

TASK SHEET

CHIEF OFFICIALS / UMPIRE COORDINATOR			
TASK	RISK FACTOR	EXPECTED OUTCOME	WHEN
Officials/umpires Standards	H	Ensure all officials/umpires under your charge receive the training, support and information they require to know the rules of the game.	Prior to season starting
	H	Provide officials/umpires with induction training and provide them with the supporting information required to complete their task successfully: such as <ul style="list-style-type: none"> How to Know & Interpreting the rules Codes of behaviour Managing risk /Equipment safety Child protection Reporting requirements Penalties for non compliance 	Prior to season starting
	H	Conduct mini random audits of officiating standards during the season.	Randomly
Child Protection	H	Monitor officials/umpires in relation to them implementing the standards set by the club, sport and the law.	Randomly
Technical Delivery	M	Assist officials/umpires (especially new officials/umpires) with their development by mentoring and overseeing their progress during the season.	Pre Season/Mid Season
	H	Act on any report provided by any official /umpire having difficulty understanding the technical requirements of officiating.	Always
Risk Management-	H	Highlight the key risks to all club officials/umpires associated with playing the game, specific age groups surrounding, weather extremes, & the strategies required to reduce or remove the risk.	Pre, mid, season
Head Officials/umpires Administration	H	Complete all the forms required of the Head Officials in the timeframes required- Such as <ul style="list-style-type: none"> 	Pre- post season
	H	Ensure all officials/umpires understand their administration obligations and requirements.	Always

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KEY RISKS

Environmental Risks	<ul style="list-style-type: none"> Ensure key risks associated with the activities, specific age groups, surrounding environment, weather extremes are explained to all officials prior to the commencement of duties. Players only participate when the sports area and surrounds conditions are safe for their ability and age.
To Players Safety occurs when	<ul style="list-style-type: none"> Young and new officials/umpires are not provided with the support and mentoring required to ensure the safety of participants When officials/umpires do not have the skills to manage the teams or participants age (standard).
To Head Official occurs when	<ul style="list-style-type: none"> Resources are not provided for officials. Poor communication occurs with committee and/or with officials under your charge.
To Officials Numbers occurs when	<ul style="list-style-type: none"> Officials don't enjoy the experience <p>To reduce this risk:- provide officials with the support and recognition they deserve. Be respectful and supportive remembering everybody learns differently...if the experience is good they will sign up for another season.</p>

NAME OF POSITION HOLDER:

SIGNATURE OF POSITION HOLDER:

DATE / /
