



**COURSE ORGANISER
&
TUTOR RESOURCES**

LEVEL 1 UMPIRE AWARD

Letter to the Course Organiser / Tutor

Dear Course Organiser / Tutor

Thank you for organising / tutoring this England Hockey Level 1 Umpiring Course. Along with this document you will have received a number of resources to enable you to organise and deliver your Course successfully. A list of the resources can be found at the foot of this page. Please check that everything has arrived and if anything is missing, please contact the Development Dept. at England Hockey who will be very happy to assist you.

As you know, the Level 1 Umpire Award is made up of 3 key parts. As the Tutor, your role is to deliver the first part of the Award – the Course (the Course Syllabus inclusive of the examination paper). The county umpiring association or hockey development officer working in conjunction with the HUA is responsible for the remaining administrative requirements.

During the Course, you are asked to keep all of the candidates involved, to ask them questions and to lead them through appropriate practical demonstrations to support your tutoring.

The Support Resources

Items 1, 2, 3 and 4 are for candidates and Items 5, 6 and 7 are for organisers / tutors.

❶ **Candidate Registration Forms** – there is one for each candidate. Please distribute these at the beginning of your Course and emphasise to all that they must complete all of Section A and keep the form until their practical assessment.

NEW – on the reverse side of each Registration Form

Parental Consent Form – all candidates who are under 18 years of age when the Course commences are required to have this area of the registration form completed by a parent or guardian. The form provides consent a) to take part in the Course and b) for England Hockey to hold their personal details in preparation for issuing the accreditation (if they remain under 18 years when assessed).. We are required to do this. Please advise all to pass the completed form to their Assessor with their Registration Form when they have their assessment.

It is very important that everyone clearly understands this so your provision of information is important to us.

❷ **Candidate Match Record Card** – there is one for each candidate. You need only advise them as to where to send it or who to give it to once they have completed the 3 practice games and feel they are ready for an assessment game.

③ **Level I Umpire Performance Report** – one for each candidate. The purpose of distributing this is to provide an understanding of the areas upon which they will be judged when undergoing their assessment.

④ **The Level I Umpire Award Examination Paper** - one for each candidate

⑤ **The Level I Umpire Award Course Syllabus**

⑥ **Course Syllabus Time Management Planner**

⑦ **The Level I Umpire Award Answer Paper**

Please note that the Course Syllabus is accompanied by a POWERPOINT presentation. This can be distributed electronically as a PDF (in protected document format) so as it can be used as the tutor chooses.

It is the organiser / tutor's responsibility to advise the England Hockey Development Dept as to how they would like to receive this document. It can be e-mailed to you or it can be downloaded from the England Hockey website. If neither of these options is convenient to you, we can send it to you on a CD. Please let us know.

Other Resources sent to you for candidates (one copy of each)

1. A copy of the Outdoor Hockey Rules book
2. A copy of the book - A Guide to Umpiring Hockey
3. A whistle
4. A set of hockey warning cards
5. A sticker pad for recording match results

Other Information

Please advise all candidates that they have **12 months** to complete their accreditation from Course through to practical assessment. Exceptions can be made where the time can be extended. The County / HUA are responsible for making this decision. Considerations such as an injury, change of work or study circumstances or pregnancy are examples.

All **young people** participating (those under 18 years of age) are to be advised to get in contact with their local Young Umpire Action Group. There is one in each region and they are tasked to oversee the development and support of young umpires. All assistance that you as the organiser / tutor can offer in this area will be appreciated by England Hockey.

Red Card Report Forms – please advise all umpires that if they give a red card they must complete a report form. These can be downloaded from the England Hockey website www.englishockey.co.uk

Level of games that can be used for practice and for assessment:

All 11 a-side hockey (men's, women's or mixed and * suitable games involving young people).

* 'Suitable' is intended to offer sensible guidance (e.g. a game involving **very inexperienced** young players is unlikely to provide a suitably testing environment for the candidate.

Keeping the County Level 1 Umpire Register

Each county is encouraged to keep a database of all umpires. Please ask the candidates to consider the benefits of joining the local umpiring association and keeping people informed of changes to their details or circumstances.

Useful Contact Information

Email address for the Development Dept at England Hockey: ellie.stevens@englishockey.org

Telephone number at England Hockey: 01908 544644

Fax number at England Hockey: 01908 241106
