



Churches Football Association Sydney Inc.

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REFEREES

GUIDELINES



The Association

Brief history

The Churches Football Association Inc was originally formed in 1920

The object of Churches Football Association Sydney is to foster and develop the game of soccer among the clubs of the churches of New South Wales.

Churches Football Association Sydney competitions cover all age groups from under 6's through to our Premier League in the all age. Churches Football Association Sydney covers a large part of the Sydney metro area.



How to become a CFA Sydney Referee

You must complete the online Laws of the Game Exam. Once you have successfully complete this, email to secretary@cfasydney.com.au , along with your contact details and a passport size photo

Web site link <https://laws.myfootballclub.com.au/users/signup>

Once this is complete the referees co-ordinator will contract you and arrange a field test.

If you have any queries with regard to refereeing , then please contact:

T: 0458 003 495

E: referees@cfasydney.com.au

Introduction

Welcome to refereeing for the Churches Football Association Sydney. Now that you have learnt the rules and passed your referees' exam, it is now time to join the real world and referee your first game. These guidelines will not only help you through your initial period but also become a valued resource you can refer to throughout your career.

You are now a respected and trusted member of the refereeing fraternity. This document gives you a brief overview of refereeing's requirements in the CFA Sydney Inc. While these requirements are little different from those in other associations, we believe that all our referees will benefit from a resource that they can refer to in order to be fully informed of the details of this association's administration of the sport.

Our more experienced referees will find this resource to be of great help as well. Although most of the material will be familiar to our regulars, there has been an attempt to clarify and standardize certain aspects of our performance. The chapters on "At the Ground" and "Treatment of Others" will, no doubt, offer little new in the way you referee. However, the notes on "Decision Making", "Dissent" and "Field Position", among others, will help to improve the knowledge of all referees and set a standard which will guarantee consistent, knowledgeable and sustainable refereeing performances across all our playing grades.

As referees, we are in a unique position to observe the changing face of our association. Not only do we have the best place to view every game, but we also have the chance to monitor the general attitude and sentiment of the association in general and the teams in particular. If you, as a referee, think you have some quality feedback on the association that you think may be of importance, then please share it with the referees co-ordinator, president, secretary, or just talk about the subject with a few of your refereeing colleagues. Getting things out in the open where they are obvious and observable is one of the great ways to start making this association a better place to play soccer.



The Competitions

The Association's normal competition runs from the first Saturday in April to the last Saturday in August, with no games being played over Easter. The semi-finals, final and grand final for each division are usually held on the last three Saturdays in August respectively. The senior competition comprises the Premier League, Raahuage Cup, Sydney Cup - each of these divisions has first and reserve grades for each team. Challenge Cup is a single Team competition. The junior competition runs from Under-6 to Under-16.

The senior & junior referees' convenor allocates referees for all games. You can check your referees log in <http://referees.cfasydney.com.au/> to see what games you have been allocated for the week.

The association's Senior and Junior Referees convenors allocate referees and linesmen for all finals games, according to their season's performance, experience and aptitude.

There is also a senior midweek knockout competition, usually played from May to July. You will only be allocated games in this competition if you have told the convenor that you are available. Most referees limit themselves to one evening per week. There are up to three games played each night, one for each of the three referees. You will be expected to run lines for the games you are not refereeing. The games are held on Tuesday, Wednesday and Thursday nights, depending on the number of teams playing. The convenor will ring you to advise you of your game(s).

On the June long weekend, there is a six-a-side knockout competition arranged for all teams. This has quite a carnival atmosphere, and referees are asked to donate their time on either the Saturday (for the junior teams) or Monday (seniors). These games are usually played in a very sporting spirit. Please think about giving some of your time to help make the six-a-side tournament successful.

Uniform

The uniform for CFA Sydney referees is:



- shirt
- shorts
- socks
- black boots
- optional - cap, jacket

Shirts, shorts, socks, and caps can be obtained through the association at no charge to the referee.

You will need a minimum number of extra pieces of equipment for each game, as follows:

On the field

- two pens and/or pencils
- whistle (with wrist strap)
- two timepieces (at least one should be a stopwatch)
- disciplinary (red & yellow) cards
- coin
- flags

Off the field

- linemen's flags
- spare whistle
- spare team sheet(s)
- rule book
- spare eyewear (if you need glasses)
- suitable refreshments

Laws of the Game

The bible for referees is the official FIFA Laws of the Game, approved by Soccer Australia, called “Soccer Rules!”. The laws were substantially rewritten for the 1998 season, and all referees should equip themselves with this version as their latest reference at the very least. Minor annual revisions are usually made by FIFA, and you can add each modification to your latest copy.

Keep in mind, though, the “Soccer Rules!” book is your first and last reference for any problem you may have on the field. It contains many valuable and interesting articles on match control and rule interpretations. Read it often.

This association adopts all the FIFA laws for the games it organizes, however we may have local rules as well.

Rule Knowledge

Nothing will give you confidence in a feisty game situation like knowing without any doubt that you are right. This confidence will only come from knowing the laws of the game extremely well. You should be reading the rule book, carefully and slowly, at least once at the start of each season and then again before the semi-finals start. You will be surprised with what you pick up.

To reinforce this, and to keep up with what appears to be annual rule revisions by FIFA, it will now be necessary for all referees to undergo a Laws of the Game review exam once every few years.

Along with the FIFA rules CFA Sydney rules and guidelines should also be read.

Fitness

“As you get faster, the game slows down.”

Most of us will never pass a FIFA fitness test. That’s OK, because most of the players we referee will never play for their country. However, players train, usually once per week, and so should referees. Gone are the days when a referee can justify running a game from the centre circle. Maybe it is time we all got into better shape.

One month before the season starts you should be starting to watch your diet, go for a few jogs each week, and try to lose your “summer sloth” spare tyre. Then once the season starts, you will be way ahead, fitness wise, in keeping up with play. A jog or two each the week during the season - maybe less if you are running mid-week games - will help you maintain match fitness and also be of benefit in the warmer helter-skelter of semis and finals.

All Premier League and Raahuage Cup first division referees should be able to do a simple fitness test every year. Nothing too energetic, just something to show that your stamina and speed are up to the standard needed for our best players. The test should be a simple and practical one - ten runs up and down a sideline of a soccer field, each direction in about twenty seconds, varied according to age and the divisions refereed, with forty seconds between each run. This ten minute test will examine your pace, stamina and recovery rate. All referees are encouraged to strive for this level.

Attitude

A referee with an attitude problem is a dangerous accompaniment to any soccer match. Referees must be approachable and reasonable at all times. This is necessary to calmly, clearly and consistently control each match according to the laws of the game. Hot-headed referees are in the same category as hot-headed players - their behaviour is governed by their feelings and emotions, not by their common sense and wisdom.

Some common attitude problems are:

Get Even - "These guys gave me a hard time last time I refereed them - I'll show them today." Referees thinking like this go into a game with a bias towards one team - each game should be approached with an open mind.

Bad mood - "No one is going to step on my toes out there - I'll caution the first one that speaks out of turn." Referees need to be consistent from one week to the next, and not let outside influences such as family, work or traffic hassles direct the way they control a game.

I'll get them - "This team is known for its aggression - I'll calm them down with a few early cautions." Again, this predetermined attitude about a team is dangerous, and can lead to wrong options during the game based on a prejudiced view of a team.

I'm the boss - "No one will dare question my authority, or it's in the book for dissent." This supremacy attitude shows in an arrogant, condescending and disrespectful attitude to the players - hardly an enticing atmosphere for mutual respect.

Boring - "I always referee Premier League - this Fourth Div. game will be a breeze." A slack attitude to the importance or difficulty of a game is tailor-made to bring a referee grief. A mindset like this can lead to a lack of concentration with resultant missed calls. Every game is important, especially to the players. It should be so with referees as well.

Forgive and forget - This is a very worthy Christian trait, but unfortunately is out of place on the soccer field. In this case, the one doing the forgiving, the referee, is not the one who has been fouled. This attitude is unfair to the team which, having been fouled, rightfully deserves any compensation by way of free kicks or disciplinary action that it is entitled to under the laws of the game.

Attitude – Summary

At all times, attempt to adjudicate in a level-headed, even-tempered and unbiased manner, with full knowledge of the laws of the game, according to the discipline standards of this association.

Referee each game as though it were a grand final, and the grand final as though it was just another game.

Use commonsense and your personality when defusing touchy situations. No one wants to see robots with whistles, but remember that soccer is a game for the players - referees provide a service to that game.

Decision Making

The basic requirement of a good referee is the ability to make a quick, accurate decision in a complex situation. Often this is reasonably easy - most fouls and misconduct are quite obvious. But at other times the right decision is difficult due to several incidents occurring at once. What you decide at times like this is crucial to the players' confidence in you, and your ability to maintain control of the situation.

So, here is a useful decision-making series of questions you need to answer every time you go to blow the whistle.

Was a foul committed? This should be black and white in your own mind. If there was no foul, then you wouldn't have stopped the game. If there was a foul, will the team which was offended against gain a clear advantage if play continues? If so, call and signal "play on" to avoid confusion. Maybe the foul was serious enough for a card - decide whether to stop play now, or administer the discipline at the next stoppage. Keep in mind that, if the foul warrants a red card, it is usual to stop the game immediately.

Was the ball in play at the time? If it was, then play must restart with an appropriate free kick to punish the foul. If the ball wasn't in play, then play must restart, regardless of the type of misconduct, with the applicable throw-in, goal kick etc.

Did the incident occur on the field of play? If so, then you must restart the game from the place of the infringement. If not, play restarts with a drop ball from where the ball was when you stopped play.

Is disciplinary action necessary? Calmly decide if the player(s) concerned should be cautioned or sent off. Make your decision according to your view of the incident, common sense, and the disciplinary standards elsewhere in this document. The standards are necessary to ensure consistency between referees. The players have also seen the discipline list - they should know what to expect from you.

Was there more than one incident? The restart is determined by the first foul, even if you didn't stop play until someone retaliated. A player's discipline, if necessary, is governed by the worst foul or misconduct he commits.

Was the culprit a "legal" player? If one of the 22 players committed the foul, the restart is a free kick from the place of the incident. If a named substitute (not yet called upon to play) or someone else, then the restart must be a drop ball from the place the ball was when you stopped play.

How do I restart play? A commonly made mistake is to restart the game in the incorrect fashion. Naturally this will depend on the answers to the previous questions. Work through some examples in your head before being confronted with a problem situation on the field. Check in the rule book to see if you are right. Check the restart table in the appropriate appendix at the end of this document.



At the Ground

Keep the following points in mind when you decide on the match-day ritual most suitable for you.

Preliminaries

- arrive 20-30 minutes before kickoff
- Ask the manager are they ready to start
- check the field for: markings and flags
nets in place and secure, with no holes
any dangerous places, e.g. cricket pitch
- warm up with a few jogs. This can be part of checking the field.
- keep urging the managers to finish the card
- ask each manager to appoint an associate referee as your assistant
- talk to your assistants and brief them on what specifics you need them to do

The game

- whistle for teams to complete their warm-up and line up in centre field
- Check the player equipment is safe.
- check boots and shin pads for suitability
- ask players to remove dangerous items such as watches, jeweled rings, bracelets and earrings. You are the one who decides on this, not the players or managers
- arrange toss of coin and announce ends - mark the card with the team to kick off, and the start/stop times for the half
- check linesmen, the number of players per team, and your watches
- start the game



Treatment of Others

According to the laws of the game, the referee has “full authority to enforce the laws of the game in connection with the match to which he has been appointed”. This authority starts when the referee arrives at the playing surface for his match preparations, and extends through your first match until you leave the ground after your second match. This does not mean, however, that the referee should act as though he owns the place. Nothing alienates players and spectators more than a referee who is not approachable and friendly before the game. Remember you are there for one purpose - to control the game(s) according to the Laws of the Game, not to play dictator. Keep the following points in mind when you referee.

Players

These guys are the life and soul of the association. Always treat them with respect and patience, even if this is sometimes not reciprocated, and never lose your temper or self-control. Remember to use the magic words “please” and “thank you” when asking a player to do something. Keep in mind that you are a referee, not a scolding parent, so there is no need to lecture players. You must assume they all know the rules (although this is sometimes far from the case) and punish foul and/or rough play as per the Laws of the Game and these guidelines. Finally, if a player asks you a question in general play, for instance how long to go, you are obliged to answer. A referee is not to embark on a power play regarding basic information concerning the game, and players are entitled to know such details as they would be able to learn if they were playing at a stadium, e.g. time to go, the score.

Associate referees

ARs are an endangered species, and should be treated as such. They have usually been coerced into their situation by a club desperate to fulfill this association's requirements, simply because there are not enough referees to go around these days. So it is important for you to encourage and support them, and thank them for their help and involvement after each game.

Before each game you might like to remind them of their duties, which include:

- their position - last line of defence or half way
- signal when the ball is out of play
- indicate which side gets the throw-in or goal/corner kick
- offside - this is usually the most important aspect of their work
- keep an eye on back play when the ball is up the far end of the field
- any fouls they think you haven't seen

After the game, if one of them has done an outstanding job, you might suggest he would make a great referee when he gives up playing! Sowing the seeds for future referees is very important.

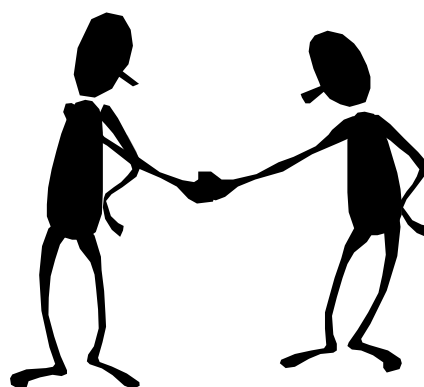
Managers and coaches

These gentlemen are often senior club staff who have had a long and distinguished playing careers themselves. Again they should be treated with respect, as they have probably seen more referees than you have run matches. However, be firm with them and insist that they complete their duties as far as the match card is concerned. Keep in mind that some managers are very free with their advice to new referees, and while some of this advice will be worthwhile, it is usually given in the hope of obtaining some short term gain for their team, such as changing your stance on a particular issue. Be sure to run any new idea gained in this way past your fellow referees before you adopt it.

Spectators

Technically these people are not within your jurisdiction. They are usually just family or friends of the players and are at the game to enjoy his or her participation in the event. Mostly your contact with spectators will be to chat with some of them before the game, and listen to their good-natured, if sometimes ill-informed, comments to you during play. So long as things don't get violent or really abusive, you have a good group of spectators.

However, if things do get out of hand and spectators come onto the field without your permission, or act threateningly towards the other team's players, you as referee have the responsibility to suspend or terminate the game as the situation demands. You might like to go through a team's manager or coach and ask him to talk to a particular group of supporters if you feel that is appropriate. Whatever happens though, always think of the safety of the players first.



The Whistle

For both players and spectators alike, the whistle is your badge of office. Use it carefully and with authority - don't toot it like a toy. When stopping play for a foul, or signalling a goal, blow the whistle with a force suitable for the occasion. It is not necessary to blow every time the ball goes out of play, as it is usually obvious when this occurs.

The laws of the game require the referee to signal, usually a whistle, for the restart of play ONLY for kickoffs and penalties. All other restarts do not require a signal from the referee - instead, the players are left with the decision of exactly when to restart play. However, you, as referee, have the right to speed up, delay or retake the restart of play if there is something about it which is not to your satisfaction.

Generally speaking, if you whistle to stop play for any reason, such as a foul or a goal, then you should restart play with the whistle as well. This indicates to players and spectators alike that the game is once again underway. There are some exceptions to this. Whistle before, not during, a drop ball situation - if you whistle as the ball hits the ground, players might think you are stopping play again. At free kicks, the attack may choose not to wait until the defence has retreated the ten yards. If they take a quickie, you should signal play-on (if you are happy with the situation) rather than whistle to indicate the already restarted play. Another exception would be if you whistled to bring play back for a throw-in which only you and the linesman noticed - it is hardly appropriate to whistle again when the throw is about to be taken.

The new style of pealess whistle is highly recommended. There are some very forceful and inexpensive models, including the Fox 40 Classic (the best!) and Acme Tornado. The old style Acme Thunderer sounds like a paper boy's whistle by comparison.

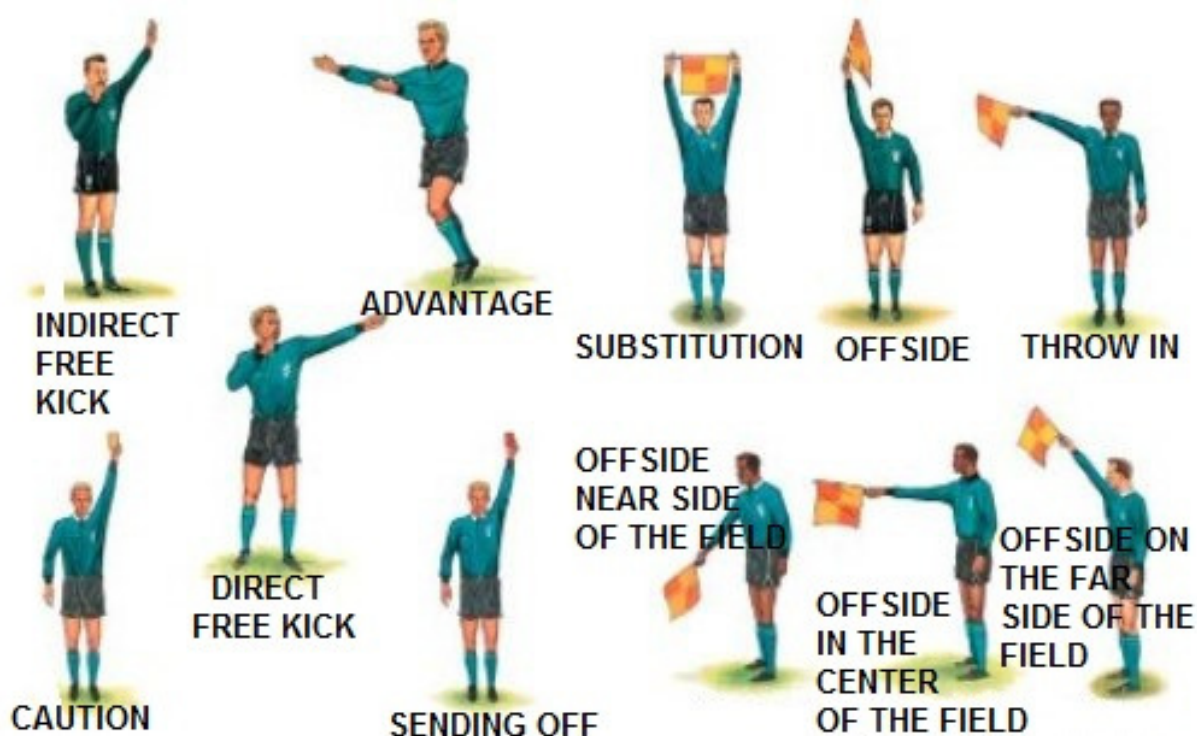
Some referees keep the whistle in their mouth. This is highly dangerous if you trip or get hit by a wayward arm or the ball. Use a wrist strap instead.

Remember, no one goes to a match to hear the referee blow his whistle for each and every stoppage. Keep the whistle for when it is needed, and then use it with authority.

Signals

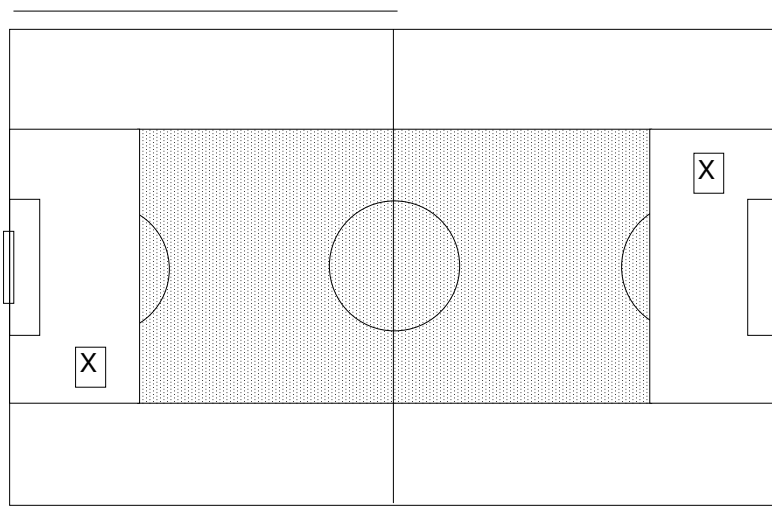
The direction of a throw or free kick should be by a outstretched arm in the direction that the team getting the decision is running. Signals for goal kicks should point downwards to the goal area, or upwards to the respective corner flag for corner kicks. Keeping your elbow straight and your hand outstretched makes it easy for all concerned to see what your decision has been. Also, you should keep making the signal, even if you are running, for about three seconds, giving players the time to stop their momentum and look at you. It is neither necessary nor desirable to keep signalling until the ball is back in play.

Remember that your voice can be used as a useful substitute if you are close enough for all players involved to hear, e.g. "blue ball" for a throw-in to the blue team. And for those contentious rulings where there is some antagonistic response by the players, your voice and hand signals together give a powerful message of confidence and authority.



Field Position

Generally speaking, the closer you are to the action, the better your view is, the more convincing your position will be to “sell” a decision, and the better placed you are should something nasty occur. Refer to the diagram below - the referee should be prepared to roam throughout the shaded area, depending, as always, on the state of the game. There should be no need to venture into the penalty areas in general play. These are usually crowded and you will only tend to get in the way. Similarly, there is no need to get closer to the side lines than about fifteen metres, or about level with the edge of the penalty areas.



The only exception to this rule is for the taking of corner kicks, penalties and free kicks from just outside the penalty area. For these occasions, a position midway between the corners of the goal and penalty areas, on the opposite side of your assistant referee as shown by the X's in the diagram, is the one that offers the best view of the action without becoming involved in the play.

You will see that, by keeping to the shaded area, the actual part of the field you need to cover is substantially reduced. In fact, nearly two thirds of the field is not required to be physically patrolled by using this method. This should give all referees confidence in their ability to always remain close to the play.

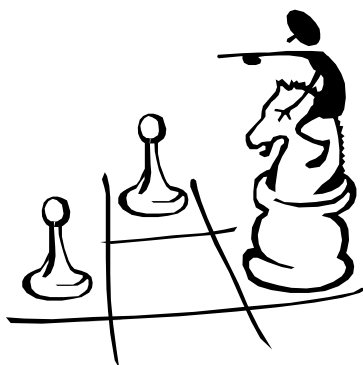
Always attempt to position yourself so that play is between you and the appropriate linesman. While this isn't always possible, it is preferable because any flag will instantly get your attention, and checking for a possible offside decision will be quick and easy.

It can be seen from the diagram that the referee really has a roving commission to be near the play at all times. FIFA encourages this over the straight diagonal system once recommended for referees.

A good rule of thumb that you are keeping up with play is to be able to signal the position of each throw in by being level with the point where the throw is to be taken (and no closer to the side line than the edge of the penalty area). This means that you are moving with the play, and are prepared to be in a good position for the resumption. The exception to this rule is when the throws are to be taken closer than eighteen yards from the goal line. Remember, these throws are outside the shaded areas of the field where we recommend the referee

patrols. For these throws, just point to the spot, talk to the player concerned or allow the linesman to indicate the spot for the throw.

In general play, walk quickly or jog to keep up with slow play. Although it is always difficult to keep up with a sudden break, you must be at least making an attempt to move quickly in that direction. Don't just leave it to the linesman - he will be busy checking the side line and off-side, and may well be further from the action than you are. Remember, linesmen are there to assist you, not to do your job for you.



Discipline and Control

The players will generally decide how a game will be played. If they want to have an easy afternoon, they will have an easy afternoon, and you will have a good game. On other occasions, the players will decide it is going to be a tough game. They have several things that they remember about the opposition from a previous game and because they decide that is how the particular game is going to be played, then you are likely to have a very difficult game indeed. It is the players who decide how the game is going to be played.

Now the important thing for referees to be aware of is that if the players decide how the game is going to be played, then referees have to decide how the game will be controlled. The control is up to the referee, and a game must be controlled. In fact control is the most important thing for any referee to achieve. The more intense the competition and the more senior the particular league, then the more difficult it becomes to control the game, so your ability to control a game must be flexible according to each game you run.

It is easier to establish control early and then ease up through the game, rather than start easy and then struggle to gain control once things get out of hand. So ideally you establish and maintain control, and the scope of what you are prepared to accept, from the very first foul. If you want tight control, then you will whistle for even the most minor of breaches early on. Playing advantage is rare in a tightly controlled game to avoid the chance of retaliation. Alternatively, loose control will see you stop play only for more serious fouls, and play advantage as often as possible.

Consistency is the key to control, and once you have established your parameters for foul play early in the game, then you must consistently maintain those criteria throughout the game. This becomes easier as the game progresses as the players adjust their style to suit your limits. They will do that, or else you will keep calling them for fouls.

Consistency is also the key for effective discipline, although the intelligent referee will reserve the use of his cards for when they are really needed, and not parade them for minor breaches early on. Look carefully at the discipline guidelines in Appendix 1 - they have been carefully prepared to establish an effective and descriptive bottom line within the Laws of the Game. This line is drawn for all referees and players, so the limits are clear and concise.

The red and yellow cards are your last resort in effective discipline. A quiet word to a player on the run, suggesting he is treading a fine line with his play, will usually result in a change of behaviour. Similarly, warning a player who is infringing the ten yards tells him you are watching him and are aware of his tactics. Also, a player charging in from behind will usually back off when you call out "easy, blue". A problem avoided is a problem solved. Save the cards for when they are really needed, but when that time comes, DON'T TALK - ACT.

When a player crosses the line between ordinary foul play and unsporting behaviour or serious foul play, the time has come for you to implement the relevant punishment as per the discipline standards. To not do so is to reward the offending team, disadvantage their opposition and undermine your control of the game. To only warn a player who should be disciplined sets a dangerous precedent which you will be obliged to maintain - use your cards and disciplinary powers for the sake of effective control.

When carding a player, do NOT march up to him, face to face, and thrust the card skywards in a show of power and arrogance. You are not "busting" the player - you are there to mete out discipline in as calm and unperturbed a way as possible. Stand no closer than two metres away, clearly tell the player he is being cautioned or sent off for such-and-such, and simply raise the relevant card high above your head. Nothing more needs to be said - the card system is part of the game and all players know what they mean. The cards are a means of communicating your decision to everyone at the ground. They are a tool, not a weapon.

Discipline and Control - Summary

Law 5 states: "Each match is controlled by a referee who has full authority to enforce the Laws of the Game in connection with the match to which he has been appointed." And later, "takes disciplinary action against players guilty of cautionable and sending-off offences." Thus referees have both obligation and responsibility to maintain control, and are given the authority to implement methods in order to meet that responsibility.

Your authority starts from when you walk onto the field - your control starts from the first time you exercise that authority. You are not responsible for how the players play the game, but you are responsible for your reaction to that play and the prevention of similar incidents - your control of the game. The grade of the game and the players' competitive instincts will determine the mood of each game, and your job is to control that game. Each game is different, so your level of control must be similarly flexible. Remember that it is easier to maintain control than to rescue it from anarchy, so control the game right from the start.

The Laws of the Game define the offences for which discipline is required, and part of your job as referee is to discipline players as and when it is warranted. Soccer is not a game for cheats, thugs and hooligans, and our discipline standards and LOTG requirements provide the scope whereby the referee can maintain a healthy, competitive game. Use the discipline options at your disposal to maintain a safe and controlled atmosphere.

Dissent

This is a touchy issue. Some referees take a very dogmatic, authoritative view on dissent and will caution for the slightest comment. Other referees allow far too much backchat, considering it to be part of the game and spoken in the heat of the moment. We should be striving for a balance between “rabbit ears” and total deafness.

In fact, spoken expression is as much a part of the game as is ball control, positional play and tactics. Because of this, it can be categorized and handled consistently by all referees across all grades. However, it is important to distinguish between emotional or reactionary dissent and calculated or manipulative dissent - the latter should never be tolerated.

Refer to the table below, taken from the disciplinary standards.

Type	Example	Reason	Action
Reactionary	"Come off it ref" or "What was that for?"	Dissent	Warning, then caution
Abusive	"You don't know what you're doing"	Dissent	Caution
Foul	"What the f#\$% was that for?"	Foul language	Dismissal
Manipulative	"That's worth a caution, isn't it ref?"	Dissent	Warning, then caution

Manipulative - this consists of careful, calculated statements made to encourage the referee to take a particular stance on an issue. Examples like “Why have you cautioned us three times and them only once?” (suggesting you are biased) or “You should send him off for that ref” are common, and are as much dissent as “Come off it ref, a free kick for that?”.

Keep in mind, however, that captains are entitled to bring your attention to situations they believe you might have missed. Even so, this should be done in a restrained manner. As referee, you are not obliged to (and should not) in any way act on a captain's request for discipline or changing a decision if you believe you are right. Thank him and acknowledge the comment. It is when the captains start either disagreeing with your decisions or trying to manipulate you that they cross the fine line between team responsibility and dissent.

Warnings for mild, inoffensive verbal gamesmanship like the examples above should be limited to one per player. A firm and polite “Please keep your comments to yourself” - varied to suit each individual player - is sufficient for most players to understand that you heard them and won't stand for it again. Be aware that this association defines cautionable dissent as physical (a player kicks the ball away in disgust), repetitive (keeps at you after a warning), or abusive (“We're playing against twelve men today” - thereby calling you a cheat). Players must not be cautioned for a first mild expression of disagreement.

Dissent - Summary

Dissent is like cancer - if you don't get it early, it will kill your control of a game. It is very difficult not to take dissent personally. Actually, dissent is almost always directed to the role you are playing on the field, that of a referee, rather than to you personally. If you are coping a lot, then you are either too lenient on dissent or your rule interpretations and match decisions may be suspect. Either way, learn from your mistakes, but during the game, stamp out repeated dissent. Some players know what to expect, but will try you out every match. If you still take it personally, it is far better to get some advice from experienced referees or maybe ask the convenor for some easier games for a while, than to get embittered and depressed to the point where you give refereeing away.

Advantage Play

Soccer is a fluid game with a minimum number of breaks, and these stoppages are only for fouls or when the ball goes out of play. Therefore it is desirable that continuous, uninterrupted play be fostered if at all possible. To this end, the advantage clause was introduced so that the game is not stopped when the offending team would benefit.

The Advantage Clause is a part of Law V. "The referee... allows play to continue when the team against which an offence has been committed will benefit from such an advantage and penalises the original offence if the anticipated advantage does not ensue at that time."

Here is an interpretation and some guidelines for applying advantage.

- Applying the advantage clause indicates the referee has recognized a foul has taken place but elects to refrain from penalising when this would be beneficial to the offending team. In other words, when by stopping play for the foul an attacking position is nullified.
- In order to justify the decision for applying the advantage clause, the **advantage should be obvious, clear and immediate**.
- If the advantage is not realised by the attacking team shortly after the foul, that is, within two to three seconds, the referee should stop the match and award the appropriate free kick for the foul.
- Advantage is given by the referee calling and signalling "play on".
- Even if the advantage is applied, the referee may stop the match when the ball next leaves play and caution or send off a player guilty of misconduct.

When & Where Applied

- Defensive third of field - infrequently
- Midfield - frequently
- Attacking third of field (non penalty area) - most often
- Within the attacking penalty area - **ONLY IF THE REFEREE IS ALMOST CERTAIN THAT A GOAL WILL BE SCORED**. Most teams would prefer a penalty.

There is only a very brief window of time during which the referee can determine that the advantage was or was not realized. The International F. A. Board recommends 2-3 seconds maximum. If, for example, the fouled player recovers, benefits from your advantage call, and later botches the attack by being tackled or mis-kicking the ball, then tough. Life is hard and the Laws were not written to compensate for the mistakes of players. Advantage is the opportunity to launch or continue an attack, not a guarantee that the attack will succeed. Only if the attacking advantage does not eventuate at the time of the foul should you recall the play and award the free kick - two to three seconds max.

Bad days

Everyone has them. When strikers are off, a team won't win. A team will stall if its midfield playmaker has his mind elsewhere, and look out when keepers start fumbling. Nobody's perfect, so it comes as no surprise to learn that referees have bad days too - even FIFA referees have shockers occasionally. The only problem is, when a referee has an off day, everyone gets on his case.

Bad days - What are they?

Those (hopefully!) rare days, where you string a few dud decisions together, seem to get stuck in your memory. A couple of suspect calls - you know, the ones you would give the other way if you had your time over again - can get both sets of players and supporters on your back. This can knock your confidence and you may worry whether the next decision will make matters worse for you. You start to wonder where your next good call will come from. Games where you find yourself thinking "I didn't enjoy that match very much" as you walk off the field.

Bad days - What to do about it

If you find yourself getting a "bad day" feeling, start concentrating on nothing else but the play. Watch the active play at the ball only. Even if your decisions were wrong, do not allow dissent. Stamp it out with warnings (first time per player for minor dissent) or yellow cards. If a bad decision favours one team, NEVER try to even things up to allow a similar incident to go unpunished the other way. Doing this will only cause distress on all sides and players may lose respect for you. Always call the game as it happens, with no thought to whatever poor decisions you made earlier in the match. Keep concentrating on the active play, and your good habits - the ones you have generated over all your previous games - will start to return.

Bad days - Minimize them

Most referees find that it is when they start watching the game as a spectator, rather than looking for fouls, that their concentration slips and they start to miss, or misinterpret, incidents. Your concentration is your most important tool, from your first whistle to the last. A good attitude will help too - go into each game determined to enjoy yourself and not get flustered. Preparation is important as well - your training will develop your level of fitness, while plenty of rest the night before, eating properly and drinking enough fluids will all enhance your performance. And keep something in reserve for the second game. The first grade match is always harder to referee than the reserves'. Plan for this and make sure you have sufficient reserves of stamina and determination to see the whole game through with effective control.

Bad days - Having lots of them?

You will have many bad days early in your refereeing career, and even experienced referees have days they would rather forget. Then along comes a good game, and everything clicks into place.

If you are having more bad games than good ones, then you are definitely doing something wrong. Get the referees' inspector, or a friend, to check you out. Maybe ask for some lower grade games for a while. These are generally played at a slower pace with fewer incidents and less at stake. Doing this will enable you to work on your technique so that your self confidence returns.

If you continue to have bad games, then, just maybe, refereeing isn't for you. Talk to friends or the convenor about possible options. Even if you're not running games, there is still plenty to achieve for this association if you are interested in refereeing.

Bad days - Team protests

These are uncomfortable things. A club has become so incensed, rightly or wrongly, about your performance that its secretary has fired off a written protest about you. These letters are usually written while the blood is still up, so they can contain many

unfounded accusations and generalizations as well as a few facts from the game. They can attack all aspects of a referee, and call into question his integrity, rule knowledge and intestinal fortitude. In fact, a protest letter can make it sound like the whole game was a debacle when it is really only complaining about a few incidents.

The association will pass any such letter on to the referee to reply to. If this happens to you, resist the temptation to sue for libel. Just write a detailed match report including any specific incidents that are raised in the letter. Don't write anything more - don't get personal and don't get mad (you will, but let it go). If you believe you made a wrong decision then say so - this will often be the reason for the protest. If a contentious decision is the one in question, state the reasons why you made the decision thus shedding some light on the subject. In any case, just write down the facts as you recall them and the association will decide on the most appropriate course of action.

Bad days - Learn from them

If it was an unfamiliar law that caused the problem, go home and read up on it. If you are still confused, ring up a friend who also referees and get his or her interpretation. Or bring it along to the next referees' meeting to have dozens of experts give it their best shot.

If your concentration was to blame, then practice watching the active play at the ball for the entire game. You will learn that nothing else is anywhere near as important as the active play at the ball. As you get better and more experienced, your area of concentration will expand from the ball to include more inactive play.

If you made the wrong decisions, look at the section in this document on decision making. Perhaps you restarted play the wrong way, or didn't discipline a player at the appropriate time. Maybe you were unsighted at the time - check on your field position at such times.

Bad days - Summary

Good days are great - your decisions are spot on, there is no dissent, and the players congratulate you on a great job. These times are to be savoured, and kept in the back of your mind for the inevitable bad day. But you will learn more about soccer, refereeing, players and yourself during a bad day. Greg Norman said: "Bad golfers go home thinking about their good shots - good golfers go home thinking about their bad shots and how to eliminate them". If you have made a mistake then learn from it. Think of the whole game as a learning experience and try not to have another one like it. And rest assured that every referee has a bad day from time to time. Welcome to the club.

Bias

If you are having problems remaining unbiased for some teams, whether you are favouring them or their opposition, then it is better that you don't referee them for a while. Ask the convenor to steer you clear of them for the foreseeable future. This is a normal practice and, just as some referees are suited to a particular type of game, you can ask to avoid some games. Whatever happens, you must remain unbiased. Never modify your calls to favour the perceived "good guys" or the underdogs as that is simply unfair to the opposition.

Sometimes in a match one team will seem to be getting all the decisions and you wonder where the next free kick for the opposition will come from. Relax - this is just part of the normal ebb and flow of a game. Keep your eyes and mind open and call the game as you see it.

First Aid

Players' injuries

Referees are asked to NEVER, EVER administer first aid to an injured player. If you do so then you leave the association and yourself open to serious legal ramifications should something go wrong. Even if the injury seems minor in the extreme, NEVER touch an injured player - leave this to the team manager or trainer. If the injury appears critical then you have an obligation to not allow teammates to touch the victim and to take appropriate steps to ensure that only qualified medical people attend the victim. For critical injuries where the victim cannot be moved for medical reasons then you have to stop the game long enough for an ambulance to be called - the game can be restarted afterwards if time allows.

As the match official you should not allow an injury to be treated on the field apart from the use of the magic sponge or spray. Ask that the player be moved to the sideline for treatment so that the game can continue. Remember to include any injury which necessitates a player being substituted on your match card.

Medical Insurance

All referees (and players too) are covered by the association's insurance. If you are injured as a result of running a game and need medical attention, then keep in mind that you may claim your expenses on this insurance. Claims must be made within thirty days of the injury being sustained, by filling out the insurance claim form and submitting to the insurance company.

Payment

As a referee, you will be paid for your traveling expenses:

Seniors – \$60 per game

Under 6 & 7 - \$15 per game

Under 8 to 10 - \$20 per game

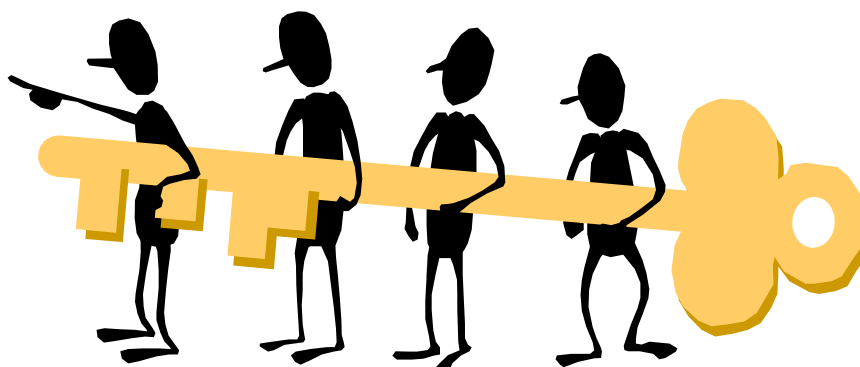
Under 11 to U14 \$25 per game

Payments are made once a month



Meetings

Referees meetings are as per the season calendar



Judiciary

So you sent someone off. You have a brief description of the incident in your mind and on paper for the judiciary committee. Use the form letter supplied by the association for your send-off report if possible.

The reason for the dismissal **MUST** be based on the laws of the game, not on personal opinions. For example, “he punched an opposition player so I sent him off” is not a valid reason for dismissal. “Violent conduct”, in this case, is the actual breach of the laws. If the referee’s charge does not match the offender’s actions, e.g, a player is charged with violent conduct instead of serious foul play for a rough tackle from behind, then the offender can use this as a legitimate defence.

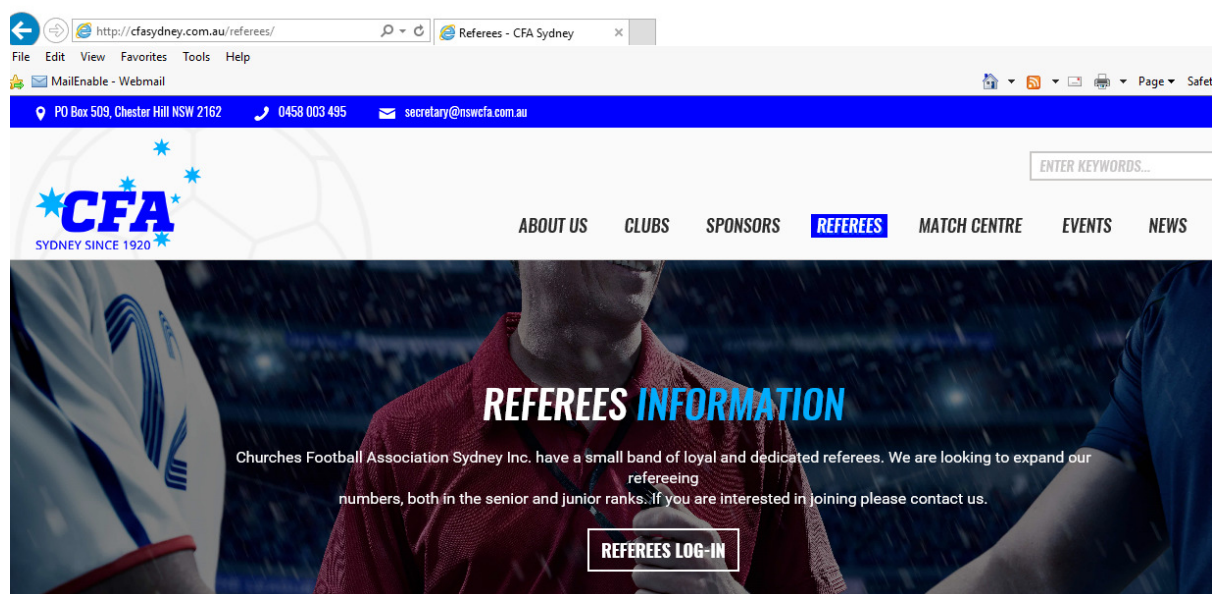
Cautions / Send offs

Cautions and/or send-offs for the game(s) must be entered into the database on Saturday event / Sunday morning. This is needed so that the association’s secretary can contact the various clubs with details of when their respective players have to report to the judiciary committee if required to answer the charges against them.

If you have sent anyone off, you will need to write a letter to the judiciary chairman detailing the circumstances of the incident(s). This is to be emailed to secretary@cfasydney.com.au

How to enter cards on the database

GO TO THE CFASYDNEY WEBPAGE - LINK: <http://www.cfasydney.com.au/>
1. click on Referees, then click on referees log in.



2

NSW Churches FA

Referees Section - Authorised Users Only

Please login

First Name:

Surname:

Password:

New Password:

Confirm Password:

☒ Remember me on this computer

LOG IN USING YOUR USER NAME
& PASSWORD

IF YOU HAVE FORGOTTEN YOUR PASS-
WORD, PLEASE EMAIL

secretary@nswcfa.com.au

NSW Churches FA

Referees Section - Authorised Users Only

Referee Functions

My Details

My Contact Details

My Qualifications

Upload My Photo ID

My Availability

My Upcoming Games

Enter Match Result

Enter Send Off Report

Enter Caution Report

Enter Incident Report

Enter Field Report

Player Of The Match Votes

List My Reports

Change My Password

Log Out

Select what you need to enter. Eg
Enter caution Report (yellow Card)



NSW Churches FA

Referees Section - Authorised Users Only

Your Previous Games are Listed Below.

Your Games:
Enter Caution Report

Click on the appropriate Team to enter report

Round	Date	Time	Home Team	Away Team	AgeGrp	Div	Ground	Referees
10	14th Jun '16	10:00	St Columbas SCC U8 L	Wentworthville WUFC U8 L Gold	U08	LIONS	EXCELSIOR 2	Ref: Kim Sydenham

If the team names above are in blue, you can click on the team name and enter your caution.

5 How to enter red cards

Send Off Report for Liam Sydenham

Match Details:

Match: St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold

Age Group : U08 **Division :** LIONS

Ground : EXCELSIOR 2

Game Date : 18th Jun 2016 **KO Time :** 10:00

Player Details:

Players Name : Liam Sydenham

Rego # : 29273

Team : St Columbas

Shirt # : 28

Offence Details:

Time of Offence : 10 ** Mins into the Game

Reason for Offence : R2: Violent conduct

Details of Offence : Violent tackle from behind. Please report emailed to secretary@nswcfa.com.au

Details of Offence :

Click SCC Player to Enter Caution Report

If Player not shown below, choose from the following list of possible subs:

<p>Issac Lee No Shirt Number</p> 	<p>Declan Mission No Shirt Number</p> 	<p>Mark Gabriel Rodriguez No Shirt Number</p> 	<p>Lily Smith No Shirt Number</p> 
<p>Liam Sydenham No Shirt Number</p> 	<p>Cooper Thorne No Shirt Number</p> 	<p>Chris Yoon No Shirt Number</p> 	



Click on
players
name in
blue

Admin System Designed, Built and Hosted by MyClubMate © 2010

6 CAUTION REPORT (YELLOW CARD)

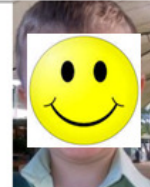
Caution Report for Liam Sydenham

Match Details:

Match: St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold
Age Group : U08 **Division :** LIONS
Ground : EXCELSIOR 2
Game Date : 14th Jun 2016 **KO Time :** 10:00

Player Details:

Players Name : Liam Sydenham
Rego # : 29273
Team : SCC U8 L
Shirt # : 21



Ensure shirt number is entered

Offence Details:

Time of Offence : 30 *# Mins into the Game

Select one of the seven offences from the drop down box

Reason for Offence :

Y1: Unsporting Behaviour

late tackle off the ball

Put a short reason for the caution


Click to Submit Caution Report

When you have entered all your information, click submit caution report

Player Admin System Designed, Built and Hosted by [MyClubMate](#) © 2010

7. SEND OFF REPORT (RED CARD)

Send Off Report for Liam Sydenham

Match Details:	
Match:	St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold
Age Group :	U08 Division : LIONS
Ground :	EXCELSIOR 2
Game Date :	18th Jun 2016 KO Time : 10:00
Player Details:	
Players Name :	Liam Sydenham
Rego # :	29273
Team :	St Columbas
Shirt # :	28
	
Offence Details:	
Time of Offence :	10 *# Mins into the Game
Reason for Offence :	R2: Violent conduct
Details of Offence :	Violent tackle from behind. Please report emailed to secretary@nswcfa.com.au
Details of Offence :	

WHEN YOU SEND A PLAYER OFF (RED CARD), YOU MUST ALSO FILL OUT THE “REFEREES SEND OF REPORT” AND EMAIL TO secretary@nswcfa.com.au

8. IF YOU CLICK ON “LIST MY REPORTS”, YOU WILL SEE A LIST OF CARD THAT YOU HAVE ENTERED THIS SEASON.



List of Reports Submitted by me

List of Offences Lodged by Me					
FirstName	Surname	Team	Offence Date		Offence
Liam	Sydenham	SCC SCC SCC U8 L	14th Jun 2016	Y1	Unsporting Behaviour

9. IF YOU WOULD LIKE TO REPORT AN INCIDENT REPORT, EG SOMETHING THAT HAPPENED OFF THE FIELD, LIKE A PROBLEM WITH A SPECTATOR, THE FOLLOWING CAN BE FILLED OUT

Incident Report for St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold

Match Details:

Match: St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold

Age Group : U08 **Division :** LIONS

Ground : EXCELSIOR 2

Game Date : 14th Jun 2016 **KO Time :** 10:00

Incident Details:

Date/Time of Incident : 14 - Jun - 2016 *(dd/mm/ccyy) : : *(24Hr/Mins)

Incident Category : ☐

People Involved :

Click to Submit Incident Report

Player Admin System Designed, Built and Hosted by MyClubMate © 2010

10. THIS CAN BE USED IF THERE IS A PROBLEM WITH THE FIELD, EG BROKEN GOAL POST, FIELD NOT MARKED, ETC

Field Report for EXCELSIOR 2

Match Details:
Match: St Columbas SCC U8 L Vs Wentworthville WUFC U8 L Gold
Age Group : U08 **Division :** LIONS
Ground : EXCELSIOR 2
Game Date : 14th Jun 2016 **KO Time :** 10:00

Details:
Date/Time of Report : 14 - Jun - 2016 *(dd/mm/ccyy) : *(24Hr/Mins)
Category :

Report Details :

Click to Submit Field Report

11 . HOW TO CHECK WHAT GAMES YOU HAVE BEEN ALLOCATED EVERY WEEK

Referees Section - Authorised Users Only

Your Previous Games are Listed Below.
Your Games:
Your Upcoming Games Listed Below

Round	Date	Time	Home Team	Away Team	AgeGrp	Div	Ground	Referees
10	18th Jun '16	10:00	St Columbas SCC U8 L	Wentworthville WUFC U8 L Gold	U08	LIONS	EXCELSIOR 2	Ref: Kim Sydenham

Referee Functions
 My Details
 My Contact Details
 My Qualifications
 Upload My Photo ID
 My Availability
My Upcoming Games
 Enter Match Result
 Enter Send Off Report
 Enter Caution Report
 Enter Incident Report
 Enter Field Report
 Player Of The Match Votes
 List My Reports

Click on "My upcoming games and the above screen appears. This is the game you have been allocated to referee

If you have problems entering your cards, please email information to secretary@nswcfa.com.au

Disciplinary Standards

Category	Offence	Example	Action	Reason
Tackles	From behind Late	Refer below Fractional mistimed lunge for the ball	Free kick	Trip or kick

	Very late	Avoidably late contact with opponent	Caution	Unsporting behaviour
Charges	No attempt to play the ball Excessive force, trying to play the ball Excessive force w/out playing ball Excessive force from behind	Ball not within playing distance A very heavy shoulder charge Taking a player out In the back	Free kick Free kick Caution Dismissal	Reckless charge Charge with excess force Unsporting behaviour Serious foul play
Slide tackles	Gets ball cleanly, legs on the ground Gets ball, swinging legs into opponent Misses ball, gets opponent's legs Studs up towards opponent Studs up towards opponent Going in "over the ball"	Opponent's momentum hits tackler's legs Tackler's momentum hits opponent after getting ball Badly mistimed slide Misses opponent Studs connect opponent Tackler's legs miss ball, get opponent's shins	None Free kick Caution Caution Dismissal Dismissal	 Trip or kick Unsporting behaviour Unsporting behaviour Serious foul play Serious foul play
Trip	From behind Any other Deliberate vigorous kick to opp's legs	Lazy, unsporting trip Trip from the side or front Hacking an opponent	Caution Free kick Dismissal	Unsporting behaviour Trip Serious foul play
Dissent	Gamesmanship Abusive Foul Manipulative	"Come of it ref" "You don't know what you're doing" "What the f#\$% was that for?" "That's worth a caution, isn't it ref?"	Warning, then caution Caution Dismissal Warning, then caution	 Dissent Foul language
Foul language	For severe injury For poor play Quietly, in general play to teammate Loudly, in general play	Player lying on ground in agony "@#\$\$%" after poor shot "Get your @#\$\$% hide up there and work" Loudly at opponent, referee or spectators	Ignore Warning, then caution Warning, then caution Dismissal	 Unsporting behaviour Foul language
Denial of obvious goalscoring opportunity (see explanation below)	Foul on player moving towards goal Handball to stop possession or goal	Professional foul to deny likely goal Stopping through ball, or shot, with hands	Dismissal Dismissal	Denial of OGO by foul Denial of OGO by handball
Notes on OGO	An obvious goalscoring opportunity must meet these five requirements:			
	Attacker is moving toward goal , not toward the corner or sideline Attacker is likely to obtain or retain possession of the ball Limited number of opposition players (1 max + keeper) goalside Location of the foul - the further from goal it is, the less likely an OGO exists			

There is a reasonable chance for a **shot** at goal

Tackles from behind (see diagram below)

Careless

Unintentional, low (running) speed, low impact

Free kick

Trip

Reckless

Deliberately late or high speed

Caution

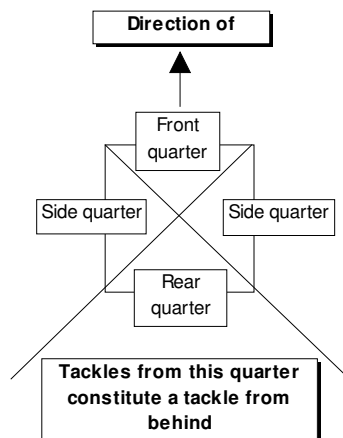
Unsporting behaviour

Excessive force

Savage, forceful, sliding with studs up, or swinging leg likely to cause injury

Dismissal

Serious foul play



Appendix 2

Sample Letter to the Judiciary

Your address line 1

Your address line 2

Date

The Chairman

Judiciary Committee

NSW Churches Football Association Inc

PO Box 509

Chester Hill NSW 2162

Dear Sir,

St Columbas Vs St Matthews

Division: Raahuage Cup

Grade: First

Played at: Greenup Park

on 1 August 2017

During this game I sent off Fred Schnurks (ID No 1234) of St Columbas for a second caution in the one match.

The incidents happened as follows:

Caution 1

About ten minutes into the game, Schnurks slid in from behind a St Charles' player, taking his opponent's legs at the ankles before touching the ball. I had a clear, unobstructed, side on view of the incident from about ten metres away. I stopped play and cautioned him on the spot for unsporting behaviour for the tackle from behind.

Caution 2

Late in the second half, near his own penalty area, Schnurks again tackled a St Charles' player, vigorously using his elbow to push his opponent off the ball. I was directly behind the play at about fifteen metres away but my view was impaired by several other players between me and the ball. I stopped play for the foul and indicated a free kick, after which Schnurks glared indignantly at me before kicking the ball away in disgust. I cautioned him for dissent and sent him off for the second caution.

Yours sincerely,

I Marchem

Senior Referee

Appendix 3

Restart Table

Incident occurs while ball is IN PLAY

Foul Play / Misconduct

ON THE FIELD

Who did it	Type of Restart	Position of Restart
Legal player	Free kick	Place of incident
Named substitute	Drop ball	Position of ball when play stopped
Other	Drop ball	Position of ball when play stopped

OFF THE FIELD

Who did it	Type of Restart	Position of Restart
Legal player	Drop ball	Position of ball when play stopped
Named substitute	Drop ball	Position of ball when play stopped
Other	Drop ball	Position of ball when play stopped

Infringements of Law 3 - Number of Players

ON THE FIELD

Who did it	Type of Restart	Position of Restart
Legal player	Free kick	Position of ball when play stopped
Named substitute	Drop ball	Position of ball when play stopped
Other	Drop ball	Position of ball when play stopped

Outside Interference

ON THE FIELD

Incident	Type of Restart	Position of Restart
Ball deflates	Drop ball	Position of ball where deflated
Ball hits dog etc	Drop ball	Position of ball where object struck
Spectator interferes	Drop ball	Position of ball when incident happened

Any other reason for stoppage (e.g, severe injury, weather)

ON or OFF THE FIELD

Who did it	Type of Restart	Position of Restart
N/A	Drop ball	Position of ball when play stopped

Incident occurs while ball is NOT IN PLAY

All Misconduct or disciplinary incidents

ON or OFF THE FIELD

The restart after ANY incident while the ball is out of play is governed by the reason the ball was out of play in the first place. If the ball was out over the sideline then a throw-in would be the restart. Alternatively it could be a goal- or corner-kick if the ball had gone out over the goal line. If play had been stopped to deal with an earlier foul, then the restart will be determined by the type and location of that foul, as per the table above.