

National Judging Scheme

This document comes into effect as follows:

For new judges entering the system: Immediately.

For judges currently within the system who are seeking assessment/re-accreditation during 2015: The previous assessment criteria applies.

From the 1st January 2016 this document will apply to ALL judges and the single "Judge" grade will be reflected in all records, assessments and re-accreditations.

1. General Outline

The AGB National Judging Scheme recognises Junior Judges, Youth Judges, Candidate Judges, County Judges, Regional Judges and National be made under WAE and WA auspices to Continental and WA Youth and International Judge.

The National Judge Committee is responsible for administrating the panel of National Judges.

The Regions, coordinated by the Regional Judge Liaison Officer (JLO), are responsible to the National Judge Committee for administering the panels of Regional, County and Candidate Judges.

Persons wishing to become Judges must be prepared to comply with all requirements of the AGB Safeguarding Policies where they apply.

2. Standards at Tournaments

The minimum standard for the Judge in charge of tournaments at various levels is shown in the Rules of shooting Appendix B. Note in particular that the Chair of Judges for a World Record Status/WA Award shoot; the minimum grade is National Judge and for National Record Status shoot/AGB Awards; the minimum grade is Regional Judge. Dispensation from the National Judge Committee can be requested when difficulty is experienced in obtaining the relevant qualified judges.

Whilst judges are not permitted to control a tournament above that which their status implies, they are encouraged to assist at tournaments of a higher status under an appropriately qualified judge.

3. Becoming a Judge

Information on becoming a judge can be found in Section 5. For those needing more information this can be obtained from the AGB website and relevant Judges pages, from the JLO and the National Judge Committee.

The entry points to the Judging Scheme are Junior Judge, Youth Judge or Candidate Judge.

Members who have officiated in other WA Member Associations and who wish to judge within AGB should apply directly to National Judge Committee via their JLO outlining their experience.

4. Junior Judge and Youth Judge

This is a new scheme for younger members of the Society enabling juniors to become involved in judging in schools and junior/youth tournaments.

Junior Judges will be appointed from the age of 8-15

The Junior Judge Scheme is not currently live, details will appear here when they are available.

Youth Judges from the age of 16-21

- a) When vacancies arise an application process will begin for those wishing to join the program. Applications will be assessed by the National Judge Committee and applicant invited to join the program.
- b) On joining the scheme member will become a Youth Judge Candidate and be subject to a mentoring and training process.
- c) After completion of the criteria for County Judge (with the exception of attending a Regional or National Conference) the Youth Judge Candidate can take the assessment to become a Youth Judge.
- d) A qualified Youth Judge can work independently on the field of play with the same responsibilities as a County Judge (except for CoJ whilst still under 18).
- e) Judging days completed between the Youth Judge assessment and turning 18 will be counted towards the criteria for further upgrades.
- f) A Youth Judge, at the age of 18, will automatically hold the County Judge status alongside their Youth Judge status.
- g) Should the Youth Judge have completed the criteria for Regional Judge prior to turning 18, they are eligible to be assessed for Regional Judge Status upon or after their 18th birthday and after completion of their J02.
- h) If at the age of 21 the Youth Judge Candidate has not completed the Youth Judge assessment, they will become a Candidate Judge and their judging days will carry over. They are now governed by the Candidate Judge process.
- i) At the age of 21, any judging days accrued by the Youth Judge will count towards the criteria for the next grade.

5. Candidate Judge

When seeking appointment the candidate will need the following:

- a) To be at least 17 years of age.
- b) Knowledge of the customs and etiquette associated with shooting within ArcheryGB.
- c) Should be an archer, or have an understanding of the sport.
- d) Be prepared to assist Judges at tournaments.
- e) Have an understanding of the responsibilities of being an official and the expectations that will be placed upon them.
- f) Complete the application form (AGB Form J00) and forward it to their Regional Judge Liaison Officer (JLO).

Upon receipt of the completed application (AGB Form J00) the JLO will consider the applications, and may ratify the status of Candidate Judge. If the JLO appoints the applicant as a Candidate Judge they will complete the J13 and forward the details to the National Judge Committee Registrar.

6. County Judge

For those members seeking advancement to County judge, the Candidate Judge shall send form J01 countersigned by their mentor to the Regional JLO.

The Regional JLO will arrange the assessment at a suitable event. The assessor will complete and send a written report (AGB Form J20) to the regional JLO for ratification of the assessment.

The JLO will complete form AGB J13 and forward to the National Judge Committee Registrar.

When seeking assessment for County Judge the candidate will need to have completed the following:

- a) The minimum age for County Judge is 18.

- b) Have a good knowledge of AGB Rules of Shooting and a basic knowledge of the WA Rules.
- c) Have had experience in assisting higher qualified Judges for a minimum of 12 Judging days at tournaments.
- d) Shoots attended will include a minimum of one (1) event from each discipline (Target, Field, Indoor).
- e) Have attended at least one (1) Regional or National Judges Conference.
- f) Have attended the Candidate Judge Seminar.

7. Regional Judge

For those members seeking advancement to Regional Judge, the County Judge shall send form J02, countersigned by their mentor to the Regional JLO.

The Regional JLO will arrange the assessment at a suitable event. The assessor will complete and send a written report (AGB Form J20) to the Regional JLO for ratification of the assessment.

The JLO will complete form AGB J13 and forward to the National Judge Committee Registrar.

When seeking assessment for Regional Judge the candidate will need to have completed the following:

- a) Have a sound knowledge of both AGB and WA Rules of Shooting.
- b) Have the ability to advise a Tournament Organiser on the standards and procedures required to ensure a safe and properly organised tournament.
- c) Have a minimum of 18 judging days experience as a County Judge.
- d) Shoots attended must include three (3) World Record/WA Award Status tournaments, three (3) other Record Status Tournaments, two (2) Indoor tournaments. A minimum of one (1) event from each discipline (Target, Field, Indoor) is required.
- e) Have attended at least one (1) Regional or National Judges Conference in the preceding two (2) years.

8. National Judge

For those members seeking advancement to National the Regional JLO shall forward the application forms (AGB Form J03) to the National Judge Committee by 30 October the year PRIOR to when assessment will take place.

These applicants will be assessed during the next calendar year at a suitable event chosen by the National Judge Committee.

When seeking assessment for National Judge the candidate will need to have completed the following:

- a) Have made themselves available for at least two (2) National Shoots the year prior to assessment.
- b) Make themselves available for at least two (2) National Shoots in the year they will be assessed.
- c) Have a thorough knowledge of both AGB and WA Rules of Shooting, together with the standard procedures associated with them.
- d) Have the ability to train and instruct other Judges.
- e) Have a minimum of 25 judging days experience as a Regional Judge.
- f) Shoots attended must include 10 World Record/WA Award Status or National Tournaments, of which it is expected that two (2) will be Head to Heads. A minimum of one (1) event from each discipline (Target, Field, Indoor) is required.
- g) Of the judging days, four (4) must be as CoJ at UK RS events or as Judge in Charge of a day at a WRS event under the supervision of a National Judge.
- h) Have attended at least one (1) National Judges Conference in the preceding two (2) years prior to applying for assessment.

9. Exemptions:

Exemptions on attending conferences may be allowed, provided the judge concerned can put forward a valid case, which must be submitted to the Regional JLO and the National Judge Committee in writing, together with any supporting documentation, prior to a submission for assessment.

10. Accredited Prior learning

It is accepted that many members come to judging with vast experience in other areas of the sport such as Tournament Organising, Field Crew etc. For this the National Judge Committee can award accreditation for Prior Learning.

- a) The Candidate Judge can apply to the National Judge Committee for APL via their Regional JLO.
- b) On receiving the application the JLO will validate and ensure it is an accurate reflection of the work done and then forward to the NJC.
- c) The NJC will assess the work and award APL Days to a value of no more than 50% of the required days.
- d) APL is only currently available for Candidate to County assessments.

11. Assessments

Assessments at all levels are required to include both a practical examination on the field of play and a closed book examination. A written report on the practical assessment plus the results of the examination, using form J20, must be submitted to the Regional JLO's for both County and Regional assessments.

County

- a) Assessors will be appointed by the Regional JLO and will be carried out by a National Judge or a Regional Judge of at least two years standing.
- b) County practical assessments can be done either at an indoor or outdoor tournament.
- c) The written examination should take place at the same event as the practical assessment however in exceptional circumstances other arrangements can be made.

Regional

- a) Assessors will be appointed by the Regional JLO and will be a National Judge of at least two years standing.
- b) Regional practical assessments will be completed at a UK RS outdoor event at which the candidate will act as Judge in Charge for a portion of that day as determined sufficient by the assessor.
- c) The written examination should take place at the same event as the practical assessment however in exceptional circumstances other arrangements can be made.

National

- a) Practical Assessments will take place at an event determined by the National Judge Committee.
- b) Assessors will be appointed by the National Judge Committee and will be a member of the National Judge Committee or a National Judge of at least three years standing.
- c) Only successful candidates will be invited for the written examination that will take place at a date and location determined by the National Judge Committee.

12. Assessment Time Limits

- a) All judges who fail an assessment, at any grade, are required to wait a minimum of six (6) months before applying to be reassessed.

- b) All Candidate judges must take an assessment for County within three (3) years from their date of registration or they will be removed from the Judge Register.
- c) If a Candidate judge fails their first assessment for County Judge they must then pass the subsequent re-assessment within two (2) years of taking their first assessment, or they will be removed from the National Judge register.
- d) If a County fails their first assessment for Regional grade, they must then pass the subsequent re-assessment within two (2) years of taking their first. If they do not, they will be required to fulfil the qualifying criteria again, i.e. they must complete the minimum number of judging days, before being allowed to apply for assessment at the higher grade once again.
- e) A Regional Judge who fails the National practical element of the assessment will not be invited to take the written paper and must reapply for assessment.
- f) A Regional Judge who fails the National Written paper will, at the discretion of the National Judge Committee, be permitted to re-take the exam the following year. Two failures of the written exam will require the judge to reapply for assessment after completing the qualifying criteria again.

13. WA Youth Judge

WA opened this grade of judge to members of associations who are not qualified judges. To be considered for this role within WA you must be supported by AGB and the Judge Committee. The following criteria must be met before application forms are submitted to WA:

- a) Applicants must be under the age of 30 the year after application (to ensure time for appointment at a WA event),
- b) Applicants must be a qualified AGB Judge (any grade) with experience of National events and Head to Head Competitions or have had experience working at or competing in high level International/National Competitions including Head to Head events,
- c) Applicants must have a thorough understanding of the WA rules of shooting. These criteria must be evidenced in writing and submitted with the application.

14. Continental Judge (European)

Having completed a minimum of two years as a National Judge, Candidates may apply for Continental Status when vacancies arise. They must be able to evidence an excellent ability on the field of play, and must have officiated at National Tournaments and acted as Chair of Judges at one (1) of these events at least once. Applicants should be able to show that they are actively promoting judging within the UK and are active in their support for the training of newer judges.

Applications must be processed through the National Judge Committee. National Judges so appointed will retain their National Judge appointments and responsibilities.

15. International Judge

To apply for International Candidate the judge must be a current Continental Judge. They must be able to evidence an excellent ability on the field of play, and must have officiated at National Tournaments and acted as Chair of Judges at least four of these events. Applicants should be able to show that they are actively promoting judging within the UK and are active in their support for the training of newer judges.

WA states that the applicant must have served in at least one (1) tournament valid for the World Ranking or in other major tournaments sanctioned by a Continental Association with a positive evaluation by the Chairperson or the Tournament Judge Commission. Applications must be processed through the National Judge Committee. National Judges so appointed will retain their National Judge appointments and responsibilities.

16. Judge Emeritus

A judge who has served the sport and contributed significantly to archery and judging may be awarded this honorary status upon their retirement at the discretion of the National Judge Committee. Regional JLO's may submit proposals to the committee for consideration when a judge in their region retires.

17. Reporting and Recording

Judges at Tournaments will report incidents to the National Judge Committee either through the RS Booklet or direct contact to the Chairman of the Committee.

Candidate, County and Regional Judges should keep a booklet of Tournament report forms (J5), to be completed at tournaments by an appropriate judge. These reports will be considered during the Judge's assessment when seeking a higher grade.

When the online recording system is in place all judges are required to submit their returns in this manner. Until that point all judges will submit returns to the JLO upon request. Failure to do so may affect reaccreditation or progression to the next grade.

18. Re-accreditation

The re-accreditation system has been put in place to ensure that all Judges are active and perform to a high standard throughout the United Kingdom.

The re-accreditation period will be a period of four (4) years from the date of the last exam.

All National and Regional and County judges are required to comply with the following to maintain their status, failure to complete any part will result in downgrading.

- a) Pass the re-accreditation Exam.
- b) For National and Regional Judges attend one (1) National Judges Conference within the re-accreditation period.
- c) For County Judges attend one (1) Regional or National Judges Conference within the re-accreditation period.
- d) Submit their work record to the National Judge Committee at the end of the re-accreditation period (usually with the exam) to demonstrate a suitable level of work.

Judges, who fail the exam, will be able to re-sit the exam. A pass on the re-sit will see them maintain their status. Failure of the re-sit will result in downgrading.

Non submission of exam will result in immediate downgrading.

Non-attendance at conference will result in immediate downgrading.

The exam will be published on the AGB Judges pages. Judges will have a minimum of four (4) weeks to complete the open book exam. The submission date and process will be published with the paper.

Suitable level of Work – within the four (4) year re-accreditation period

National

- a) At least four (4) of the judging days will have been at WRS events
- b) At least two (2) of the judging days will be at UK RS events
- c) At least two (2) of the events the judge will have been CoJ
- d) Will have applied for/been available for four (4) National Shoots
- e) Will have officiated at an average of at least eight (8) days per year

Regional

- a) At least one (1) of the judging days will have been at WRS events
- b) At least two (2) of the judging days will be at UK RS events
- c) At least one (1) of the events the judge will have been CoJ
- d) Will have applied for/been available for two (2) National Shoots
- e) Will have officiated at an average of at least six (6) days per year

County

- a) At least two (2) of the judging days at UK RS events
- b) Will have officiated at an average of at least six (6) days per year

Note, the information required for this process may include the following:

- Judging Days to include days prior to the tournament checking field layout and courses.
- Attending Seminars.
- Attending Conferences.
- Attending and running courses.

Dispensation can be granted only by the Chairman of the National Judge Committee. Any judge in need of consideration for this dispensation must submit a full account before the submission date of the exam.

19. Sabbatical

Any Judge may take a sabbatical for a period of up to two years upon application to the National Judge Committee via their Regional JLO. On returning to judging they will retain their grade. If they missed a re-accreditation exam, they will be required to take this before retaining their previous grade.

Judges who have been inactive for a period of longer than one (1) year will be removed from the Judge Register.

20. Terms of reference for Regional Judge Liaison Officers (JLO)

- 1) Each Region shall have its own Judge Liaison Officer.
- 2) The JLO will be a Judge who has suitable experience to carry out the duties of the JLO.
- 3) The JLO structure forms an extension of the National Judge Committee and operates on a Regional basis.
- 4) It is expected that the JLO will act and Judge in a manner that represents the standards and values and promotes the work of the National Judge Committee.
- 5) Whilst holding the position:
 - a. The JLO will represent the National Judge Committee on a Regional and Local level.
 - b. The JLO will assist the National Judge Committee in disseminating information and collating and returning information to the National Judge Committee.
 - c. They will maintain an up to date a list of judges within the region.
 - d. The JLO will ensure all judges within the region have updated their contact details on the AGB Contact Portal.
 - e. The JLO will notify the Judge Registrar, within one (1) month, of any changes using the relevant J form.
 - f. The JLO is responsible for the administration of assessments within their region for Candidate/County, and County/Regional. They will ensure the assessment is conducted in line

- with sections 5 to 9, 11 and 12, and all results are communicated to the Registrar within 14 days.
- g. The JLO will process applications for judges seeking assessment to National Judge and forward applications to the National Judge Committee by the 30th October in the year prior to the required practical assessment.
 - h. The JLO will validate any application for Accredited Prior Learning before sending to National Judge Committee.
 - i. When requested, the JLO will appoint Judges to Regional Championships held within their Region.
 - j. Only when requested by Tournament Organisers will the JLO appoint judges to other events in the region.
 - k. The JLO will assist Tournament Organisers in finding judges for an event when the TO requests assistance.
 - l. The JLO will liaise with Tournament Organisers in order to ensure that all judges of all grades have the opportunity to gain experience at a variety of events.
 - m. The JLO will arrange a Regional Seminar for judges at least bi-annually.
 - n. The JLO is responsible for ensuring that mentors for Candidate Judges are appropriate and to appoint where required.
 - o. The JLO is responsible for facilitating the training of new judges within their region.
 - p. The JLO will promote the role of Judge within their region and encourage, support and recruit Judges.

21. Terms of Reference for County Single Point of Contact (SPOC)

A County Single Point of Contact (SPOC) may be appointed by the judges within the county or a County Association.

The role of the County SPOC is to assist the County Association in appointing judges to County Events such as County Championships. Their core role is not to appoint judges to all shoots within their county.