

Training Record for **Judge Level 1**

Candidate name

Dear Candidate, Welcome to the next phase of your Judge Level 1 Swimming Official Training.

You have already completed the online theory, which will underpin your knowledge and will help you make correct, informed decisions on the pool deck. However, most of your learning will be by way of a mentored/coached poolside experience.

Empowering you to take charge of your training

This document will help you understand the training process and help you progress along your training pathway. Use this document as a reference guide to ensure your training is running as it should.

- If you encounter any difficulties on the pool deck bring this document to the attention of the licensed referee at the meet and discuss the issues.
- If you don't get a satisfactory answer there, then raise the issue with your course leader.
- If you don't get a satisfactory answer from your course leader, then raise the issue with your County (or similar) Coordinator, then your Regional (or similar) Coordinator.

If you follow this route but still feel your training is not being run as described in this document, then please contact a member of the British Swimming Swimming Officials Group via swimmingofficials@swimming.org.

How you become a competent Official

Once you have completed a period of mentoring/coaching on the pool deck you will be deemed to be competent in the areas you have observed/worked.

The only exception is if your mentor, or the licensed referee looking after your training at the meet/session, provides you with evidence that shows you are not competent in any aspects. They will then discuss the areas where you need to improve to show competence.

Taking responsibility for your learning

We will provide you with learning opportunities. Please take responsibility for your training by taking these opportunities. Expect to receive feedback and treat this as a learning opportunity; it will be professional feedback and not personal. Should you not receive the feedback, pointers or discussion points as outlined above and are then not signed off as being competent, challenge this. If you do not receive the answers you need, or the process as outlined above is not being adhered to, then take charge of your training as above.

POOLSIDE EXPERIENCE

- 1. Trainees will require a minimum of 15 hours mentored poolside experience.**
 - a. Only a qualified Technical Swimming Official of at least the qualification level being undertaken can carry out mentoring.
 - b. Only a licensed referee can sign off the candidate as being competent or evidence them not being competent in the manner proscribed above.
- 2. Candidates are encouraged to gain this experience across all levels of meet and this can include mentored sessions at club training nights.**

However, it is a requirement that the following minimum number of hours are logged at the mandated levels of meet;

- England a minimum of three hours at Levels 1 or 2 AND a minimum of 3 hours at Levels 3 or 4.
- Wales a minimum of three hours at Levels 1 or 2 AND a minimum of 3 hours at Level 3.
- Scotland a minimum of three hours at Levels 1 or 2 AND a minimum of 3 hours at Level 3 or an unlicensed meet.
- The remaining nine hours (regardless of Home Country) shall spread over a variety of meets licensed or otherwise. These can include club training sessions which offer an excellent opportunity to look at relay takeovers and will provide mentor-led learning opportunities. However only a qualified Technical Swimming Official of at least the level of qualification being undertaken can carry out mentoring and only a licensed referee can sign off the candidate as being competent or evidence them not being competent in the manner prescribed above.

3. All trainees must complete their training within 11 months from the date of completion of the online modules.

Those who don't complete the training within eleven months will have to re-enrol and restart their course from beginning. This will include a requirement to pay the required fee as advertised.

4. Trainees need to complete the Contemporary Issues course

Either face to face or online, prior to being signed off as a Judge Level 1.

5. As part of the course hours, it is felt that competency should be obtained within the following timescales. However these are guidelines and some candidates may take a shorter or longer time to demonstrate the required skills and knowledge.

Strokes

- Butterfly - 1 hour
- Backstroke - 1 hour 30 minutes.
- Breaststroke - 1 hour 30 minutes.
- Freestyle - 30 minutes.
- Individual Medley - 1 hour at each end of the pool. This will be in addition to the time spent observing individual strokes.
- Relays - 24 mentored relay take overs, across Freestyle and Medley relays.

Roles

- Chief Inspector of Turns - 1 hour.
- Chief Timekeeper - 1 hour.
- Disqualification Reporting - a wide and varied experience is desired. However, on the rare occasions that no infractions are witnessed then this can be covered by way of both Question and Answer and Role Play.
- Bells/whistles - one heat (desired but optional).
- Lap cards – on heat (desired but optional).
- Use of a radio - (desired but optional, Question and Answer plus demonstration is recommended).
- Backstroke ledges - (desired but optional, you will have already seen the videos during your theory session).

6. You must display the competence required in order to be signed off in a particular skill area.

If at the end of your correctly mentored session (as described above), you are deemed to be not yet competent then the reasons why and the way to become so must be explained to you and then documented on your training record.

7. As a guide, your journey towards showing competence could include:

- You 'miss' an infraction at the turn - you are in training, so you and your mentor need to discuss what occurred.
- You 'see' the next infraction but don't 'call it' - you are the improving and developing the necessary observational skills in conjunction with your knowledge of the rules. You are beginning to show competence.
- You 'see and correctly report' the next two or three infractions - you are now showing sustained competence with regard to the stroke/turn/finish in question. Therefore you are now competent.

Post qualification

Once you're a qualified Judge Level 1, then you need to practice your new skills and knowledge to move from competence towards mastery. This requires spending a MINIMUM of 20 hours in the role.

Once you have accrued and documented your 20 hours as a Judge Level 1, your next step may be to progress to Judge Level 2 and hopefully even beyond that.

Good luck with your training.

Additional Resources

Links to a number of relevant documents can be found in the dedicated web area at **britishswimming.org/browse-sport/swimming/officials**

FINA rules and IPC swimming rules can be accessed through the links provided. In addition, you can access information on topics such as continuing professional development, officials licensing or additional qualifications.

To ensure you do not miss out on any forthcoming officiating news and information, register to receive emailed updates, including invitations to apply to officiate at National events, at **swimmingresults.org/officialsnews**

To register for Swimming Officials News all you will need is your British Swimming registration number and an email address.

If you are not going to be able to complete the course within the allotted 11 month timescales or you have any general officiating queries, these should be directed to the British Swimming - Swimming Officials Group (BSSOG) via Helen Akers (**helen.akers@swimming.org**).

Record of Poolside Duties Competency Sign-Off Form

	Competency	Date Achieved	BS Licensed Referee's Signature	BS Licensed Referee's Name	Referee's Reg. No.
1	Timekeeper				
2	Chief Timekeeper				
Inspector of Turns:					
3	Backstroke				
4	Breaststroke				
5	Butterfly				
6	Freestyle				
7	Individual Medley				
8	Relay Take-offs				
9	Chief Inspector of Turns				
10	DQ Reporting				
11	Splits				
	Backup Button				
	Lap Cards				
	Whistles				
	Backstroke Ledges				
	Use of Radios				

The use of and competency with splits, backup buttons, lap cards, whistles and radios are all viewed as some worthwhile basic skills that will be needed in the performance of other roles. However, it is recognised that not every official has access to radios at meets or can work at distance events during their training and all these competencies are therefore optional. Their lack of attainment should not prevent a Candidate from being passed as a Judge Level 1.

	Date Completed	Verified by	Verification Date
Contemporary Issues			
Timekeeper Practical			
Poolside Experience			
J1 Completed			

Candidate Training Record Sheets

Please ensure that the following details are entered into the Training Record Sheets:

Date, Event + Level

Enter the date, event name and level of the meet at which the training took place. Also include the number of hours.

Competency Areas

In these boxes indicate which elements of the Judge Level 1 role were undertaken in the training, by referring to the competencies on page 8.

Candidate Comments

The Candidate should record a self-assessment of the training period, highlighting any areas for particular attention.

Mentor Comments

The Mentor plays a vital role in the training of Technical Officials. For each training period, the Mentor must give feedback on the progress of the Candidate and any further points for attention. The Mentor will pass on their opinion to the Referee as to competency and capability achieved during the training period. If a separate Mentoring form is used, then a reference to this form is all that is needed in this box.

Referee Comments

The Referee shall observe the Candidate carrying out their duties. Wherever possible the Referee should engage with the Mentor and Candidate in order to carry out feedback. If a separate Mentoring form is used, then a reference to this form is all that is needed in this box.

TRAINING RECORD FOR JUDGE LEVEL 1

Date					Event						
Level					Number of hours						
Competency Areas Covered											
1	2	3	4	5	6	7	8	9	10	11	
Candidate Comments											
Mentor Comments											
Name											
Reg no.											

Date					Event						
Level					Number of hours						
Competency Areas Covered											
1	2	3	4	5	6	7	8	9	10	11	
Candidate Comments											
Mentor Comments											
Name											
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