

## **REFEREE DUTIES**

1. Be at your game 20 min. before you're game begins. Make sure the score card is completely filled out by both coaches. Gym monitor should have this completed but you need to confirm with them. If there is no gym monitor make sure this has been completed and it is at the score table before your game starts.
2. Make sure there is 5 minutes on the clock as soon as the previous game ends and start the clock before your game begins.
3. Each ref should collect your referee fee from one of the two coaches prior to the beginning of the game. Make sure each coach has a trained score keeper or clock keeper at the table immediately. Make sure you see them at the score table 3 minutes prior to the game beginning and they know how to run the clock and keep score. You may have to train them so you must know how to do both.
4. With three minutes prior to your game beginning, ask each coach for captains at center court.  
Explain to the captains where the boundaries of the court are. No one can wear any jewelry or wrist bands (unless it has medical information on it.) All shirts must be tucked in at all times.  
Explain when the whistle blows, they must stop any motion with the ball including grabbing or wrestling for a jump ball.  
We will not tolerate any bad sportsmanship from any player or coach. If the coach has any concern the captains may bring them to the refs at any time there is a dead ball.
5. Make sure you discuss with the other ref who is going to toss the jump ball and who is going to keep track of the possessions right after you talk with the captains. Have a possession band on your arm ready to go. Get the game ball from the home team coach prior to the prayer.
6. When the horn blows after the 5 minutes has concluded, ask the teams to report to center court for the prayer immediately.
7. After the prayer has concluded, immediately line up the first ten player on the line 5 to 10 feet in front of the score table so they may check in the kids. Ask the score table to let you know when they have check in the kids (this should not take more than 30 seconds). Make sure the clock is ready to go. It should show the time for a playing period, not a quarter.

8. Immediately line the kids up at center court for the tip off. The home team should be facing the opposite basket at tip off. The ref that is not tossing the ball will stand on the centerline next to the score table. Who ever is not tossing the ball must run to the base line of the team who has possession after the tip.
9. When you make a change of possession call on the court it is very important that you make the call immediately and loud enough for both coaches to hear and you must point in the direction the ball will be going. If you call a foul you must go the score table and loudly tell the table whom the foul is on and if it is a shooting foul. You have to make all calls loud enough so both coaches and score table can hear you. **YOU HAVE TO BE LOUD AND SHOW DIRECTION OF BALL.**
10. After the first playing period ends, immediately line up the next ten kids to check them in. A playing period is only used for substitutions. Do not let the coach talk to the kids in front of their bench. The coach can talk to the kids only if they are in line getting checked in. As soon as the score table has checked in the kids immediately resume play. Who ever was in possession of the ball at the end of the playing period retains possession. If the offensive team shoots the ball at the end of the playing period it reverts to the other team as play resumes.
11. At the end of each quarter only allow one minute before the next quarter begins. Make sure the score clock reads correctly. Check to see if the score correct, does it now show the next quarter, how many team fouls are there, how many personal fouls are there, and how many time outs does each team have left. Know this information after each quarter has concluded.
12. At half time make sure the clock is set and has been started for 5 minutes. At the end of the half make sure the clock has the proper information on to start the third quarter. Is the time correct, is the score correct, how many time outs does each coach have left, ect.
13. At the end of the game make sure the home team gets their ball back and sign the back of the score card.
14. It is your responsibility to know all the CYO rules thoroughly.

If you have any questions about any part of the game please call:

Tom Moore at 510.701.5013 or  
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