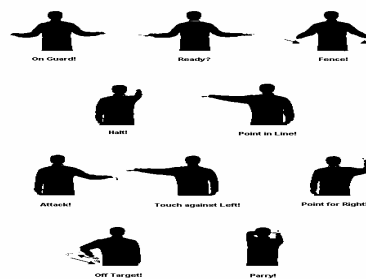
32

Starting and Stopping the Bout

- Placing fencers on the piste after stoppages:
 - Fencing Distance (general, after flèche, after corps à corps, back line) (t.24, t. 25)
 - Distance Penalties (side of piste) (t.102)
- Placing fencers on the piste after awarding a point (t. 17, t.18)
- Use of the clock – introduction to timing rules (t.30)

33

Hand Signals & Words Used in Refereeing (Revision)



34

Hand Signals & Words Used in Refereeing (Revision)



35

General Requirements (Fencing Etiquette)

- Salute (Start Bout) (t. 87)
- Salute and Shake Hands (End Bout)

36

Appendix 1: Official's Code of Ethics

Rationale

- The National Officiating Accreditation Scheme policy is that the responsibility for the ethical conduct of sport in Australia rests **EQUALLY** with:
 - officials, players, administrators, Referees, spectators, media, educators, parents, governments, sponsors, team owners.
- The duty of the sports official is to act as an impartial judge of sporting competition.
- The National Officiating Accreditation Scheme policy is that this duty carries with it an obligation for the official to perform with accuracy, consistency, objectivity and the highest sense of integrity.
- The National Officiating Accreditation Scheme recognises that to preserve and encourage confidence in the professionalism and integrity of officiating, ethical behaviour must first be fostered by officials.
- The National Officiating Accreditation Scheme will promote this in the wider community.

Sports officials have the right to expect that:

- their health and safety are paramount;
- they are treated with respect and openness;
- they are appointed to a level of competition appropriate to their level of competence; and
- they have access to self improvement opportunities.

The Sports Official's Code of Ethics

- Place the safety and welfare of the participants above all else.
- Accept responsibility for all actions taken.
- Be impartial.
- Avoid any situations which may lead to a conflict of interest.
- Be courteous, respectful and open to discussion and interaction.
- Value the individual in sport.
- Seek continual self improvement through study, performance appraisal, and regular updating of competencies.
- Encourage inclusivity and access to all areas of officiating.
- Be a positive role model in behaviour and personal appearance.

Official's Code of Ethics Individual Agreement Form

*For accreditation or re-accreditation to the National Officiating
Accreditation Scheme (NOAS)*



TO: AUSTRALIAN FENCING FEDERATION

I, _____ of _____
Full Name Address

Address cont.

am seeking accreditation/re-accreditation (please circle) for the following National Officiating Accreditation Scheme (NOAS) qualification:

Level Sport Discipline (if applicable)

The AFF Official's Code of Ethics MUST appear on the other side of the Official's Code of Ethics Agreement Form

I agree to the following terms:

1. I agree to abide by the AFF Code of Ethics overleaf.
2. I acknowledge that the AFF may take disciplinary action against me if I breach the code of ethics. I understand that the AFF are required to implement a complaints handling procedure in accordance with the principles of natural justice, in the event of an allegation against me.
3. I acknowledge that disciplinary action against me may include de-accreditation from the National Officiating Accreditation Scheme.

Please refer to the *Harassment-free Sport Guidelines* available from the Australian Sports Commission or contact the AFF, if you require more information on harassment issues.

Signature (if under 18, parent / guardian signature) /_____/_____
Date

The AFF Official's Code of Ethics MUST appear on the other side of the Official's Code of Ethics Agreement Form

Appendix 2: Policy and Procedure for Recognition of Prior Learning and Recognition of Current Competence

Introduction

Participants undertaking NOAS training programs are able to apply for Recognition of Prior Learning (RPL). RPL will be granted when all the stated learning outcomes and performance criteria of the specific training program have been met.

What is RPL?

- RPL is based on the awareness that people learn in many different ways throughout their lifetime – through work experience and life experience as well as through education and training. RPL takes into account a person's skills and experiences, no matter where these were learnt, to enable people to gain credit in a course of study.

RPL principles

- The process of RPL must be quality controlled and delivered by personnel with experience in the sport and in Referee education. These personnel are responsible for ensuring that:
 - **procedures** are fair and equitable
 - **measures** are valid and reliable.

How can prior learning be recognised?

Each training program contains a set of learning outcomes and associated performance criteria that must be achieved before a participant will be deemed competent. In broad terms, the process of RPL involves matching what participants already know and can do with the learning outcomes of the module.

In this way, RPL enables participants to focus on developing skills and knowledge in new areas, rather than re-learning what they already know and can do.

Who can apply

- A person can apply for RPL if they think their prior learning and experience mean they can provide evidence to show that they are already competent in the learning outcomes of the NOAS training course.

Benefits of RPL:

- Speeds up the process of becoming a qualified recreation industry assessor
- Conforms to the requirements for equity in adult education programs
- Avoids the problem of participants having to unnecessarily repeat learning experiences
- Encourages the development of various assessment procedures
- Assesses the candidates' current competence in comparison to the stated standards of competence required
- The RPL process can clarify what relevant skills the participant does and does not possess – so that the learning program can be tailored accordingly.

How do you show evidence of competencies gained via prior learning?

There are many ways that a person can show evidence of the competencies they hold. **RPL can only be granted on current evidence, that is, work that has been completed within the last four years.** Formal qualifications obtained outside the four year requirement must be shown to have been regularly utilised since completion of the qualification. Following are a few examples of the ways evidence can be provided. The person will need to include a variety of these in their application form.

Education and training

- Formal, accredited and informal training
- Copies of certificates, qualifications achieved from other courses, school or tertiary results
- Statements outlining courses and or study that they have undertaken and the learning outcomes/competencies achieved from these

Refereeing related experience

- Resumé of Refereeing experience and positions held, which may include reports from people within the sport
- Copies of any statements, references or articles about the Referee's employment or community involvement
- Relevant Refereeing samples, eg. copies of training programs, videos of Refereeing or officiating or assessment tools, which the Referee has developed and implemented
- Reports on opportunities undertaken, which could include evaluations from courses conducted

Life experiences

- Overview of sport and recreation involvement
- Relevant work or other experiences
- Evidence of home/self directed study which may include a list of recent readings, synopsis of seminars attended, reports of own research/analysis undertaken

Please remember, the above are only examples. The person should provide all the documentation that they can which clearly shows evidence of the competencies they hold.

Recognition of prior learning procedure

If a person considers that they have already acquired the learning outcomes of the specific NOAS training course, they may formally apply to have these skills recognised.

An **RPL assessment panel** will assess the application. The panel should comprise people who are experienced in the areas of:

- adult education
- negotiation skills
- standards enforcement
- assessment methods.

It is also desirable that they are accredited at a higher level than the RPL applicant.

The RPL Assessment can only be carried out when the applicant provides evidence of the relevant competencies that they believe they hold. This is achieved through completing the RPL application form and forwarding this with the required fees.

Appendix 2

The following sequential process has been established as the procedure to be followed when a person wishes to obtain credit of prior learning or current competencies through RPL.

Step 1 – request

Applicants who consider applying for RPL will contact the Course Coordinator, or State or National Refereeing Director, who will provide a brief explanation of the RPL process and advice to the applicant. An RPL application form will then be forwarded to the applicant.

Step 2 – complete application and send to course coordinator

Applicants will utilise the information contained within the RPL application form to conduct a self-assessment against the training program learning outcomes.

Applicants will need to consider if and how they have achieved each learning outcome and if they can satisfy the performance criteria by submitting valid, sufficient, authentic and current evidence.

1. Applicants will need to gather all relevant supporting documentation and complete the RPL application form with honest, clear, complete and concise information.
2. The completed application form with supporting documentation, and the administration fee applying, will then be forwarded to the relevant person within the sport who will arrange for the application to be assessed by an RPL assessment panel.

Step 3 – assessment

- On receipt of an application, the application will be reviewed to determine the completeness and relevance of the documentation. The RPL assessment panel will:
 - confirm acceptance of the application to the applicant
 - advise the applicant of the date for assessment by the RPL panel
 - advise the applicant of deficiencies that must be rectified or addressed before the application can proceed.
- 1. The relevant person will send the application to other members of the RPL panel. The panel should compare the evidence provided by the applicant with the performance criteria. A judgment must be made about whether the applicant wholly or partially meets the requirements. The panel should check that the evidence submitted conforms to the following RPL principles:
 - validity (is the evidence relevant?)
 - sufficiency (is there enough evidence?)
 - authenticity (is the evidence a true reflection of the candidate?)
 - currency (is the evidence recent – obtained within four years?).
- 1. *In the event of partial completion of the learning outcomes, the panel should outline which performance criteria still need to be achieved, and preferably what evidence is still required.*

Options include:

- supply further supporting documentation
 - complete certain assessment activities
 - complete parts of a training program
 - work with a mentor to obtain the required competencies.
1. The RPL panel will complete and return the assessors' reports with recommendations for the applicant.
 2. The relevant person will collate the recommendations from the RPL panel and submit a report and decision to the applicant.

Appendix 2

3. The RPL panel may need to meet to discuss issues with the applicant during the assessment process. The meeting could take the form of a teleconference.
4. The course coordinator, or State or National Refereeing Director will keep records of all RPL applications for seven years.

Step 4 – notification

- The relevant person will notify the applicant of the decision within two months of receiving the application.
- Successful applicants for RPL will receive the appropriate certification/accreditation, and where appropriate, will be placed on an ASC database.

Step 5 – appeal

- The applicant has the right to appeal the RPL assessment panel's decision, if they believe the decision is unfair, unjust or the panel has misinterpreted the evidence.
- In the case of an appeal, a new assessment panel will be established that will consist of the following personnel:
 - one of the original RPL panel
 - an independent qualified assessor.
- The new assessment panel will review all material available and make a decision to either:
 - grant recognition
 - or
 - deny recognition.
- The RPL review assessment panel will notify the applicant of the decision within two months of receiving the appeal.
- The decision of the RPL review assessment panel will be final.

RPL Application Form

SECTION 1 – Personal details

Name:

Organisation:

Position:

Address:

Postcode:

Phone: Fax:

Mobile: Email:

SECTION 2 – Evidence (COMPULSORY)

Learning outcomes

Please refer to relevant assessment criteria (unit and elements of competency) for the level applying for.

Summary of evidence provided

Please supply evidence relating to each performance criteria in the form of education and training, work related experiences and life experiences. Please attach copies of documents and /or references to the application form.

Examples	Examples
Unit 1. Introductory Refereeing	FIE Licence/National Referee Licence/Certificate of participation in referee course - copy of relevant item(s) attached
Unit 2. Role Of the referee	Evidence of participation in referee course

<<Note: Continue to insert extra spaces for additional learning outcomes and assessment criteria>>

I declare that the evidence I have provided is a true and accurate record of my work and life experiences:

.....
Signature of applicant.....
Date

Payment

Applicants must pay an RPL administration fee.

Amount payable: \$.....

Cheque/money order enclosed payable to:

RPL Assessor Report (Club Level)

Applicant's name:.....

Learning outcomes / Assessment criteria	Evidence Supplied	Validity <i>(is the evidence relevant to the performance criteria?)</i>	Sufficiency <i>(is there enough evidence?)</i>	Authenticity <i>(is the evidence a true reflection of the candidate?)</i>	Current <i>(is the evidence recent? obtained within the last four years?)</i>	Comments
Introductory Referee	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
Role of the referee	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
People Management	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
Environment Management	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
Self Management	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	
Decision Making	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	

All performance criteria met: (please tick)

YES

NO (please provide advice to the applicant of what evidence they are still required to supply)

Date of Assessment:.....

Name of Assessor:.....

Position:..... Contact number:.....

Assessor's comments	Recommendations

Appendix 3



REFEREE ACCREDITATION

Four Year Updating

To comply with the national directives of the Australian Refereeing Council and to implement the National Officiating Accreditation Scheme for Fencing, the following guidelines have been approved for Referees to remain active on the ACC register.

Club Referee

- Maintain AFF and ASC Registration
- Demonstrate 24 hours (6 hours/year) of hands-on refereeing *and either complete*
- the next level of accreditation (Competition Referee Level B) *or*
- Complete activities from the following areas (total of 24 points)

General Refereeing (12 points required)

Activity	Points
First aid / Sports Trainer's Course.	4
Approved ASC Officiating Level 1 (or equivalent) Course	16
Approved ASC Officiating Level 2 (or equivalent) Course	24
ASC organised event or course	4
Officiating Seminar / Workshop	1pt /hr

Fencing Specific (12 points required)

Activity	Points
Assist with presentation of Unit of Level 0 Course (minimum of 1 hour)	4
Practical Workshop (3 hrs)	3
Practical Workshop (6 + hrs)	6
Referee at State Competitions	2pts/Yr
Weekend / Live-in workshop or camp	6
Present lecture at Referee Course	6
Complete / Conduct AFF Refereeing B Course	24
Any other event / course approved by AFF NCD	As appropriate

Appendix 4

Assessment tasks:

1. Demonstrate the ability to correctly use appropriate hand signals during 3 bouts (Foil, Epee & Sabre)
2. Demonstrate the ability to award touches according to the rules of the weapon and award penalties during a bout
3. Demonstrate understanding of group 1 & 2 offences.

Purpose of assessment:

1. Enable the candidate to demonstrate competency in use of hand signals during bouts
2. Enable the candidate to demonstrate competency during a bout when awarding touches and penalties.

Assessment conditions:

The candidate will;

1. Have access to an appropriate sporting venue to undertake the assessment task. (provided by the State or Territory Association).
2. Have fencers willing to bout electrically or have a video of an appropriate bout.
3. Be permitted to re-present for assessment, at a time agreed to with the assessor.

Evidence required

1. The candidate is required to demonstrate all of the performance criteria as set out in the checklist(s) below.
2. The candidate may be questioned after the session to further demonstrate their competency.
3. The candidate must demonstrate the performance criteria consistently throughout the session (ie at least once, preferably more than once.)

Assessment arrangements: The assessment activity will take place on the / / at the

_____ (Assessor to fill in details)

Name of candidate: _____

Organisation/Club: _____

Candidate contact: Phone: _____ Fax: _____

Assessor(s) name: _____

Assessor(s) contact: Phone: _____ Fax: _____

Appendix 4

Assessors please indicate (√) number of times competency demonstrated.

Performance Criteria	Competency Demonstrated (√)			Comments	Not yet competent
	Bout 1	Bout 2	Bout 3		
Before Bout					
Perform Safety checks					
Check circuit/weapons (lame or guard)					
Observe Salute					
During Bout					
Correctly execute following hand signals;					
On Guard					
Ready					
Fence					
Halt					
Attack					
Point(s)					
Parry					
No					
Simultaneous					
Non Valid					
Award penalties that may occur during bout					
Correctly verbalise result or relevant penalties - during questioning or bout of the following;					
Fencer leaving side of strip;					
To avoid being hit					
After passing opponent					
Fencer leaving rear of strip					
After halt for Simultaneous call					
End of three minutes in 5 point bout					
End of 5 point bout					
End of three minutes period in 15 point bout					
Award Victory to Fencer					
Fault Finding					
Correctly identify fault in equipment					
Correctly award penalties /annulments associated with faulty equipment					
Decision Making					
Correctly apply Right of Way rules					
Correctly verbalise the ROW rule					
Score Sheet					
Correctly fill out bout score					
Correctly verbalise or demonstrate actions once all bouts completed					

Appendix 4

Result:

Candidate has achieved competency

Candidate is not yet competent

Reason for decision (if unsuccessful)

Assessor signature(s): _____ Candidate signature: _____

Date: _____ Date: _____

Comments/feedback on assessment process from assessor.

(Please comment on any problems, recommendations for modification to assessment procedures)

If the candidate has comments or feedback please ask them to fill out the candidate feedback form.

Appendix 4

Suggested Situations to be created (fencers bouting) or shown on video to test referee

Safety Checks

- Mask Bib tucked under mask
- Mask Elastic unattached
- Fencer not wearing glove
- skin exposed between Jacket and Breeches
- Required spare equipment not present
- Torn clothing (if old Jacket available)

Check circuit/weapons (lame or guard)

- Lame zip cover folded over creating off target area
- Mask clip or Lamé clip incorrectly attached

During bout

- Cover Target with arm
- Mask clip or Lamé clip not attached
- One foot steps off strip
- Fencer fleches' past - stays on strip
- Fencer fleches' past – leaves strip
- Fencer steps off end of strip
- Weapon fails weight or gauge tests
- Fencer requests check of weapon after hit
 - Weapon works
 - Weapon not working

Evaluation Questionnaire

Please answer questions by circling a response, and by offering comments if you wish.

1. To what extent did this course meet your expectations?

Not at All 1 2 3 4 5 Completely

2. Was the balance between practical and theoretical material adequate?

Not at All 1 2 3 4 5 Completely

3. Were the sessions well organised?

Not at All 1 2 3 4 5 Completely

What improvements are needed?

4. Comment on the program format. (e.g. Sections to eliminate, time allocation, timetabling)

5. Was the course too long?

Yes / No (please circle)

6. Was the venue suitable for the needs of the course?

Not at All 1 2 3 4 5 Completely

7. Were the accommodation and meals adequate?

Not at All 1 2 3 4 5 Completely

1. Comment on the general abilities of the lecturers/presenters by circling the appropriate number:

	Poor	Fair	Average	Good	Excellent
Knowledge of subject	1	2	3	4	5
Teaching skills	1	2	3	4	5
Planning/preparation	1	2	3	4	5
Enthusiasm	1	2	3	4	5
Time for questions	1	2	3	4	5

Appendix 5

9. Are there any further topics that you would like to gain competencies in?

10. Was the pre-course correspondence sufficient? If no, why?

Not at All 1 2 3 4 5 Completely

11. In preparation for the course, were the reading/tasks helpful?

Not at All 1 2 3 4 5 Completely

12. Was the supervision and feedback of Refereeing/officiating practice adequate?

Not at All 1 2 3 4 5 Completely

13. As a club or school Referee/official was the training program useful and relevant?

Not at All 1 2 3 4 5 Completely

14. Do you understand all the procedures involved to gain your qualification?

Not at All 1 2 3 4 5 Completely

15. What aspect of the course was most helpful and why?

1. The bout score is 4-4 in a 5 hit bout. 3 minutes have elapsed

- A The Referee draws lots (coin toss or scoring box) to determine priority. The timekeeper continues timing between “Fence” and “Halt” for one minute.
- B The Referee draws lots (coin toss or scoring box) to determine priority. The timekeeper continues with running time for 1 minute.
- C The Referee draws lots (coin toss or scoring box) to determine the winner of the bout.

2. Is a hit which arrives with an action that starts after the referee calls “Halt” ever allowed?

- A No.
- B Yes. For an immediate valid riposte.
- C Yes, for a valid simple attack.

3. When a “Halt” is called “X” and “Y” are close but not in body contact. “X” is within his last 2 metres.

- A Place “X” on guard with one foot behind the rear limit, “Y” retires to normal fencing distance
- B “X” remains in place, “Y” retires to normal fencing distance
- C “X” is placed on guard at the rear limit, “Y” retires to normal fencing distance

4. During an action fencer “X” leave the side of the strip.

- A Call “Halt” and replace “X” where “X” left the strip
- B Call “Halt” and place the fencers on guard with the point where “X” left the strip as centre
- C Call “Halt” and allow opponent “Y” to advance 1 metre

5. A "Halt" is called when "X" retreats off the side of the piste as "Y" simple attack lands valid

- A Award hit for "Y"
- B Award hit for "X"
- C No hit awarded

6. "X" stops in good faith during a phrase and is hit valid by "Y"

- A Award hit for "Y"
- B Award hit for "X"
- C Annul hit for "Y" only if there were loud and confusing noises

7. When may a Referee's reconstruction of a phrase be protested

- A When the referee is incompetent
- B When the fencer considers the decision incorrect
- C Never

8. "X" executes a fleche. After scoring a valid hit "X" continues past "Y" and then leaves the strip with both feet

- A Award the hit to "X"
- B Annul the hit, distance penalty to "X"
- C Annul the hit, "Y" holds ground and "X" assumes normal distance

9. "X" is losing 4-2. "X" has been previously penalised for using the unarmed hand. "X" leaves the strip to avoid a hit

- A Call "Halt" and penalise "X" only in foil and sabre. Score is now 5-2
- B Call "Halt"; award penalty hit for "X". Score is now 5-2
- C Call "Halt"; remove hit from "X" score; score is now 4-1

10 A fencer has been warned for crossing the lateral boundary to avoid a hit. The fencer subsequently replaces a weapon with one that is non-conforming to the rules. Fencer receives a;

- A Yellow Card
- B Red Card. Point to opponent
- C Black Card

11 "X" refuses referee's request to come on guard

- A Yellow card
- B Red Card
- C Black Card

12. "X" turns his back in an action after having been warned for the same fault in the same bout.

- A Yellow card
- B Red card
- C Annul the next valid hit made by "X"

13. "X" refuses to obey the orders of the referee after a warning for the same fault in the bout

- A Yellow card
- B Red card
- C Black card

14. During a halt following an action, the hand judge observing “X” announces the off target hit was due to “X” covering valid target. As referee you disagree.

- A Only the hand judge’s opinion is counted. Penalty against X and hit awarded to “Y”
- B Only the referees decision counts; off target decision remains
- C Referee consults both hand judges and then makes decision based on what both judges observed

15. Before the command “Fence” is given, “X” establishes the line

- A Give the command “Fence”
- B Instruct “X” to remove the line
- C Penalise X for refusing to obey the referee

16. In foil. “X” makes a simple attack that hits valid. “Y” hits the floor registering off target while trying to parry the attack before the attack lands

- A Award hit for “X”
- B No hit awarded
- C Hit awarded and red card against “Y”

16a. In Epee. “X” makes an attack that hits valid. “Y” hits the floor registering a hit while trying to parry the attack.

- A Award hit for “X”
- B No hit awarded
- C Hit awarded for ‘X’ and annul hit for “Y”

17. In Sabre. "X" begins an attack even though "Y" has established a line. To have right of way 'X' must

- A Force "Y" to retreat resulting in loss of the right of way
- B Make a simple attack
- C Deflect "Y" line or cause "Y" to withdraw the line

18 Fencer "X" is being attacked, he intentionally touches the ground outside the metallic strip to cause a halt prior to being hit.

- A Call "Halt", have the scoring device reset; continue fencing
- B Red Card for "X"
- C Yellow Card for "X"

19 In Epee. The score is 5-5 in a pool bout before the expiration of time. A double hit is scored

- A Award a hit for each fencer; score is 6-6
- B Annul the double hit. Do not return fencers to their on guard lines, continue fencing until a single hit is scored or time expires
- C Annul the double hit; return the fencers to their on guard lines, continue fencing until a single hit is scored or time expires

20. In a double hit situation "X" is clearly hit but "X" 's point clearly hits the ground, off the strip

- A Annul the double hit
- B Award hit for "Y", annul hit for "X"
- C "Y" may decide to have the double hit awarded or annulled

21. The epee spring must push back a test weight of how many grams

- A 500 grams
- B 750 grams
- C 1,000 grams

21a. The foil spring must push back a test weight of how many grams

- A 500 grams
- B 750 grams
- C 1,000 grams

22. In Epee
Just after the second of two hits have been scored by “Y” it is found that the floor cable connected to “X” ‘s reel has become unplugged.

- A Annul both hits for “Y”
- B Do not annul any hits
- C Annul the last hit for “Y”

23. In Epee
A valid hit is registered against “X”. “X” claims the hit occurred on the guard. In testing a small area, oxidation is found which will cause a valid hit to be registered

- A Award hit for “Y”
- B Annul hit for “Y”
- C Call technical committee, if oxidation area has less than 50ohms resistance, annul the hit for “Y”

24. During a phrase “X” scores a hit. After awarding the hit, you see “Y” simply press the tip of the epee and it doesn’t work; “Y” then submits it to you for testing.

- A Test the weapon and annul the hit if it does not work
- B Test the weapon but annul the hit if the weapon does work since “Y” found it to be defective
- C Hit cannot be annulled since the Referee did not make the initial test

25. “X” crosses the lateral boundary of the strip with both feet. What penalty is imposed

- A “X” retreats 2 metres
- B “Y” advances 1 metre
- C “X” advances 2 metres

26. During a phrase “X” is hit. “X” then shows the referee that the body cord became unplugged from the connector inside the guard

- A Award the hit for “Y”
- B Annul the hit for “Y”
- C Annul hit for “Y” if there is a retaining device on “X” ‘s connector

Circle one of A, B or C for each question.

A pass for this examination is 75% or higher.

Question			
1	A	B	C
2	A	B	C
3	A	B	C
4	A	B	C
5	A	B	C
6	A	B	C
7	A	B	C
8	A	B	C
9	A	B	C
10	A	B	C
11	A	B	C
12	A	B	C
13	A	B	C
14	A	B	C
15	A	B	C
16	A	B	C
16a	A	B	C
17	A	B	C
18	A	B	C
19	A	B	C
20	A	B	C
21	A	B	C
21a	A	B	C
22	A	B	C
23	A	B	C
24	A	B	C
25	A	B	C
26	A	B	C

Answer Guide**(Presenters can print this page out on a transparent page to produce an overlay for quick marking.)**

Question			
1	A		
2	A		
3		B	
4			C
5	A		
6	A		
7			C
8	A		
9		B	
10		B	
11	A		
12		B	
13		B	
14	A		
15		B	
16	A		
16a			C
17			C
18		B	
19		B	
20		B	
21		B	
21a	A		
22			C
23	A		
24		B	
25		B	
26			C