



GOALBALL REFEREE'S CERTIFICATION PROGRAM©



PROGRAM HANDBOOK 2010-2013

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SECTION 1

INTRODUCTION

The sport of Goalball was specifically designed for blind and visually impaired athletes and because of the uniqueness of the sport Goalball has had to develop its own structure to support the growth of the game. One of the single most important Human Resource components of the sport of Goalball is you, the Goalball referee. The Goalball Certification Program is designed to develop exceptional referees because without qualified Goalball referees worldwide there would be no sport of Goalball.

In designing the Goalball Officials' Certification Program, we have kept three major things in mind: the game of Goalball, the Athlete, and You, the Referee. One of the main reasons for constructing a certification program for referees lies in the need to standardize the officiating in the game of Goalball. By offering global Goalball refereeing clinics which are consistent in content and format, we can be certain that Goalball will be played equivalently in any competition regardless of geographical regions.

Most importantly, the Certification Program is intended to be both informative and rewarding for the participants.

The Goalball Referees Certification Program consists of four components, composed of Level One, Level Two, Level Three, and Course Conductor. The requirements to achieve and maintain a Goalball referee's certification level are described in detail in the following pages.

The Referee's certification program is delivered in a clinic format consisting of lectures, practical demonstrations, and assessment by written and practical exams.

There are many benefits of Goalball officiating which can provide many personal rewards. As a referee you must make instantaneous decisions, resolve conflicts, and deal with stress and pressure. You are in a position to be a positive role model to children and adults alike. You can teach athletes about sportsmanship, fairness and above all equity. You, the Goalball referee can help to promote Goalball by demonstrating to society the merits of the sport of Goalball.

It is hoped that the Goalball Officials' Certification Program will help produce and maintain continuing interest in Goalball officiating for all referees involved in the program.

Thank you to all the players, coaches and others who have contributed so willingly to the development of this Certification Program.

SECTION 2

ACKNOWLEDGEMENT

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Canadian Association of Basketball Official, for permission to reproduce the section "Handling Intimidation" from their publication Post Play that appears in Section 5 of this manual.

Basketball Canada, for permission to reprint the section "Characteristics of a Good Official" from their publication How to Develop Level One Officials, which appears in this manual in Section 6 as part of "Characteristics of Good Referees".

Hockey Canada, Improving Your Communication Skills, Conflict Management and Human Relations Aspects, which appears in Section 5

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SECTION 3

HOW TO USE THIS MANUAL

This manual has been designed as a single source comprehensive guide for the teaching of Goalball Referees regardless of level. Because of the inclusive nature of the design of this manual, some sections are more fundamental to one of the three levels of the program and depending on the level of the clinic the various sections will be applied differently. This section will help both the instructor and the candidate understand how to use each of the sections to maximize the quality of the Goalball referee's clinic. For each of the 11 sections it is important that the instructor adhere to the time for each section as outlined in their agenda.

SECTION 1 Introduction

When reviewing section 1 at a clinic, the introductory paragraphs 2,3, and 6 should be stressed to indicate how important the role of a Referee is to the Goalball program and to highlight to each candidate the merits of the journey they are about to embark on. It is also important to stress that, unlike other sports for the disabled, Goalball as a sport is unique and as such must recruit and train officials specifically for the sport. This section is key in the **level one clinics**.

SECTION 2 Acknowledgments

During any Referee course the acknowledgments section should be noted but not reviewed in detail as all candidates can read it at their leisure and is presented here as a means to recognize the contribution of the many people who played a part in the development of this manual.

SECTION 3 How To Use This Manual

This section of the manual is designed to give **course conductors** tips and direction on how to best use the various sections of this manual when conducting a referees course regardless of the level. As part of the instructor's pre-course preparation this section should be completely reviewed before the start of any course

SECTION 4 Program Overview

For a **level one** clinic time should be spent doing a comprehensive overview of this section so that all level one referees entering the program will have an excellent grasp of the expectation and requirement and may have the opportunity to ask any questions they have about the program. A good understanding of how a referee progresses in the program is essential to the continued participation in the program of many Level one referees. **For Level Two and Three** clinics a brief review of this section will be adequate.

SECTION 5 Relax

This section is particularly important in a **Level one** clinic where many of the candidates may be new to sports for the disabled and may be uncomfortable with dealing with blind or visually impaired athletes. It is important to make this portion of the clinic interactive and have the

candidates participate in the discussion and to facilitate this, the instructor should have some light hearted examples ready to keep the discussion open and fun.

SECTION 6 Characteristics of a Good Referee

It is important for **all clinics**, regardless of the level, that the “characteristics of a good referee” are reviewed and re-enforced to ensure that Goalball referees demonstrate professionalism at all times. All of Section 6 is important and should be examined with additional time spent on the sections entitled, "What's It All About", “Handling Intimidation”, and “Improving Your Communication Skills”. The instructor should encourage the candidates to review the various sections after each game and do a self assessment of their relative performance during the previous match.

SECTION 7 Rule Highlights and Procedures

Section 7 is the most significant part of this manual **for all levels** which will be presented at a Goalball referee's clinic. Without an excellent knowledge of the rules and referee's procedures a candidate can not be expected to pass examination at Level 2 and 3 of the referee's program. It is important before presenting this section of the manual that you have completely reviewed the rule highlights and when presenting the rules highlights to the candidates you ensure that you have sufficiently covered all of the rules using the referee's pointers in the text and that all examination questions have been addressed.

It is also important to have a number of real game examples ready for each of the key rules to explain any questions or to deal with any misunderstanding of the intent of a rule that candidates may have. Additionally the Goalball referee's case book can be consulted.

When covering the procedures section of the course it is extremely important to emphasize the correct methods of ball handling, and question the referees to ensure they understand the various duties and procedural requirements of starting and conducting a game of Goalball.

SECTION 8 Mechanics

Because of the nature of teaching the mechanics of refereeing a Goalball game an instructor does not need to spend much time on this section in the classroom setting as it requires only a brief explanation. The Mechanics of refereeing Goalball are best taught on the court in practice sessions or staged game situations.

SECTION 9 Practical Examination Criteria, Marking Guidelines and Forms

This section of the manual is a resource for the instructor to use in the reporting of the clinic results. Additionally, this section contains the criteria which will be used to determine how the candidates performed during testing. As part of the clinic it is vital that the evaluation process be shared with all of the candidates to ensure that they understand what will be required during the examination portion of the clinic. It is essential that all candidates have a complete understanding of the examination criteria.

SECTION 10 Sample Agendas

The agendas listed for each level can be modified to meet the specific needs of any clinic. However, all the components listed on these agendas must take place during each and every clinic. As noted at the beginning of this section, instructors must pay particular attention to the time allotment for each section to ensure sufficient time is given to all components and that key sections of the manual are not done too rapidly because of lack of time caused by spending too much time on other sections.

SECTION 11 Recognizing, Understanding and Assisting Visually Impaired Persons

This section is important for candidates new to the sport of Goalball and is similar to Section 5. A brief review of this section is all that is necessary to re-enforce the concept and eliminate any stress new candidates may feel and enable the referee candidate to focus on the Goalball Athlete not the disability.



SECTION 4

PROGRAM OVERVIEW

PROGRAM COMPONENTS

Every four (4) years the Goalball Committee will hold referee clinics and regional examinations to introduce the new rules and recertify all referees.

The International Referees program consists of four components:

- Level One Referees
- Level Two Referees
- Level Three Referees
- Course Conductor

Level One Referees

Level one referees are eligible to officiate at National and invitational competitions, with the exception of Paralympics, World or Regional Championships. Candidates must attend a two-day course and pass an open book written exam of 13 multiple choice and 7 true and false questions; minimum pass is 15 out of 20. In addition to the written exam the candidate must referee two games and pass a practical exam. The grading for the practical exam is based upon a 10 point scale, with 1 as unacceptable, 5 as adequate, and 10 being excellent. To pass this section a candidate must score a 5.0 average for the various components.

Level One candidates can be examined by Level 2 and 3 Referees, or a Course Conductor.

Level Two Referees

Level 2 referees are eligible to officiate at Regional Championships and invitational competitions with the exception of Paralympics and World Championships. Examination must occur at a regional or major competition. A written exam of 20 multiple choice and 5 true and false questions must be passed, minimum pass is 21 out of 25.

The candidates will be required to referee two games and pass a practical exam, which will determine their improvement since Level I. The minimum pass for the practical component of the Level 2 exam will be 8.0 out of 10. Level 2 candidates can be examined by a Course Conductor or Level 3 referee.

Level Three Referees

Level 3 referees are eligible to officiate at Paralympics, World Championships and any other competition. Examinations must occur at a regional or major competition. Candidates must take the Level 3 Referees course and complete both written and practical exams. The written exam will be timed and have two components consisting of 10 short answer questions and 50 questions consisting of 30 multiple choice and 20 True or False.

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The minimum passing mark will be 45 out of 50 for the short answer questions and 48 out of 50 for the multiple choice and True and False. The minimum pass for the practical component will be 9.5 out of 10. All Level 3 certification will be subject to approval by the Goalball Committee.

Level 3 candidates will be examined by a Course Conductor who is not from the same country as the candidate.

Course Conductor

Course Conductors are eligible to certify all levels of Goalball Referees. The candidates must have a minimum of 6 year's continuous involvement in the Goalball Referees Certification Program. They should also have demonstrated their abilities to teach the program and consistently instruct the Goalball Certification Program.

Course Conductor(s) will be appointed for a four (4) year period prior to each World Championship by the Goalball Committee in consultation with the Referees Committee and appointed based on regional requirements. Additional course conductor may be added as required by the Goalball Committee.

Re-testing

Should a candidate be unsuccessful at achieving the required examination score a six-month waiting period is required before the candidate is eligible to retest at that Level.

Eligibility

No referee is allowed to attempt more than one level during a calendar year. Two years (730 days) of practical experience is required between Level 2 and Level 3. The program must be taken in order from Level 1 to Level 3.

Certification Maintenance

To maintain your International certification each year referees must observe the following requirements:

Level One Referees:

- 1) Whistle at two (2) different local events, minimum of 5 games. Games must be played under current Goalball rules.
- 2) Remit a validated "Officials Passport:" to the Goalball Registrar annually by December 31st of the year it is being submitted for.
- 3) Pay a fee of \$25.00 U. S. Dollars for passport maintenance.

Level Two and Level Three Referees:

- 1) Whistle at two (2) different national sanctioned events, a minimum of three (3) games each for a total of six games. The games must be played according to Current Goalball Rules.
- 2) Whistle at five (5) International games or Whistle an additional three (3) games at each of two (2) different national events and three international games.
- 3) Remit a validated "Officials Passport" to the IBSA Goalball Registrar annually by December 31st of the year it is being submitted for.
- 4) Pay a fee of \$25.00 U. S. Dollars for passport maintenance.

Special Circumstances for Certification Maintenance

If a certified referee does not meet the annual tournament certification requirements but still pays their maintenance fees, he/she will lose their certification in the following manner.

- | | |
|-----------|--|
| Level I | If one year missed, must re-qualify as Level I |
| Level II | If one year missed, drop to Level I |
| Level III | If one year missed, status maintained.
Two years consecutively, drop to Level I |

If a referee cannot meet his/her certification requirements in a given year, they may submit their passport and maintenance fees with a written letter explaining the reasons preventing them from achieving their requirements to the Goalball Referee Registrar. Upon reviewing the letter, the Registrar, in consultation with the Goalball Committee, will make a determination as to whether or not their certification will be maintained. If a referee does not pay their fees by the December 31st deadline, they will be dropped from the referee program and lose their IBSA Referee certification.

Every four years recertification is necessary by all referees.

Registration Fees

The registration fees for the 2010 – 2013 period shall be in US Dollars.

- | | |
|---------|----------|
| Level 1 | \$25.00 |
| Level 2 | \$50.00 |
| Level 3 | \$100.00 |

Any referee who attends the Goalball Committee quadrennial recertification clinic and pays the registration fee for that clinic is not required to pay maintenance fees in that same year.

Pre Course Registration Procedure

Any group which desires to hold a Goalball Referees clinic must contact the Goalball Registrar a minimum of 30 days in advance of the clinic with the following information:

- 1) Name of group organizing clinic
- 2) Place and date of clinic
- 3) Name of Course Conductor
- 4) Number of participants
- 5) Fee payment details

For all Level Three clinics or clinics requiring an instructor from outside of the country in which the clinic will be held, 90 days advance notice is required.

After the registrar has received this information and arrangements have been made for the payment of fees, the registrar will facilitate the sending of all required course materials to the Course Conductor.

Registration Fees

The registration fees for new referees for the 2010-2013 period will be in US Dollars

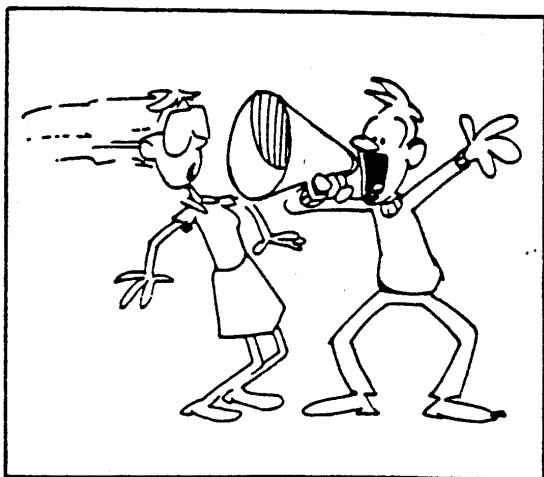
Level 1	\$25.00
Level 2	\$50.00
Level 3	\$100.00



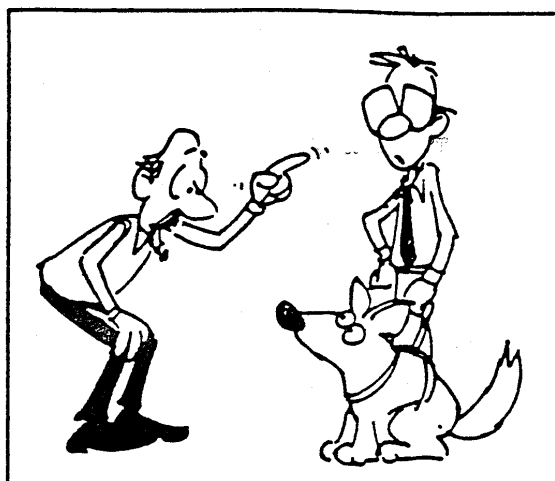
SECTION 5

RELAX!

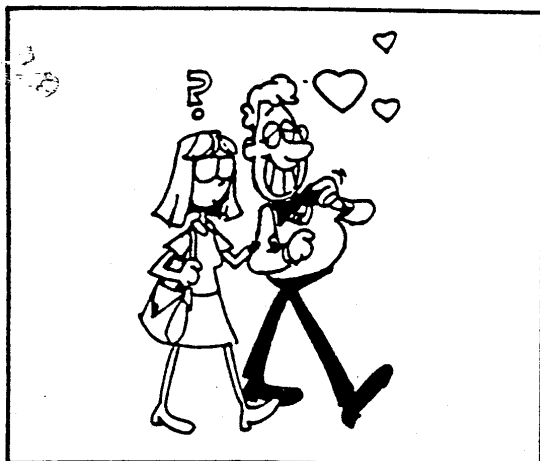
Here are a few pointers to help you feel at ease with blind people in day to day situations.



I'm an ordinary person: just blind. It isn't necessary to speak loudly or address me as if I were a child.



Ask me what I want, not my companion.



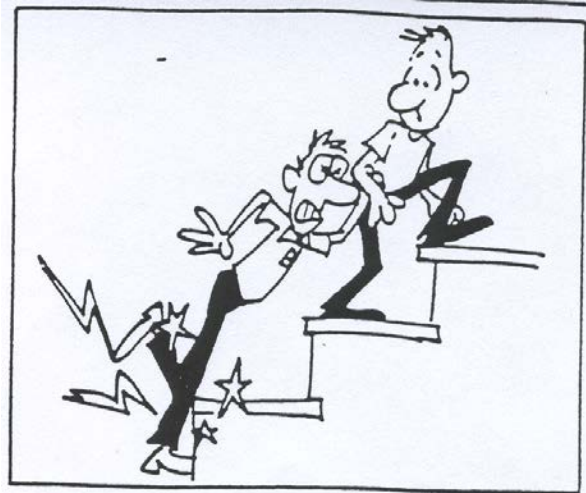
If I'm walking with you, let me take your arm; that way I can anticipate steps and curbs.



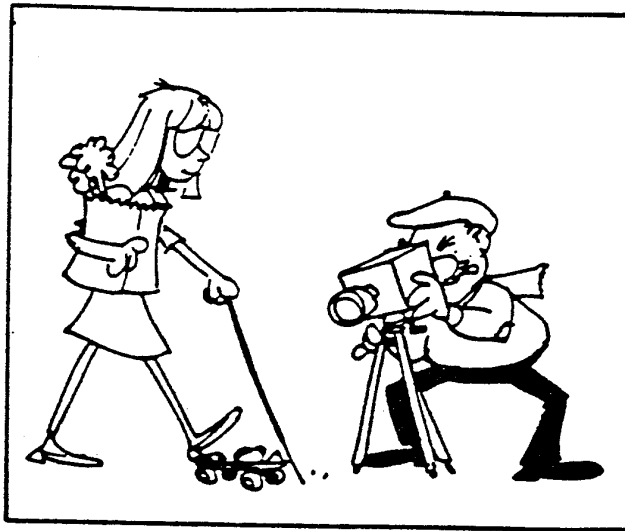
I like to know who's in the room with me. Please identify yourself and introduce me to the others who are present.



Please tell me when you are leaving. Anyone would feel silly talking to thin air.



Show me where the gym benches or other such Obstacles are: don't let me find them with my shins.



Tell me if an accident is about to happen. Don't film it.

See Section XI Recognizing, Understanding and Assisting The Visually Impaired for more detailed information on blindness.

SECTION 6

CHARACTERISTICS OF A GOOD REFEREE

There are many characteristics of a good referee, other than having a complete knowledge of the rules, which contribute to excellence in refereeing; some of these behaviors will be reviewed in this section.

What it's all about?

Too many times a "Referee" steps onto a court without really having any idea of what it's "all about". In the process, they make a fool of themselves and a travesty of the game and make it more difficult for other referees to follow their act. So maybe it's time to paraphrase what it is "all about" in clear, positive terms. What makes good referees "good"? What qualities set them above the "fly-by-night", "here this year, gone the next" variety? Give some thought to these nine characteristics of successful referees in ANY sport.

- 1) First and foremost it is important that **referees have a strong knowledge of the rules**. You don't want to find yourself in a situation where players and /or coaches and or fans are questioning you and you don't have an answer! A strong knowledge of the rules lends to a referees credibility.
- 2) Good **referees are conscious of their appearance**. The objective is to appear neat, clean and well- groomed, without becoming an object of sartorial splendour. The uniform is dictated by the association they represent, but their appearance is their own responsibility, and they take pride in it.
- 3) Good **referees are punctual**. They realize that the game management, coaches and players have enough on their minds without worrying about whether or not they will appear. But more important is the simple fact that punctual arrival will set the tone for all pre-game introductions and, indeed, the first moments of the game itself. Punctuality doesn't mean "game time". Good referees allow themselves ample time to change, discuss situations with fellow officials, and approach the court professionally. Nothing looks worse than the one-minute-before-the-game sprint from the locker room.
- 4) Good **referees know that they are not working alone**. They realize there are not two, but THREE, teams in every game, and one of these teams is their own. They make a point of the pre-game discussion period, are conscious of their companions throughout the game, and never hesitate to give or to receive constructive, friendly, private criticism when they feel it to be necessary.
- 5) Good **referees do not engage in animated conversation with players and coaches**. They know that this can cause more problems than it can prevent. When it is necessary to address them, they will be courteous and clear, but brief. A monologue is not required. On the other hand, conversations with scorers and timers may be more detailed. They are as much a part of the team as the referees are, and it is their duty to give them whatever help they may need.

- 6) Good referees are not showboats, instead **their voices are clear, serious, and confident**; as the players in Goalball are blind, ensure that all calls are loud enough for both teams to hear and understand. Their whistle is crisp, and they waste no more time than is necessary in getting the game moving again. They realize that most undesirable conduct situations occur during play stoppages, and the best cure for hurt pride or wounded egos, is to get the game going again.
- 7) Good referees are not an extension of the rule book and case book. They realize that every rule has an intent behind it that reflects a consistent philosophy of how the game should be played. They make a point of knowing this intent, and phrases like "tempo" and "flow of the game" become just as important as any textbook definition.
- 8) If, twenty minutes after the game is over, the fans can't remember who the referees were; those referees did a good job. Good referees know this, and although it's an ideal that may be difficult to reach, they **do not complicate matters by half-time shows and time-out demonstrations**. They do not throw around a football or shoot a few baskets or throw a curve at their buddy.

GOOD REFEREES DEMONSTRATE PROFESSIONALISM AT ALL TIMES.

- 9) Good referees **keep their cool**. They never lose their temper with players, coaches or fans, and never grant interviews to give their side of controversial plays. At the same time, they are in CONTROL without being ARROGANT. They know they are in charge, and when their authority is challenged, there is recourse within the letter and the intent of the rules to cope with that challenge without making a fool of themselves. They are not only courteous; they are controlled.

At the same time, good referees realize that the two most important phrases in their vocabulary are "please" and "thank you". When someone does them a favour by retrieving a ball or preventing a delay, there's nothing wrong with a courteous response!

- 10) Finally, good referees **know they are not infallible**. They will make a mistake. And when they do, they will never feel uncomfortable admitting it. When it's correctable, they will correct it; and when it's beyond correction, they will carry on. Their goal will always be to officiate to the best of their ability, and the day they decide they are perfect will be the day to quit!

The business of officiating is often a thankless one. It's impossible to make a decision that everyone will applaud, so forget "everyone" and let your honest judgment be your guide. Be neat, courteous, confident, and professional, and you'll be a success.

- 11) A referees attitude on and off the court is very important to development. **An official who displays a positive attitude will develop quicker**. Having a positive attitude means that you hustle, show determination, and enthusiasm during the game. This will also show everyone else in the venue that you mean business and that even if they don't respect your calls at least you are giving a solid effort.

Handling Intimidation

As a referee, you cannot avoid criticism so you must learn to cope with it effectively. Most criticism is negative, but you may learn something from even the most caustic variety. To understand criticism better, look at it from these viewpoints: source, timing, motivation, manner, content, response and analysis.

A. SOURCE

Criticism usually comes from the participants in the game – the players, coaches and fans. They are naturally biased as their goal is to win. For them, a good call is one in their favour. Players usually cause the least trouble as they are more interested in playing the game. Sometimes they make remarks that are related to their own mistakes and are not intended as a criticism of you. Coaches are the usual source of criticism. They must stay cooped up on the bench and are limited in their ability to work out frustrations by moving around as can you and the players. Give them some leeway to blow steam. Fans are unpredictable. Their comments may reflect frustration that their team is not doing well. Some comments are intended in jest and should be considered with a sense of humour. Some may be to provoke you in an attempt to influence your judgment. A few fans feel that the price of admission includes a license to bait the referees.

B. TIMING

There is no place for criticism from any source before the game. Think about how you will manage the game ahead rather than rehashing old mistakes. During the game, comments from participants may be tolerated within limits which each referee must set for himself. Some referees permit expression of opinions up to the point of directly questioning the referee's judgment. There is no place for repeated bouts of "WHY, WHY, WHY" from any participants, however innocently intended. At half time, some coaches always seem to have a few words about plays that were not called in their favour. After the game is when comments are the most emotional. It is easier for the loser to direct their frustration at a scapegoat than at their own weaknesses. In a close game they may blame everything on your last few calls and lose sight of many earlier calls that had equal effect on the outcome of the game.

C. LOCATION

Confrontations with participants in the gym should be minimized. If you feel it is necessary to talk to someone, the get away from the crowd. Coaches have no place in your dressing room, even if it is their office. Some will always use the opportunity to give their opinion on some of your calls.

D. MANNER

The attitude of the critic may influence you more than you realize. If they are emotional, they may turn you off before you can give them a fair hearing. But don't be taken in by the "nice guy" who attempts to influence you by a "this is for your own good..." approach. Another classic opener is "I used to officiate myself..." which may be true, but it is often followed by outdated or inaccurate advice.

E. MOTIVATION: What do they want? Ask yourself:

1. Are they really seeking information?
2. Are they trying to prolong a whistle stoppage to gain a rest?
3. Are they trying to influence your judgment?
4. Are they trying to provoke you?
5. Have you said anything to provoke them?

F. CONTENT: What are they saying? Ask yourself:

1. Are they being critical or just asking a question?
2. Are they correct in their description of a given play?
3. Are they correct in their rules interpretation?
4. Can you say anything useful to them?
5. Are they saying anything useful to you (don't say no too hastily)?
6. Are their comments too vague or too general to permit a reply?

G. RESPONSE

You will have to react to all criticism in some fashion. Sometimes the best response is no response at all. If you do answer, be sure the response is appropriate, professional, and premeditated. Be prepared to listen for a while; the critic may become responsive to your reply if they have cooled off. But don't delay the game. Consider your own emotions and their effect on your reply. Be tactful, professional, and considerate of the other person's feelings.

H. ANALYSIS

After receiving any criticism, whether positive or negative, ask yourself what you can learn from the experience. Don't be too quick to pass off remarks as being only expressions of emotion. What might you have done differently to prevent them from becoming frustrated? Is there anything in your manner that could have unintentionally provoked them?

The next time you are getting heckling or criticism, stop a minute, organize your thoughts and try to stay cool.

Human Relation Aspects

Below are some points to keep in mind when officiating sports at any level. All referees must have a good working knowledge of the rules and mechanics. In addition to this, very successful referees have an understanding of the human relations aspects of their job.

Be Competitive

The players give maximum effort, so should you. Tell yourself, "I'm not going to let this game get away from me, I am better than that." You are assigned to the game to make the calls that control the game—make them!

Have Your Head on Right

Don't think your referee's shirt grants you immunity from having to take a little criticism. It's part of officiating. Plan on it. Successful referees know how much to take. Ask one when you get the chance.

Get Into the Flow of the Game

Each game is different. Good referees can feel this difference. Concentrate on the reactions of the players. Take note if the tempo of the game changes. An inconsistent game calls for a different style of refereeing from a smooth one.

Don't Bark

If you don't like to be shouted at, don't shout at someone else. Be firm but with a normal relaxed voice. This technique will do wonders in helping you to reduce the pressure. Shouting indicates a loss of control – not only of one's self, but also of the game.

Show Confidence

Cockiness has absolutely no place in officiating. You want to exude confidence. Your presence should command respect from the participants. As in any walk of life, appearance, manner, and voice determine how you are accepted. Try to present the proper image.

Forget the Fans

As a group, fans usually exhibit three characteristics: ignorance of the rules, highly emotional partisanship and delight in antagonizing the officials. Accepting this fact will help you ignore the fans, unless they interrupt the game or stand in the way of you doing your job.

Answer Reasonable Questions

Treat coaches and players in a courteous way. If they ask you a question reasonably, answer them in a polite way. If they get your ear by saying "hey ref I want to ask you something" and then start telling you off, interrupt and remind them of the reason for the discussion. Be firm but relaxed.

Choose Your Words Wisely

Don't obviously threaten a coach or player. This will only put them on the defensive. More importantly, you will have placed yourself on the spot. If you feel the situation is serious enough to warrant a threat, then it is serious enough to penalize without involving a threat.

Obviously some things you say will be a form of threat but using the proper words can make it suitable.

Reaction Under Pressure

Goalball is an intense game and is played with a lot of emotions. This means that referee's are repeatedly placed in pressure situations. Being a referee means that you will have to deal with these situations effectively. If you don't react well under pressure than don't expect to progress very far in the world of refereeing. Remember that the higher the level, the more there is at stake. This in turn means more pressure situations. If you want to progress, learn to deal with pressure.

Improving Your Communication Skills to Enhance Your Officiating Skills

Effective communication skills are critical to successful officiating. To reach your maximum potential as a referee it is imperative that you enhance your communication skills with coaches and players. A successful referee knows how to listen to the action going on in a game and how to respond appropriately to the various situations that occur.

Officials that master communication skills **are able to communicate in a calm, straight forward manner**, even in the tense conditions or when being verbally attacked. Acquiring this skill is not easy. The natural tendency of most people who are verbally attacked is to defend, explain, or attack in return. This can be very dangerous for officials. Referee must work very hard to acquire the skills it takes to respond sensibly when under pressure, to weigh their words and actions carefully and to develop various communication skills such as expressions, gestures, and posture to convey a calming and confident message that solves problems rather than escalates them.

Let's look at some of the different aspects of communication that you are likely to experience in your refereeing career.

Prior to the games, there will be opportunities to communicate with the coaches and players. In these situations be friendly, but also business like. **Answer legitimate questions and respond to concerns.** Keep pre-game conversations professional and brief. Avoid spending an extraordinary amount of time with a coach you have known for a long time.

During the course of a game, there will be many verbal clues that an official can use to read the game. However listening is more than hearing the sounds of the game, but also be aware of the emotions and expressions (facial contortions, grimaces, smiles, frowns, gestures of dismay, puzzlement, anger, resignation) of the participates. Good listening skills will help you understand why challenges are made to your calls, and to perhaps empathize with those who are doing the challenging.

Using your voice to clearly and understandably communicate with players during play is one of the most important functions of a Goalball referee.

Ensure that you are enjoying the game as well as refereeing it. If something amusing happens, a smile can show you are having fun without upsetting the continuity of the game. Refereeing need not be entirely impersonal – show you are enjoying the moment.

A key to good communication is active listening. When in discussion with a coach give them your full attention by planting your feet, keeping your hands still (behind your back is ideal) and look the speaker squarely in the eye. Listen to the entire concern (within reason) before responding rather than preparing a response before the message has been heard.

Often these types of conversations are emotionally charged and it is imperative that you listen fully to the concern, and then when you respond, ensure the coach does not interrupt you, and you provide a full response that addresses their concern.

It takes a lot of practice to focus on the speaker and determine the message, and then respond rationally. Practice making deliberate responses rather than impulsive ones, and you will find that difficult situations do not escalate out of control.

Ensure that in **all your conversations that you address people in respectful terms and keep explanations brief and to the point.**

Non-verbal communication can be just as important in sending a message as the spoken word. Facial expression, the eyes, and body language can make a big difference in either sending an effective message or inflaming a tense situation.

Sometimes a non-response is the best response, as a coach may be venting and isn't expecting a response. When this happens ask yourself if a response will do more harm than good? Coaches want to know you are working with them, not against them, and that a referee is willing to listen.

For example, a referee who crosses their arms on their chest or stand with hands on the hips when being spoken to is giving off the impression that they are not receptive to what is being said. Hands behind the back show you are more receptive.

Warnings can be an effective communication skill, but they must be used appropriately. Warnings must be clear and have credibility to be effective. Warnings that can not be carried out or followed through on bring the officials honesty and credibility into question. The tone of your voice plays a big role in delivering the message.

Barry Mano, Editor of "Referee" magazine gives an excellent example of the importance of using good judgment in the handling of a game with the **'pour no Gasoline" philosophy.** The basic concept of this idea is that during the course of a game, many little incidents can occur that can be compared to small piles of kindling all over the venue that are ready to start on fire. As a referee it is our role to ensure that when the fires start, we remain clam and make every effort to extinguish the flame, rather than adding fuel to the fire. If there is a contentious issue that arises, and as referees we "pour gasoline "on the situation with a flippant verbal remark, a non-verbal gesture that inflames or an incorrect call, we are not doing our part to keep the game under control. Proper communication techniques can put out a lot of fires.

In summary, communication for referees is extremely important to game management. **The way an official communicates is tremendously important to their success.** Referees must show they are receptive to messages, and can then deal with them in an appropriate manner. Developing your communication skills will enhance your ability as a referee.

Conflict Management

Conflicts in officiating are inevitable. Whenever two teams meet to compete, conflict is already present. It may not manifest itself in every game, but conflict will arise between players, coaches, fans and officials and it is the role of the official to manage the conflict, regardless of when and where it occurs.

Referees should approach each game with the understanding that a big part of their job is conflict management, and when conflict is managed well, officials can take a measure of satisfaction in their role. You will not make calls that please both teams so since your goal is not to please people, the best you can hope for is to earn respect for the job you do. Refereeing will never be a popularity contest.

As well, **officials need to understand that conflict that arises in a game is not always a referees fault.** We live in a world that loves to place blame and often this blame is placed on referees unfairly. Referees can be a convenient scapegoat for the frustrations of a coach, player or spectators. Understanding this will help referees deal with conflict without taking on all of the pressures that fall on those who are asked to arbitrate the game in a fair and safe manner.

One way to understand or prepare for conflict is to know the environment you are going into and act appropriately. **Be aware of the context of the game.** There may be conflict between rivals, or teams made up of different nationalities. If the teams have played recently in a game that had a lot of conflict, some emotions could carry over.

Referees are often accused of “having rabbit ears” when they seem to hear everything that is going on and possibly overreact, but it is also important an official does not go deaf either. Ensure that you hear the different types of verbal communication going on in the game between opponents.

When you make a tough call, expect controversy. Whether it is verbal harassment, negative body signals or other forms of disagreement expect it and know where you draw the line on how much you will accept. If you handle conflict successfully, your overall game management skills will be enhanced.

Let's look at some general situations that may occur in a game and examine appropriate and inappropriate responses.

Verbal challenges occur during the course of a game. If a player or coach challenges you, it is imperative that you listen carefully, weighting all of the information that is presented at that time, and also considering other game factors. Perhaps the coach is trying to seek an advantage or edge on future calls through intimidation, save face after a move goes wrong or protect a player.

Adversity between coaches and referee comes down to one factor, coaches' care who wins and referees don't!

Remember as well that some coaches confront referees as a psychological tactic. They know you won't change your call but perhaps they can plant seeds of doubt that may get them a break on the next call, may intimidate you, or may get their team and fans fired up. They are generally are not confronting you as much as the uniform and what it represents.

If you feel that you need to go to the team bench area to discuss a situation with the coach, or to deliver a warning keep the following guidelines in mind. First of all deliver the message directly to the coach. Try to avoid facial expressions while taking in information as things like a scowl or shaking the head can increase the animosity of the coach. **Do not get into prolonged discussions or arguments with the coach. Deliver the message quickly and get the game going again as soon as possible.** You cannot get into an argument with a coach if you do not participate!

When you go to the team bench area to resolve an issue or deliver a message, ensure that you are only there to handle that problem. If a coach brings up an incident that happened earlier in the game, simply remind the coach that the issue at hand is what you are trying to clarify, not what happened earlier, and turn the conversation back to the present issue.

Officials must be very careful not to lose their cool. Officials are charged with keeping control of a game and there is never a valid excuse to lose control. Work on maintaining and controlling emotions in emotionally charged situations. Never use vulgarity and "treat disrespect with respect.

When dealing with abusive fans, never get into verbal exchanges or gestures. Be more tolerant of fans than any other group, but if at any time they cross the line, stop the game and use the rules to reject that person from the venue.

Knowing the rules, procedures and techniques will help you in your refereeing, however knowing how to handle people and conflict situations separates the best from the rest. Work on your people handling skills in each game. After a game think about the situations that occurred and determine if certain situations could have been handled better or differently. Learn from each situation and your skill as a referee will improve.

SECTION 7

RULE HIGHLIGHTS and PROCEDURES

In this section of the referee manual, you will learn the key rules and procedures needed to be an effective IBSA Certified Goalball Referee.

REFEREE POINTERS

To referee a game of Goalball competently, referees must be completely familiar with each and every rule in the International Blind Sports Federation's Goalball Rule Book. However there are many rules which require a more detailed explanation than is available in the rule book. To help referees be consistent in their interpretation of the rules, the following section contains a series of referee pointers (additional explanations) to clarify a selected number of key rules. A complete set of rules are included as Section 12.

Should there be any misunderstanding of the rules for Goalball, the English version will be used.

1 The Court

- 1.1 The dimensions: The court will be a rectangle 18m long by 9m wide (+/- 0.05m). Measurements are to the outside edges. Nothing except the court markings will be allowed as markings on the court. (See diagram Section F). The court is divided every 3m along its length to give six areas.
- 1.2 The team area is the area in front of the goal at either end and has player orientation lines as per the diagram and its measurements. (see Section F)
- 1.3 The landing area is the area of the court in front of the player's area. It is 9.00meter (+/- .05m) wide by 3.00m (+/- .05) long. (see Section F)
- 1.4 The neutral area is the middle area of the court. It is 6m. (+/- .05) long by 9.00m (+/- .05m) wide and is divided into two by the centre line. (see Section F)
- 1.5 All lines will be 0.05m in width (+/- .01m) and will be marked with tape. They will have string under them to assist with player orientation. The string will be 0.003m (+/- 0.0005m thickness) and will be placed under the top layer of tape
- 1.6 Around the entire court there will be a tape line (no string) 1.5m (+/- 0.05m) from the side line and goals lines. This is called the 'line out line'. If the ball goes over this line the referee will whistle and call 'line out'.
- 1.7 The floor of the court must have a smooth surface, and be approved by the IBSA Technical Delegate. For Paralympic Games, World Championships and Continental Championships, Taraflex, wooden or plastic floors can be used.

Referee Pointers

This includes the Nets; no tape markings or other materials are allowed on the net, post or crossbar. "Out of bounds" is any area outside of the court. A ball is considered "in bounds" when any part of the ball is touching the line.

Any time the ball crosses the Line-out Line the Referee will blow the whistle, stop the clock, and restart play.

2 The Team Bench Area

- 2.1 Each team will have a team bench area which will be positioned on either side of the officials' table, a minimum of 3.00m from the court's side line. It will be 4.00m long (+/- .05m) and at least 1m deep and will be marked by a non-tactile tape line (See Section F)
- 2.2 The team bench areas will be at the same end of the court as the players, close to the officials' table so that the bench is not in line with the team area. (See Section F)
- 2.3 At half time the team bench areas will change ends as the players do.
- 2.4 All members of the team will remain in their designated bench area during play. **Team Penalty –**
- 2.5 If a player who has been injured or has left the competition wishes to sit on the team bench they must wear an identifying jersey as provided by the organizing committee of the tournament and will be considered a non-participant. **Team Penalty –.**

Referee Pointers

Bench areas must not be in line with team areas. All members of a team must remain in the area during play. Check for an identifying jersey before start of game.

4 The Ball

The ball will conform to the following specifications:

- Diameter : 24-25cm
- Circumference : 75.5cm-78.5cm
- Weight : 1.250gr. +/- 50gr.
- Sound holes : 4 holes in upper hemisphere
staggered from 4 holes in lower hemisphere
- Bells : 2 pcs
- Elastomer : Natural Rubber (NR)
- Hardness according to Norm
DIN 53505 : 80-85 °Shore A
- Colour : blue
- Surface : knobbed
- No toxicological components

Referee Pointers

When the ball is intentionally altered (roundness) by a player the play will be stopped, a warning given to the player, and play resumed. If, after the warning, the player alters the ball a second time a Personal Unsportsmanlike Conduct penalty will be given. However if the ball's shape is unintentionally altered by a player's actions, such as falling on the ball, the play will be stopped until the ball has regained its shape with no penalty to the player or team.

5 Uniforms

- 5.1 All players must wear a team shirt.
- 5.2 Each player must have a number permanently fixed to the front and back. The numbers will be at least 20 cms high and must be either, 1, 2,3,4,5,6,7,8 or 9.
- 5.3 Clothing, equipment and padding must not extend more than 10 cm from the body.
- 5.4 At the Paralympics and World Championships, the game jersey, pants and socks worn by all competitors on a team must be identical and meet all advertising standards as required by the organizing committee – **Team penalty** –

Referee Pointers

Check all player's equipment and uniforms before the start of the game.

6 Eyeshades / Eye Patches / Glasses and Contact Lenses

- 6.1 Players will not wear glasses or contact lenses.
- 6.2 Eyeshades must be worn by all players on the court from the time of the eyeshade check at the start of the half until the end of the half.– Personal Penalty –
- 6.3 Eyeshades eyeshades must also be worn during over time and extra throws.
– Personal Penalty – Eyeshades.
- 6.4 At all major Championships all players participating in the game, will have their eyes covered by gauze patches under the supervision of the IBSA Goalball Technical Delegate or a designated person for each team.
- 6.5 If during a time out bench players enter the court they do not need to wear their eyeshades

Referees Pointers

Each referee must ensure that the players' eyeshades of each team are physically checked before the start of the game, the second half and when players enter the court as substitutions. Use Officials' Time-Out if you believe that a player's eyeshades have become dislodged at any point during the game. Do not hesitate to check. Play is whistled dead immediately should a player's eyeshades become completely dislodged unless the referee determines that the ball may enter the net and result in a score.

Make sure that all of the required materials are available and organize the players to do the taping as quickly and as correctly as possible. If this is done incorrectly it can

delay the start of the game. However never start a game until you are completely satisfied that the taping is done correctly and none of the players can see through the gauze patches.

8 Team Composition

- 8.1 At the beginning of the tournament a team will consist of 3 players with a maximum of 3 substitutes.
- 8.2 In addition each team may have up to 3 escorts on the bench during the game. The total number of individuals allowed in the team bench areas will be nine, including the three starting players
- 8.3 The referees must be notified in writing at the coin toss, of any player(s) in the team bench area who are not involved in the game. This player(s) must wear an identifying jersey provided by the organizing committee of the tournament. - Team penalty –
- 8.4 Any player who has been eliminated will also be listed on the 'line up sheet' as non participants.

Referee Pointers

It is important that the referee check that the players on the team bench are all on the team lineup sheet before the game starts. If this is not the case the referee must put the player in a different jersey or remove that player from the team bench area. Also if a team has more than 3 escorts at the start of the game and the referee has to remove any escort on the bench it will result in a delay of game penalty. Additionally the referees must determine before the start of the game which team each will be responsible to check.

10 The Coin Toss

- 10.1 A representative of a team must be present at the correct time and place for the coin toss. – **Team Penalty – Delay of Game.**
- 10.2 They are required to fill in a line up sheet showing players names, their numbers and the escorts who will be on the bench.
- 10.3 They must also list non-participants who are going to be on the bench and non-participants must wear an identifying jersey provided by the organizing committee.
- 10.4 The coin toss will be conducted by an official.
- 10.5 The winner of the coin toss will have the choice of throwing or defending the ball first, or may choose which end of the court they would like to start play. The remaining choice will be decided by the other team.
- 10.6 At the end of any first half, the teams will change ends and benches. The first throw of the second half will be thrown by the team that defended the first throw at the start of the game.

Referee Pointers

If a delay of game penalty is given at the start of the game before a throw has taken place, the player to defend the penalty shot will be selected by the coach, whose team is throwing the penalty shot. After the penalty has been completed the game will start in the standard method. At the Paralympics and World Championships, the coach making the selection must make his decision five (5) minutes before the scheduled beginning of the game.

12 Length Of The Game

- 12.1 A game will be a total of 20 minutes divided into 2 halves of 10 minutes each.
*(Effective January 01, 2011 – A game will be a total of **24 minutes in duration**, divided into 2 halves of 12 minutes each.)
- 12.2 There will be at least 5 minutes between the end of a game and the start of the next game. At the Paralympics and World Championships there will be a minimum of 15 minutes between the end of a game and the start of the next game.
- 12.3 An audible warning will be given 5 minutes before the start of the game.
- 12.4 The players who are going to start any half must be ready for eye patching/eyeshade check by the referees, 90 seconds before the start of each half.
- 12.5 There will be an audible warning 30 seconds before the start of each half.
- 12.6 Half time will be 3 minutes.
- 12.7 All teams, and players, should be ready to start any half 30 seconds after the audible warning sounds (SEE rule 12.5) - **Team or Personal Penalty – Delay of game.**
- 12.8 Any half will be considered complete at the end of time.

Referee Pointers

When the time has expired and the horn is sounded the game is over regardless of the ball's position. Silence must be enforced until the end of the game, as spectator noise (in a close game) could distract the players from hearing the ball, thus putting them at a disadvantage. If a goal is scored at the end of the game and there is crowd noise a judgment must be made to determine if the crowd noise distracted the player. If it is determined that this is the case the goal will be disallowed.

A referee must determine at the end of a half or game, if the ball entered the goal before time expired. If time had expired before the entire ball entered the goal the score will not count. This can be a very difficult call so always watch the ball and listen for the end of the game. Time is stopped during all penalty situations.

13 Game Protocol

- 13.1 The referee starts the game by asking for quiet and reminding everyone to remain quiet while the ball is in play. The referee then calls 'centre', and throws the ball to the team who is to throw first and the player who is closest to the centre position. The referee will then blow their whistle three times and say 'play'.
- 13.2 The main clock will be started on the third whistle.
- 13.3 The referee will complete any half by whistling and calling 'half time', or 'game'. This is a signal that the half is complete and the players may touch their eyeshades and is to

ensure that a penalty situation did not occur before the end of the half. **Personal Penalty - Eyeshades**

- 13.4 The main time clock will be stopped whenever the referee blows their whistle and start again on the next whistle except during a penalty situation. The game clock is stopped during a penalty situation.
- 13.5 Any time the ball needs to be put back onto the court it will be dropped by a referee or goal judge at the sideline 1.5 m in front of the goal post closest to the side it exited the court.
- 13.6 Any time a ball is thrown out over the side line, the referee will call 'out'. The ball will be dropped back into play at the opposite end of the court it was thrown from, by a referee or goal judge at the sideline 1.5 m in front of the goal post closest to the side it exited the court. The referee will then call 'play'.
- 13.7 If a ball goes out over the side line and the line out line, the referee will call "out", blow their whistle and call 'line out'. The ball will be dropped back into the defending team as above. The referee will then blow their whistle and call 'play'. The ten second clock will be stopped on the first whistle and be restarted on 'play'.
- 13.8 Any time the ball is dropped back into play by a referee or goal judge at the 1.5m line in front of the goal post, the referee will blow their whistle and call "play" even if no team member is attempting to pick up the ball.
- 13.9 No additional aids of orientation are permitted on court. – **Team or Personal Penalty – Delay of Game.**
- 13.10 Following a penalty situation, players may be re-orientated by a referee. At any other time a referee must reorientate a player, a personal Delay of Game penalty will be called.
- 13.11 When a thrown ball comes to rest in the team area of the defending team, without a defending player touching it, this will be a dead ball. The referee will blow the whistle and call "dead ball." The ball will be put back in to the defending team by an official as per rule 13.5. A "dead ball" will also be called if the thrown ball hits the goal post/crossbar without touching a defending player and comes to rest in either, the team area, landing area or first half of the neutral zone. The whistle will not be blown until the ball has completely stopped its motion.
- 13.12 If a team member needs to leave the field of play (FOP) for any reason (ie. medical attention, equipment adjustment) this will only be allowed during an official stoppage in play and they may not return until the end of that half of the game.
- 13.13 To ensure the flow of the game, an Official Time-out to wipe the floor will only be taken when the referee determines that the safety of the players may be compromised. Wiping of the floor will only take place during an official stoppage in play.

Referee Pointers Restart Play After Ball is put back into play

Do not hesitate to call "play" and start play and the ten second clock regardless of the player's reaction to the ball being put into play or a player's reaction on the court. The referee should not wait until a team is "ready".

In a penalty situation only the referee can re-orientate a player. If it is necessary to re-orientate a player at any other time during the game regardless of the person doing the re-orientation a personal delay of game penalty will be assessed. It is important to be careful not to penalize a player for a mistake made by the goal judge.

13 Scoring

- 14.1 At any time the ball is in play and completely crosses a goal line, (see Section F), a goal is scored.
- 13.1 A goal cannot be scored by an official passing the ball in to play.
- 14.3 If a defending player's eyeshades are moved or come off when hit by a thrown ball, the play will be allowed to continue and if the ball completely crosses the goal line it will be considered a goal.
- 14.4 The team with the most goals at the end of time will be the winner.
- 14.5 At any time during the game one team leads by 10 more goals than the other team, the game is finished.

Referee Pointers

A referee must determine if at the end of a half or game the ball entered the goal before time expired. If time had expired before the entire ball entered the goal the score will not count. This can be a very difficult call and must be made without hesitation. Do not react to a player's eyeshade being dislodged until you have determined whether or not the shot will score.

14 Team time out

- 15.1 Each team will be allowed 3 time outs of 45 seconds during the game. Once one team has called a time out both teams may use the time out.
- 15.2 Each team will be allowed one time-out during the entire overtime.
- 15.3 A team that has control of the ball may request a time out, or when there is a whistle stoppage in play, either team may request a time-out.
- 15.4 A time out may be indicated to the referee by any member of the team, using the "time-out" hand signal (see Section F) and/or by saying time out.
- 15.5 The timeout starts when the referee announces the requesting team by name.
- 15.6 A ten second timer will record the 45 second time-out, giving an audible warning signal 15 seconds before the time-out is finished and again when the time-out expires.
- 15.7 When the 15 second audible signal sounds, the referees will call out "15 seconds".
- 15.8 A substitution may be called before the end of the time out. If the team that requested the time-out signals for a substitution before the end of the time-out, that team will be charged with both a time-out and a substitution. - **Team Penalty – Delay of Game.**
- 15.9 After a team calls a time out at least one throw must take place before the same team can call another time out or a substitution.
- 15.10 If a team takes more than three time-outs during regulation time, or more than one time-out during overtime, a **Team Penalty – Delay of Game** will be called.
- 15.11 When the referee says 'quiet please' all coaching from the bench must stop. **Team Penalty – Illegal Coaching.**

Referee Pointers

A coach or player can request a time out using non-verbal hand signals and/or by saying "time out." A time out can only be acknowledged by a referee during an official break in play or when the ball is under control of the team requesting the time-out. The

ball is also considered under control once it has crossed the side-line after being "blocked out" or thrown "out".

This rule prevents a team from using time-outs or substitutions to use up time at the end of a half or game. Ensure that at least one throw has taken place before allowing the same team to take another time-out or substitution. In the last minute of a half or game always be aware of the coaches and their desire to call a time-out.

16 Official's time out

- 16.1 A referee may call an official's time out at any time.
- 16.2 If a referee has whistled for an official time-out as the result of the actions of the team in possession of the ball, the ball will be controlled by the goal judge. At the end of the time-out the goal judge will drop the ball 1.5 meters in front of the goal post. (13.5)
- 16.3 There is no time limit on an official's time-out.
- 16.4 During an 'official time out,' teams on the bench may coach the players on the court until the referee calls 'quiet please'. Then all coaching from the bench must stop. – Team Penalty

Referee Pointers (Official's Time-Out)

Be careful calling an "Official's Time-Out" as this will have the effect of resetting the ten second clock. Always call "quiet please" at the end of an "official's time-out" to prevent continued coaching.

Anytime the referee is in doubt about a situation that may change the outcome of a game they should call an "official's time-out" and confer with the other referee to rectify the problem. This should be done as quickly as possible to allow the flow of the game to continue.

17 Medical time out

- 17.1 In the event of an injury or illness a 'medical time out' may be called by a referee.
- 17.2 The ten second timer who is not presently timing the 10 seconds, will time the 45 second medical time out.
- 17.3 An audible warning will be given to the referee at 30 seconds and again at 45 seconds.
- 17.4 If the referee determines the injured player is not ready to play at the end of the medical time-out they must be medically substituted but may return if the coach uses a regular substitution to return the player to the game.
- 17.5 If any team member from the team bench enters the court during a medical time-out, the injured player must be medically substituted.
- 17.6 During a medical time-out, coaching is permitted from the bench until the referee calls 'quiet please'. – Team Penalty

Referee Pointers

On medical time-outs, be sure to motion the coach to remain off the court until a determination has been made that the player is indeed injured. A coach may call a time-out and enter the court to discuss the situation with the player.

18 Blood Rule

- 18.1 If a player receives an injury where blood is observed by the referee the player will be removed from the court and may not return to the court until bleeding has stopped, the wound is covered and if necessary, the uniform changed.
- 18.2 If the injured player is substituted because of a blood issue, this will be considered a medical substitution' and the player may return if the coach uses a regular substitution and only if the referee determines the player has met the requirements of rule 18.1.
- 18.3 Before play restarts all contaminated surfaces must be appropriately cleaned.
- 18.4 If the player does not have an additional game shirt with the same number available they will be allowed to wear a shirt with a different number as long as this is indicated to the referee who will announce the change.

Referee Pointers

If the blood observed can be quickly removed from the player (in the case of a small scrape) and a band-aid will easily take care of the situation, call a medical time out and have a coach deal with the situation without medically substituting the player.

The player will be permitted to return to the court if the situation can be rectified within the 45 second medical time out.

19 Team Substitutions

- 19.1 Each team will be allowed 3 substitutions during regulation time.
- 19.2 Each team will be allowed 1 substitution during over time.
- 19.3 The same player may be substituted more than once.
- 19.4 A team that has control of the ball may request a substitution, or when there is a whistle stoppage in play; either team may request a substitution.
- 19.5 A substitution may be indicated to the referee by any member of the team, using the "substitution" hand signal (See Section F) and/or by saying "substitution".
- 19.6 The substitution starts when the referee announces the requesting team by name.
- 19.7 Once the substitution has been announced by the referee, the coach will hold up the substitution boards with the number of the player to come off court, and the number of the player to go on the court.
- 19.8 In a tournament requiring patching, the player to be substituted into the game must be patched and ready for eyeshade inspection when the referee announces the substitution. Any delay caused by a coach or a player to be substituted will result in a penalty. **Team Penalty – Delay of Game.**
- 19.9 A time-out may be called before the end of a substitution. If the team that requested the substitution signals for a time-out before the end of the substitution, the team will be charged with both a substitution and a time-out.

- 19.10 After a team completes a substitution, at least one throw must take place before the same team can call another substitution or time-out.
- 19.11 A goal judge will bring the outgoing player off the court and then take the incoming player to the goal post nearest the team bench. The player coming off the court may not touch their eyeshades until they are completely off the court. – **Unsportsmanlike Conduct**
- 19.12 During a penalty situation, substitutions will be allowed, except for the penalized player.
- 19.13 Coaching from the bench is allowed during a substitution until the referee says 'quiet please'. **Team Penalty – Illegal Coaching.**
- 19.14 Any player substitutions during half time will not count as one of the team's three substitutions. During half time, teams must indicate the substitution to the referee who will then announce it at the beginning of the second half of play. **Team Penalty – Delay of Game.**
- 19.15 If a team takes more than three substitutions during regulation time, or more than one substitution during overtime, a Team Penalty-Delay of Game will be called.

Referee Pointers (Team Substitution)

Any half time substitution which is not indicated to a referee will result in a team delay of game penalty. Calling a substitution to change players positions on the court will count as two substitutions, i.e., left to right. Ensure that at least one throw has taken place before allowing a team to take another time-out or substitutions. In the last minute of a half or game always be aware of the coaches and their desire to call a substitution. Always call "quiet please" at the end of the substitution to prevent continued coaching.

20 Medical Substitution

- 20.1 When an injured player needs to be substituted this will not count as one of the three substitutions allowed in the game.
- 20.2 Two stoppages during regulation time for the same player who is temporarily injured will result in that player's removal from the court for the remainder of that half of the game.
- 20.3 After a medical time-out has been acknowledged, the referee will determine whether the player is able to continue to play at the conclusion of forty five (45) seconds. If the referee determines the player cannot continue or if any one from the team bench area enters the court during the medical time-out, the player must be substituted but may return if the coach uses a regular substitution to return the player to the game.
- 20.4 The team bench may communicate with the players on court during a substitution until the referee says 'quiet please'. – **Team Penalty**

Referee Pointers

Medical Substitutions will not count as one of the team's allowable substitutions. Be fair but firm in enforcing the two stoppage portion of this rule.

SECTION C i

INFRACTIONS

When an Infraction occurs the referee will blow the whistle and name the infraction. The ball will be given to the team that did not commit the infraction.

Referee Pointers

Always use the goal judges for assistance in directing the ball to the correct team and be aware of which team should have possession of the ball.

21 Premature Throw.

- 21.1 If a player throws the ball before the referee has given the 'play' command, this is a premature throw.
- 21.2 The throw counts but cannot score.

Referee Pointers

No goal can be scored on this play, however the shot will count as a throw and the ball will be given to the defending team. In some situations, the ball will already be with the defending team so the referee can just blow the whistle, announce the infraction, blow the whistle and call "play".

22 Pass Out

- 22.1 When the ball goes over the side line or center line, in the act of passing the ball between team members
- 22.2 When the ball hits an object above the court
- 22.3 When there is an intentional action by a defending player not to control the ball and the ball goes over the side line.

Referee Pointers

The referee must blow the whistle as soon as the ball completely crosses the sideline, and the ball is turned over to the defending team. Before the start of the game instruct the goal judges that in a "Pass OUT" situation **not** to stop the ball until it has crossed the side line.

23 Ball Over

- 23.1.1 If a ball is blocked by a defending player and the ball rebounds over the centre line.
- 23.2 If the ball hits a goal post or cross bar and rolls back over the centre line.
- 23.3 This rule does not apply to extra throws and penalty throws.

Referee Pointers

The referee must blow the whistle as soon as the ball crosses the centerline.

SECTION C ii

PERSONAL PENALTIES

In the case of a 'Personal Penalty' the referee will blow the whistle, name the penalty, the number of the player and the team. The penalized player will defend the penalty shot. If the team awarded the penalty shot decides to decline the penalty throw, they should indicate by using the hand signal (see Section F) and or by saying "penalty declined". The rules of the game apply to all penalty throws. The team declining the penalty will have possession of the ball when play starts again. The game clock is stopped during all penalty situations.

Referee Pointers

Time is stopped during all penalty situations and the referee is responsible to ensure that the scorers table does not make a mistake. If a mistake is made and time has been deducted, the clock will be reset to the correct time. Should time expire and the referee deems that a penalty occurred before time expired a penalty shot will be thrown and the game will be complete after the throw has been taken unless another penalty occurs.

24 Short Ball

- 24.1 Any time a thrown ball stays on the court but the forward motion stops before the defending teams team area. The team that threw the ball will be penalized.
- 24.2 The throw counts but cannot score.

Referee Pointers

For the purpose of this rule the penalty throw will be awarded to the team that would have received the ball had it not stopped before the team area. The whistle will be blown to stop time when the ball has stopped its forward motion.

25 High Ball

- 25.1 After a thrown ball has left the player's hand, it must touch the court at least once on or before the highball line.
- 25.2 The throw counts but cannot score.

Referee Pointers

The referee must be correctly positioned to call this penalty and should be in a position that allows the referee to clearly see the front limitation line of the landing area. As the speed of the ball can be very fast, positioning is very important. Do not hesitate to make the call immediately. On close calls listen for the ball striking the tape/string of the front limitation line as it will make a distinct sound.

26 Long Ball

- 26.1 Any time a player throws the ball it must touch the floor at least once in the neutral area.
- 26.2 The throw counts but cannot score.

Referees Pointers

The referee at the defending end should track the ball in the air and call Long Ball immediately.

27 Eyeshades

- 27.1 During the game any player on the court who touches their eyeshades without the referee's permission, will be penalized.
- 27.2 A player removed from the court during a penalty situation may not touch their eyeshades.
- 27.3 A substituted player coming off the court may not touch their eyeshades until they are off the court.

Referee Pointers

Once the referee has granted permission, the player will be asked by the referee to face towards his/her goal net and then make the necessary adjustments. The referee must then recheck the eyeshades to ensure they are correctly in position. The referee must continually watch for the correct position of the eyeshades. Do not allow players to request eyeshade adjustments to take a rest from play. Do not acknowledge an eyeshade request if a ten second penalty will be called against that team. If a player continues to make requests which are not needed, warn the player about a Delay of Game penalty, and if it continues, call the penalty.

Allow the flow of the play to continue, do not allow a player to ask for eyeshades to stop the play. When a player asks for eyeshades, and it is not deemed immediately necessary, allow the play to continue until a whistle stoppage or when the team of the player not asking for eyeshades has control of the ball, and then allow the player to adjust their eyeshades.

Remember, if an official time-out is called for an eyeshades adjustment for the team in possession of the ball, the ball must be taken away from the team and play restarted after the eyeshades adjustment.

28 Third time throw

- 28.1 A player may only throw the ball two consecutive times.
- 28.2 The third and any other consecutive throws before a team-mate has thrown, will be a penalty.
- 28.3 The throw counts but cannot score.

- 28.4 The number of consecutive throws will be carried over to the second half of regulation or overtime but not from regulation time to overtime. A throw during a penalty shot will be recorded as a throw.
- 28.5 Scoring an own goal against your own team will not count as a throw.
- 28.6 The table official will indicate this penalty to the referee.

Referee Pointers

This penalty will be indicated by a table official, who will count the throws and inform the referee by using a horn and holding up a sign with the number three on it. If after the penalty throw the same player returns to the court and takes the next consecutive shot, another Third Time Throw penalty must be assessed.

29 Illegal defense

- 29.1 The first defensive contact with the ball will be made by a player who has any part of their body touching the floor in the team area.

Referee Pointers

It is important that the referee is in the correct position near the front limitation line of the team area to make this call. This is an advantage situation and referees must wait until a goal is scored, the player has control of the ball, the ball is blocked out or until ball over.

30 Personal delay of game

- 30.1 Players must be prepared to play at the start of any half, on the referees command.
- 30.2 Players must not be re-orientated by anyone other than an on court teammate.
- 30.3 Any action taken by a player in the opinion of the referee to deliberately delay the game may receive a warning or a delay of game penalty.

Referee Pointers

Judgment must be used to ensure a player is not penalized due to a mistake by a goal judge, and that a language problem is not preventing the player from starting/continuing the game.

31 Personal Unsportsmanlike Conduct

- 31.1 If the referee determines that a player is not behaving in a sportsmanlike manner, the player may be given a personal penalty. Furthermore, any unsportsmanlike conduct may result in elimination from the game or ejection from the premises. If the referee feels it is necessary, a player may be ejected from further competition in the tournament.
- 31.2 A player so eliminated will not be replaced during that game.

- 31.3 Any intentional physical contact with an official, caused by a player, will result in immediate ejection of that player from the game and the field of play.
- 31.4 Players must not intentionally change/alter the shape of the ball.
- 31.5 No foreign substance will be allowed as an enhancement aid in the sport of Goalball. The use of Resin/"Stick'em" or any other foreign substance that increases or decreases the adhesion of the surface of the ball to that of a player will be strictly prohibited.

Referee Pointers

If a player is eliminated from the game, a team must continue with two players or forfeit the contest. Warning of ejection may actually be more effective than an actual ejection. Do not hesitate to use this penalty to keep control of the game. No physical contact by a player against a referee will be tolerated.

32 Noise

- 32.1 Any excessive noise made by a player during the act of throwing or after they have released the ball, that prevents the defending team from tracking the ball, will be penalized.

Referee Pointers

This is a judgment call and must be based on the fact that the player throwing the ball is intentionally making noise to distract the defending team. When considering making this call do not be intimidated by the reaction of the defending team or coaches.

SECTION C iii

TEAM PENALTIES

In the case of a Team Penalty the referee will blow the whistle, announce team penalty, announce the penalty and then ask the table for the number of the player with the last recorded throw. That player will defend the penalty shot. If the team awarded the penalty shot decides to decline the penalty throw, they should indicate by using the hand signal (see Section F) and/or by saying "penalty declined". The team declining the penalty will have possession of the ball when play starts again. In the event that a team penalty is awarded before a throw has been taken, the player to remain on the court to defend the throw will be selected by the coach of the team throwing the penalty shot.

33 Ten Seconds

- 33.1 A team must throw the ball within 10 seconds of the team's first defensive contact with the ball.
- 33.2 If a time out, substitution or line-out occurs after defensive contact has been made, the ten second clock will be stopped/paused on the referee's whistle and be restarted when the referee calls "play". The team will have the remaining time left on the clock to throw the ball
- 33.3 The 10 seconds clock will be reset if an "official's time out" is called.
- 33.4 The 10 seconds clock will be reset after a goal.
- 33.5 The 10 seconds clock will be reset at the end of any half
- 33.6 The ten second timer at the table will indicate to the referee if the team is still in possession of the ball when the clock reaches 10 seconds from first contact.
- 33.7 The ten second clock will start from first defensive contact regardless of whether or not the team has control of the ball

Referee Pointers

If a Referee calls for an official's time-out before the team has thrown the ball, the ten-second clock will be reset. It is very important to ensure that the ball is put back in play quickly after blocked out. The ten seconds clock will be controlled by the timer(s) and indicated by the sounding of a "horn" and holding up a sign with the number ten on it. (See Section F) The Referee should also be aware of quick or slow ten seconds and take appropriate action. If a referee or goal judge takes too long to put the ball back in play, consuming too many seconds, the referee will blow his/her whistle, call Official's Time-Out to reset the 10 second clock and then restart play. Do not allow players to call for an eyeshade check as this would result in an official's time-out and a re-setting of the ten-second clock. Reset ten second clock after a goal.

34 Team delay of game

- 34.1 A member of the team will be at the coin toss at the scheduled time.
- 34.2 The team must be ready to start play at the start of any half on the instruction of the referee.
- 34.3 Any action of a team preventing the continuation of the game.

- 34.4 The referees must be notified between halves, of any substitutions made at half time.
- 34.5 A team may not request a fourth time out.
- 34.6 A team may not request a fourth substitution.
- 34.7 A player to be substituted must be ready to play when announced and the coach must be ready to indicate the player numbers coming out and going in.

Referee Pointers

Always check with the scorer's table at the start of the second half to ensure that the players on the court for both teams are the same as those at the end of the first half. If they are not the same and you have not been notified by a coach of a substitution at half time a penalty must be called. **Make sure to announce all substitutions at the beginning of the second half.**

35 Team un-sportsmanlike conduct

- 35.1 All members of the team and it's delegation that are present at the game must behave in a sportsmanlike manner
- 35.2 Any further unsportsmanlike conduct may result in elimination from the game or the premises and/or further participation in the tournament if a referee feels that the situation deserves it.

Referee Pointers

This is a very serious penalty, so be certain that your call is well-justified and award a penalty only after other resolution actions have failed. Be very cautious with this call. Warning of ejections may actually be more effective than actual ejection to handle abusive conduct. Unsportsmanlike conduct from team members not on the court or spectators will not be tolerated and that person will be ejected immediately after the first warning.

36 Illegal coaching

- 36.1 Members of the team on the bench may not communicate with the players on the court except during time-outs, substitutions or during an official's time out and only until the referee says 'quiet please'.
- 36.2 Coaches may communicate with players after the result of a penalty shot has been announced by the referee
- 36.3 Coaches may NOT communicate with players during extra throws.
- 36.4 If there is a second incident of illegal coaching during the same game, that person will be removed from the field of play (FOP) and a team penalty will be assessed

Referee Pointers

Always call "**quiet please**" at the end of the substitutions, time outs, and official time-outs where coaching is permitted to prevent continued coaching. If a coach continues to communicate instructions to the player on the court after the "**quiet please**" command an illegal coaching penalty will be assessed.

37 Noise

- 37.1 Any excessive noise made by any member of the throwing team while another player is throwing or after the ball has been released; that prevents the defending team from tracking the ball, will be penalized.

Referee Pointers

This rule will be used if any other player on the throwing team other than the player throwing is deliberately making noise to distract the defending team. As this situation requires a referee to make a judgment to the intent of the players, always be absolutely sure of your interpretation of the actions and do not be intimidated by the reactions of the players on the court or the coaches.

SECTION D

AT THE END OF THE GAME

38 Overtime

- 38.1 If a winner is needed in the case of a tied score at the end of regulation play, the teams will play 2 additional 3 minute halves if needed.
- 38.2 There will be a 3 minute break between the end of regulation time and the first overtime half.
- 38.3 During this time there will be a coin toss to determine which team throws and defends and which end the teams will start play
- 38.4 During the second overtime half, the starting situations will be reversed and the teams will change benches during a three (3) minute break between halves.
- 38.5 The team to score the first goal is the winner and the game will be completed.

Referee Pointers

The two referees must decide before the start of overtime which team each will take at half time to ensure that the change of team benches is done smoothly and that any eye patching that needs to be completed is finished without delay.

39 Extra Throws

- 39.1 If the score is tied at the end of overtime, extra throws will decide the winner. The rules of the game apply to all extra throws.
- 39.2 When a winner needs to be determined, the coach must submit a line up sheet for extra throws at the coin toss. This must include all players on the game line up sheet.
- 39.3 The number of extra throws per team will be determined by the minimum number of players listed on either line up sheet.
- 39.4 Players eliminated from the competition, injured or considered unfit to play will be deleted from the line up sheet and players will move up in order.

- 39.5 There will be another coin toss to determine which team throws first throughout each pair of extra throws.
- 39.6 The coaches and escorts will be removed to the opposite side of the court immediately at the end of overtime and no coaching will be allowed.
- 39.7 All players will wear eyeshades and remain in the team bench area until taken on to the court by a referee and all extra throws have been concluded.
- 39.8 The first person on the line up sheet from each team will enter the court assisted by a referee, and each player will throw once.
- 39.9 If an offensive penalty occurs, the throw counts but cannot score. If a defensive penalty occurs then the throw will be repeated unless that throw scored.
- 39.10 The sequence is repeated until the minimum number of players have had a chance to throw and defend. A winner will be declared when one team is more goals ahead than there are throws remaining.
- 39.11 The team with the greatest number of goals will be declared the winner.

Referee Pointers

The line-up sheet must be kept confidential. Players must not be put in order until coaches, escorts and non playing player(s) are moved to the opposite side of court, then check to ensure players are in correct order and that all players have been patched and are wearing eyeshades.

During Extra Throws remember that an own goal, although highly unlikely, is possible so do not declare a winner until a team is more goals ahead than there are shots remaining.

During Extras Throws, each game referee will have responsibility for one team and ensuring that all procedures are correctly followed. The table side referee will be responsible for putting the ball into play for each team during extra throws while the other referee will assume the defensive duties.

40 Sudden Death Extra Throws

- 40.1 If the game is still tied after extra throws, the game will be decided by Sudden death extra throws.
- 40.2 Another coin toss will decide which team throws first and after each pair of throws, the team to throw first will change.
- 40.3 The order of throws will be repeated until one team has established a lead after having an equal number of throws.

Referee Pointers

During Sudden Death Extra Throws remember that teams must have had an equal number of shots before the game is declared finished and that the team that throws first, changes after each pair of throws.

SECTION E

REFEREES' AUTHORITY AND ABUSE OF OFFICIALS

41 Referees' Authority

- 42.1 In all matters of safety, the rules, procedures and play, the final decision will be made by the referee.
- 42.2 If there is a dispute between a team and an official only the head coach may speak to the referee. The discussion will only occur at an official break in play and only after the referee has acknowledged the request of the coach.
- 42.3 The referee will explain the issue to the head coach.
- 42.4 If the coach does not agree with the explanation, the game will be completed and the coach may protest the game after it is completed on the form provided by the organizing committee.
- 42.5 If a coach continues to argue the matter with the referee after the first explanation has been given, a penalty will be awarded. Team Penalty – Delay of Game.

Referee Pointers

Do not become involved in any long animated conversations with coaches. Clarify the dispute only once to a coach and quickly start the game. Do not allow the coach to use clarifications as a method to get a rest period for their players.



REFEREES DUTIES, CALL PROCEDURES and POSITIONING

In the game of Goalball both referees have equal status and must work as a team. Their duties during a game will include the following:

Before Start of Game

- a) Check that all game equipment, markings, uniforms, and player's pads are in accordance with the rules.
- b) Ensure that a Goalball is available.
- c) Review with all other officials any procedures to be used during the contest, and ensure that all technical officials are present and ready to begin. Also check the scorers table to ensure all game sheets and table equipment, such as stop watches and horns are at the table.
- d) Check the eyeshades and eyepatches of each player. The referee closest to the scorer's table will check the team throwing first and the other referee will check the team that will be defending.
- e) The referee closest to the scorer's table will then advise spectators that there must be **no noise whatsoever during the competition**. This is one of the more important pregame functions of the referees. Both referees may remind spectators about silence any time during the game if they think it is required.

End of Game

The referee must sign the official score sheet at the end of the game and ensure that the coaches of the teams have done the same.

The Checking of Eyeshades at the Start of Game

The procedure used to check eyeshades at the start of a game will be as follows:

- a) Players will present eyeshades to referee who will inspect them and ensure that no light can be seen through the eyeshades.
- b) When the referee is satisfied with the quality of the eyeshades he will return them to the player.
- c) The player will put on the eyeshades and the referee will check them to ensure they are correctly fitted.
- d) After all three players starting the half have been checked the game will begin.
- e) At major championships eyeshades and eyepatches should be checked off court with the players lined up in front of their bench area to allow for quick adjustments for taping problems.

CALL PROCEDURES

Good teamwork between the referees is essential and this section will outline the proper procedures to use when making calls which allow for the efficient operation of the game

Goal:

The referee positioned nearest to the net that the ball enters to score, will blow their whistle twice and call "Goal". After any crowd noise has subsided the referee will announce the current score of the game. Example: The score is 1-0 Greece.

End of Half or Game

The referee nearest to the scorer's table will blow his/her whistle and call "Half-Time" at the expiration of the first half or "Game" immediately after the final horn of the game has sounded.

Time-Outs

When a time-out is requested by a team the referee will blow the whistle and call "Time-Out" and announce the name of the team requesting the time-out. Example: Time-out Greece.

Substitutions

When a substitution is requested by a team the referee will blow the whistle and call "Substitution" and announce the name of the team requesting the substitution. Example: Substitution-Greece. When the coach identifies the players to be substituted, the referee on the opposite side of the court will announce the player to leave the court and the player to enter while the table side referee will run the substitution (checking eyeshades etc). Example; number 5 out number 1 in. Always announce the player leaving the court first.

Both referees can call time-outs or substitutions.

Time-Out Position

During time-outs both referees will go to the center of the court and stand beside each other facing the opposite team and watch for eyeshade penalties. This also allows the referees to discuss anything they may wish to talk about. When the scorer's table gives an audible warning at fifteen seconds, the referees will verbally announce "fifteen seconds" and return to their court position to restart play. The referees can move anywhere on the court deemed necessary to carry out their duties.

Substitution Position

During substitutions the referee nearest to the scorers table will go to the team bench area of the team that has called the substitution to check the in-coming player's eyeshades and patching and to escort the player onto the court. For the duration of this time the other referee will watch both teams for eyeshades penalties, as well as observing the other team to be in a position to call a time-out or substitution should the other team request one.

Always use some method to determine which team gets the ball after a time-out, substitution or any stoppage in play.

Infractions

An infraction by the throwing team results in the ball being turned over to the defending team. However, in some cases the ball may already be with the defending team when the infraction is announced. An example of this is Premature Throw, in which case the defending team would just keep the ball.

For an Infraction the referee will blow their whistle and call the name of the infraction, Premature Throw, Pass Out, and Ball Over.

Penalties

There are two types of Goalball penalties, Personal and Team.

The procedure for announcing penalties will be as follows:

Personal

The referee will blow his whistle and say the penalty name, the number of players committing the penalty and the team name.

Example: 1) Whistle: High Ball number 5 Canada
 Or
 2) Whistle Eyeshades number 6 USA

The procedure will be the same for all Personal penalties with the exception of Third Time Throw where a signal to indicate the penalty will come from the scorers table. The table will indicate the number of the penalized player and the referee will announce the penalty in the same manner as above; Whistle Third Time Throw number 8 Germany.

Team

The procedure is the same as with personal penalties, with the exception that the referee will **indicate that it is a team penalty.**

Example; Whistle – Team Penalty -Delay of Game or Whistle - Team Penalty - Illegal Coaching.

A signal will come from the scorer's table to indicate a Ten Second Penalty.

After a team penalty has been identified the referee will check with the scorer's table to determine, the last person to throw the ball from the team which will be penalized. The player with the last recorded throw will defend the penalty shot.

In the event that a team penalty is awarded before a throw has been taken, the player to remain on the court to defend the throw will be selected by the coach of the team that will throw the penalty shot.

Example:

Whistle: (after signal from scorers table), "Team Penalty, Ten seconds." Scorer's table will indicate the number of the player with the last recorded throw for that team and that player will remain on the court. Referee will then announce number of player to remain on the court to defend the penalty throw. Team Penalty- Ten Seconds -Number 5 Canada.

Whistle: "Team Unsportsmanlike Conduct". Scorer's table will indicate the number of the player with the last recorded throw for that team and that player will remain on the court. Referee will then announce number of player to remain on the court to defend the penalty throw. Team Penalty - Unsportsmanlike Conduct-Number 5 Canada.

The procedure will be the same for all team penalties with the exception of The Ten Second Penalty where the signal for the penalty will come from the scorer's table.

When calling a penalty on the defending team, always wait to blow the whistle until the defending team has control of the ball or a goal has scored. example; illegal defense.

Penalty Situations

Penalties are played under the rules. If a penalty is committed on a throw, a penalty will be awarded to the defending team. However, if during the penalty throw, a penalty occurs on the defending team, another penalty will be awarded, unless the throw scores. Remember to always wait for the penalty throw to be completed before calling a second penalty.

During Extra Throws, if an offensive penalty occurs, the throw will be nullified. If a defensive penalty occurs, another penalty will be awarded unless the throw scores.

Penalty Throw

At the start of a penalty throw the ball will be dropped at the side line 1.5 meters from the Goal on the side of the court of the referee that will be calling "play" or left with a player that already has the ball. When the defending player is ready, the referee nearest the team throwing will blow his whistle and call "Play".

Always make sure that the ball is directed to the correct team for the penalty throw.

After the throw has been taken, the referee watching the defending team will call:

Blocked, Blocked -out, Out, Pass Out
Or

Blow whistle twice, call "goal" and indicate the game score. Example Korea 1- Canada 0

After a penalty throw has been stopped or a goal is scored, the game is then restarted with the ball being dropped at the side line 1.5 meters from the goal on the side of the court where the ball exited or left with the player that has the ball. When both teams are ready, and the player removed from the court for the penalty has returned, the referee will call **quiet please, whistle, and play**. Should either referee notice that their team is not ready to restart play they should call an Officials' Time-Out and allow both teams the opportunity to be ready for play to restart.

Noise

Because players track the ball by the sound the ball makes, any other outside noise that interferes with a player's ability to track the ball can result in a goal and determine the outcome of a game. So it is of critical importance that the referee blow their whistle and stop play, regardless of the position of the ball, if he feels that noise will distract a defending player and will give the throwing team an advantage to score.

Team Work

During a game the referees work as a team. Keep this in mind and help your partner if a mistake is made. However **never correct another referee during the game**. If you can make the call your partner missed without undermining them, do so, otherwise continue the play. High Balls or goals at the other referees end are NOT calls that you should make. If the situation warrants it, wait until an official stoppage in play and quickly discuss the issue with your partner.

SECTION 8

MECHANICS

An important part of Goalball refereeing is managing the tempo of the game and it is vital to the game that the mechanics of the referee and goal judges allow the players to maintain the tempo they wish to set. This section will discuss the methods used by the referees to ensure that the teams, not the officials, control the tempo, speed, and strategy of the game. **Good mechanics are also important to guarantee that teams are not given penalties because of the actions or mistakes of an official.**

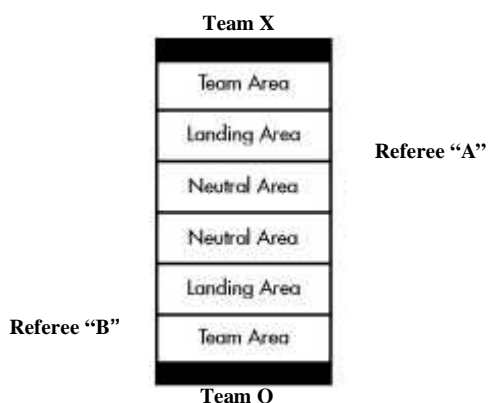
In order to not interfere with the tempo of the game if the ball is controlled by a defensive player and is only slightly over the Line Out Line, then the play should be allowed to continue after "blocked out" has been called. Should a player who has control of the ball cross the court sideline with the ball the referee will call "out".

In both of these cases, as soon as a player with control of the ball re-enters the court the referee will call "play".

POSITIONING OF REFEREES DURING PLAY

The following diagrams illustrate the proper position of referees during general play.

Diagram A



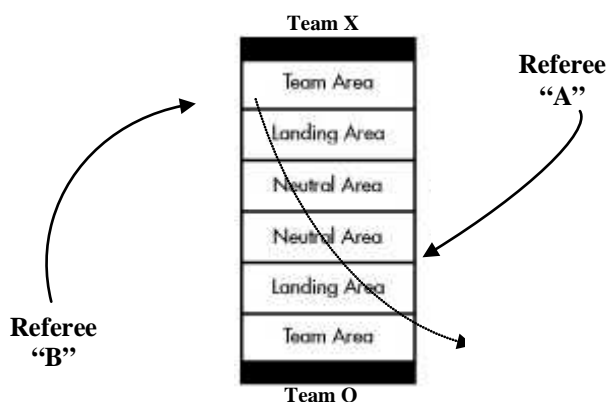
At the start of play, Referee A will be positioned at the front limitation line of the Landing Area of the team that has been awarded the first throw. Referee "A" will be responsible for calling infraction or penalties for team X. Referee A will be the referee closest to the scorers table.

Referee "B" will be stationed at the opposite side of the court at front limitation line of the Team Area of Team O.

Referee B is responsible for indicating Team O's infraction or penalties.

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Diagram B



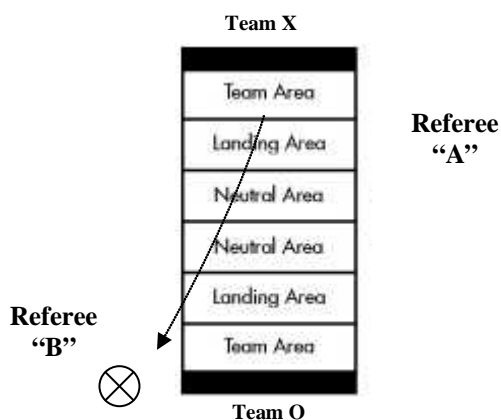
Should the ball go out of bounds on Referee A's side of the court but at the far end from him, either due to a stray throw by the throwing (Team X) or a blocked out by the defending team (Team O), Referee A will then move down the court and take up a position at the front limitation line of Team O's Landing Area.

Referee B will move to Team X's front limitation line of the Team Area and be responsible for Team X

As play continues should the ball go out of bounds on Referee B's side of the court at the far end, the referees will move back to their original positions.

At this point, Referee A will now be responsible for calling Team X's infractions or penalties and Referee B will assume the responsibility for indicating Team O's infractions or penalties. His positioning will remain in effect until another ball goes out of bounds at the opposite end from the referees.

Diagram C



When the ball passes out of bounds on the same side and the same end of the court as a referee (Referee "B" in this example), then it is NOT necessary for the referees to change ends.

For the purpose of good mechanics, the ball needs to be far enough out to allow the referees to switch ends without affecting the flow of the game and allowing them to be in a correct position to make a call.

The procedure listed above is intended only as a guideline for Level I referees. More experienced referees will develop a rhythm for movement up and down the court and referee from a position where they feel most comfortable to make a call. The amount of movement of each referee will be determined by the flow, speed and accuracy of the team's throws.

The most important aspect of positioning is for the referee to always be in the correct location to make the call.

If the ball goes out anywhere on the sideline a referee is standing, that referee is responsible for calling; out, passed out, blocked out or Line Out. **It is very important to call out, blocked out as soon as the ball has crossed the side line of the court to ensure that the ball does not re-enter the court into play, which could result in the ball scoring a goal.**

The referee is also responsible for calling "goal" for any throw that enters the net which they are nearest to.

Referee's Program 2010-2013

Ball Over will be called by the referee who is nearest to the team that will receive the ball.

Short Ball will be called by the referee nearest to the ball when it stops rolling.

Long Ball will be called by the referee nearest to the team defending the throw.

High Ball will be called by the referee nearest to the front limitation line of the Landing Area of the team throwing.

Premature Throw will be called by the referee nearest to the front limitation line of the Landing Area of the team throwing.

The Ten Seconds and Third Time Throw Penalty will be announced by the referee closest to the scorers table.

Illegal Defense will be called by the Referee closest to the Team Area defending the throw.

It is important that this protocol is maintained and that a referee NEVER makes a call for the other referee in the other referees section of the court.



SECTION 9

PRACTICAL EXAMINATION CRITERIA AND FORMS

The Practical Examination Criteria for all levels is as follows with the percentages indicating the weighted value of each component:

SECTION 1 - **50% Making Call**

SECTION 2 - **5% Uses correct calls (using correct words)**

SECTION 3 - **15% Game Control**

- 5% Advise Crown-Noise Control
- 5% Use of whistle and loudness
- 5% Explanation/Clear Voice

SECTION 4 - **10% Positioning**

- 5% Uses proper position (is the correct position to make call)
 - 1) defending team:
 - 2) throwing team:
 - 3) Team work with other officials
- 5% Flow of the game

SECTION 5 - **20% Mechanics and Ball Handling**

- 5% Referee timing
- 5% Handling the ball
- 5% Court Movements
- 5% Interaction with Goal Judges

LEVEL 1 PRACTICAL MARKING GUIDELINES

1. MAKING THE CALL

Number of Errors	Points Awarded
a. 0-2	50
b. 3	40
c. 4	35
d. 5	25
e. 6	15
f. 7	0

2. USES CORRECT CALLS

Number of Errors	Points Awarded
a. 0-3	5
b. 4	4
c. 5	3
d. 6	2
e. 7	1
f. 8	0

3. GAME CONTROL

a. Advise Crowd –Noise Control

Number of Quiet Please	Points Awarded
10	5
8	4
6	3
4	2
2	1
1	0

b. Use of whistle and loudness

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with four mistakes 3
- Volume of whistle Unacceptable and overuse 0

c. Explanation/Clear Voice

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with four mistakes 3
- Volume of whistle Unacceptable and overuse 0

4. POSITIONING

a. Uses proper position (is the correct position to make call

Number of Errors	Points Awarded
Always in position	5
Out of position 3 times	3
Out of position 4 times	1
Out of position 6 times	0

b. Flow of the game

0 interruptions	5
1 interruption	3
2 interruptions	2
3 interruptions	1
4 interruptions	0

5. MECHANICS AND BALL HANDLING

Referee Timing

Consistent Tempo	5
2 Breaks	3
4 Breaks	1
5 Breaks	0

Handling Ball/Court Movement

2 Mistakes	5
3 Mistakes	3
4 Mistakes	1
5 Mistakes	0

Interaction with Goal judges

2 Mistakes	5
3 Mistakes	3
4 Mistakes	1
5 Mistakes	0

LEVEL 2 PRACTICAL MARKING GUIDELINES

1. MAKING THE CALL

Number of Errors	Points Awarded
a. 1	50
b. 2	40
c. 3	35
d. 4	25
e. 5	15
f. 6	0

2. USES CORRECT CALLS

Number of Errors	Points Awarded
a. 2	5
b. 3	4
c. 4	3
d. 5	2
e. 6	1
f. 7	0

3. GAME CONTROL

a. Advise Crowd –Noise Control

Number of Quiet Please	Points Awarded
12	5
10	4
8	3
6	2
4	1
2	0

b. Use of whistle and loudness

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with two mistakes 3
- Volume of whistle Unacceptable and overuse 0

c. Explanation/Clear Voice

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with two mistakes 3
- Volume of whistle Unacceptable and overuse 0

4 POSITIONING

a. Uses proper position (is the correct position to make call

Number of Errors	Points Awarded
Always in position	5
Out of position 2 times	3
Out of position 3 times	1
Out of position 4 times	0

b. Flow of the game

0 interruptions	5
1 interruption	3
2 interruptions	2
3 interruptions	1
4 interruptions	0

5. MECHANICS AND BALL HANDLING

Referee Timing

Consistent Tempo	5
1 Breaks	3
2 Breaks	1
3 Breaks	0

Handling Ball/Court Movement

1 Mistakes	5
2 Mistakes	3
3 Mistakes	1
4 Mistakes	0

Interaction with Goal judges

1 Mistakes/Hesitation	5
2 Mistakes /Hesitation	3
3 Mistakes/Hesitation	1
4 Mistakes /hesitation	0

LEVEL 3 PRACTICAL MARKING GUIDELINES

1. MAKING THE CALL

Number of Errors	Points Awarded
a. 0	50
b. 1	45
c. 2	35
d. 3	25
e. 4	15
f. 5	0

2. USES CORRECT CALLS

Number of Errors	Points Awarded
a. 0	5
b. 1	4
c. 2	3
d. 3	2
e. 4	1
f. 5	0

3. GAME CONTROL

a. Advise Crowd –Noise Control

Number of Quiet Please	Points Awarded
14	5
12	4
10	3
8	2
6	1
4	0

b. Use of whistle and loudness

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with one mistake 3
- Volume of whistle Unacceptable and overuse 0

c. Explanation/Clear Voice

- Volume of whistle easily heard and correct number 5
- Volume of whistle Adequate and with one mistake 3
- Volume of whistle Unacceptable and overuse 0

4. POSITIONING

a. Uses proper position (is the correct position to make call

Number of Errors	Points Awarded
Always in position	5
Out of position 1 times	3
Out of position 2 times	1
Out of position 3 times	0

a. Flow of the game

0 interruptions	5
1 interruption	3
2 interruptions	2
3 interruptions	1
4 interruptions	0

5. MECHANICS AND BALL HANDLING

Referee Timing

Consistent Tempo	5
1 Breaks	3
2 Breaks	0

Handling Ball/Court Movement

0 Mistakes	5
1 Mistakes	3
2 Mistakes	0

Interaction with Goal judges

0 Mistakes/Hesitation	5
1 Mistakes /Hesitation	3
2 Mistakes/Hesitation	0

PRACTICAL EXAMINATION REPORTING FORM

Clinic Date _____

Level _____

Location _____

Course Conductor _____

SECTION 1 – MAKING CALL *Circle error or mistake

1. MAKING THE CALL

- | | | |
|------------------|------------------------|---------------------------|
| Ball Over | Medical Substitution | Personal Penalty |
| Blocked | Medical Time-Out | P Unsportsmanlike Conduct |
| Blocked Out | No Goal | Quiet Please |
| Blood | Noise | Short Ball |
| Center | Official's Time-Out | Substitution |
| Deadball | Out | Ten Seconds |
| Eyeshades | Pass Out | Team Penalty |
| Equipment Check | Penalty | Team Delay of Game |
| Game | Penalty Declined | T Unsportsmanlike Conduct |
| Goal | Play | Third Time Throw |
| Half Time | Premature Throw | Ten seconds |
| High Ball | Personal Delay of Game | Time-Out |
| Illegal Coaching | | |
| Illegal Defense | | |
| Line Out | | |
| Long Ball | | |

Number of Mistakes _____

Section Score _____

2. USES CORRECT CALLS *Circle error or mistake

- | | | |
|------------------|------------------------|---------------------------|
| Ball Over | Medical Substitution | Personal Penalty |
| Blocked | Medical Time-Out | P Unsportsmanlike Conduct |
| Blocked Out | No Goal | Quiet Please |
| Blood | Noise | Short Ball |
| Center | Official's Time-Out | Substitution |
| Deadball | Out | Ten Seconds |
| Eyeshades | Pass Out | Team Penalty |
| Equipment Check | Penalty | Team Delay of Game |
| Game | Penalty Declined | T Unsportsmanlike Conduct |
| Goal | Play | Third Time Throw |
| Half Time | Premature Throw | Ten seconds |
| High Ball | Personal Delay of Game | Time-Out |
| Illegal Coaching | | |
| Illegal Defense | | |
| Line Out | | |
| Long Ball | | |

Number of Mistakes _____

Section Score _____

PRACTICAL EXAMINATION REPORTING FORM Page 2

SECTION 3 – GAME CONTROL

a. ADVISE CROWD – NOISE CONTROL 1 ,2 ,3 ,4 ,5 ,6 ,7 ,8 , 9, 10, 11 ,12 ,13 ,14

Number of Quiet Please_____

b. Use of Whistle

Volume_____

Number of Mistakes_____

Section Score _____

SECTION 4 – POSITIONING

a. Uses proper position

Number of Times Out of Position_____

b. Flow of Game

Number of Interruptions_____

Section Score _____

SECTION 5 – MECHANICS AND BALL HANDLING

Use of Whistle
Exchange players
Court Movements

Referee timing
Handling the ball
Protocol

Section Score _____

Examination **Total**_____ **Pass / Fail**

Page 2 Referee Clinic Reporting Form

Name	Address	Telephone #	Fax #	Email

When the Registrar has received all documentation and fees from the clinic the Registrar will add all referees that received a passing mark to the IBSA master referee list and send all new referee's a maintenance passport



SECTION 10

GOALBALL OFFICIALS
SAMPLE AGENDAS

LEVEL ONE SAMPLE AGENDA

DAY ONE

Introduction

8:00 a.m.

Goalball Officials' Certification Program
Review of Course Material
a) Objective of the course
b) Objective of examination procedures

Section 4 Program Overview

Level One Clinic Lecture Components

8:55 a.m.

Section 5 Relax

9:10 a.m.

Section 6 Characteristics of Good Referees

9:45 a.m.

BREAK

10:00 a.m.

Section 7 Review of Rules Highlights and Procedures

March In ,Start Play, Ball Handling Referee calls and Duties and Call Procedures

12:15 a.m.

Section 8 Mechanics

12:30 a.m.

LUNCH

Practice Refereeing

1:30 p.m.

On Court Review and Non Game Practice session

2:30 p.m.

Candidate Practice Refereeing in Simulated Game

4:30 p.m.

BREAK

4:45 p.m. Review of Examination Procedures
1. Written Rules Exam
2. Practical Marking Examination

5:00 p.m. Overview of Day Two
1. Discussion and Review
2. Questions

5:30 p.m. End of Day One

DAY TWO

8:00 a.m. Question Period

8:30 am Written Open Book Exam

9:30 a.m. Practical Exams

LEVEL TWO SAMPLE AGENDA

DAY ONE

Introduction

8:00 a.m.

Goalball Officials' Certification Program
Review of Course Material
a) Objective of the course
b) Objective of examination procedures

Section 3 How to use Manuel

Section 4 Program requirements

Level Two Clinic Lecture Components

8:30 a.m.

Section 7 Review of Rules Highlights and Procedures, March In, Start Play, Ball Handling, Referee Calls and Duties and Call Procedures

10:00 a.m.

Break

10:30 a.m.

Section 8 Review Mechanics

12:30 a.m.

LUNCH

1:30 p.m.

Rules Overview and Question Period

2:00 p.m.

Written Exam

3:30 p.m.

BREAK

4:00 p.m.

Overview of Day Two
1. Discussion and Review of Practical Components
2. Questions

5:00 p.m.

End of Day One

DAY TWO

8:30 a.m.

Practical Exams in Game Situation

LEVEL THREE SAMPLE AGENDA

DAY ONE

Introduction

8:00 a.m.

Goalball Officials' Certification Program
Review of Course Material
a) Objective of the course
b) Objective of examination procedures

Section 3 How to use this manual

Section 4 Program Requirements

Level Three Clinic Lecture Components

9:00a.m.

Section 7 Rules and procedures Review

10:30 a.m.

BREAK

11:00 a.m.

Section 7 Rules Review and Questions

12:00 a.m.

LUNCH

1:30 p.m.

Written Exams

3:00 p.m.

BREAK

3:30 p.m.

Overview of Day Two
1. Discussion and Review of Practical Components
2. Section 8 Mechanic Review
3. Questions

4:30 p.m.

End of Day One

DAY TWO

8:30 a.m.

Practical Exams at Sanctioned Tournament

SECTION 11

Recognizing, Understanding, Assisting The Visually Impaired.

(This article was produced by Transport Canada.)

RECOGNIZING THE VISUALLY IMPAIRED

Recognizing persons with perception limitations requires a thorough understanding of blindness, which does not always mean a total loss of sight. Sometimes the person who is "legally" blind can see a little. Some persons can distinguish only the difference between light and darkness; others see in a mist as if a thick white curtain were always in front of their eyes. Still others have peripheral sight, seeing the world around the edges of a great dark mass in the centre of their eyes. They never see a whole shape, but only the top and bottom or the ends. Another group has pinhole sight, with everything blocked off but a tiny speck of light.

Causes

People can be born blind (congenital) or can become blind through an accident or disease (adventitious). A leading cause of visual impairment is diabetic retinopathy, a disease where blood vessels break on or in the retina. The direct cause is unknown. Other common causes include cataracts (cloudy lens), glaucoma (high blood pressure inside the eye), retinitis pigmentosa (damage to the retina), and muscular degeneration (hardening of the eye area responsible for fine vision). The cause is unknown in about one-third of the cases of blindness.

Aids

Many aids are available to blind and partially sighted persons, but none restore sight. Instead, the blind/visually-impaired persons use residual vision and/or other senses to enable them to read, write, or participate in visually orientated activities. Only a few devices are described here to indicate what is available.

Braille

Braille, used by about six per cent of the people who are legally blind, is a system where persons can read words by running over a line of raised dots with their fingers. A Braille user can read at about half the speed of an average sighted person. A blind person can also take notes and write Braille, using a slate and stylus or a Braillewriter. There are other Braille writing aids, such as Versa Braille paper, and devices which product Braille labels on plastic tape.

Braille is a system where persons can read by running their fingers over raised dots. Large print materials are a common form of reading aid

For partially sighted people, large-print materials and magnifying devices are available

Reading Aids

The Optacon is a machine that changes a printed letter into a vibrating tactile letter that a blind person can read with the index finger. Another device is the Kurzweil reading machine, which scans a printed page and reads it aloud through a computerized speech synthesizer. Most blind people also have individuals read printed matter to them. For partially sighted people, large-print materials and magnifying devices are available, as well as a magnifying closed-circuit television (enlarges words and images from 4 to 60 times their original size) which can also be used as a micro computer monitor.

Blind persons usually need little assistance

A sighted person often is surprised to discover the wide array of activities, the mobility and independence which the visually impaired person has. Just because you can't imagine doing your job without your sight, it doesn't mean that it can't be done. A blind person has some special needs, but they are not as extensive as you might think.

Blind people do not have a sixth sense

Visual impairment or absence of vision creates a greater dependence on the other senses, which causes the remaining senses to become more highly developed through use. For example, visually impaired persons train themselves to listen more carefully because they rely on hearing to enable them to establish their location. There is nothing mystical in this development; this skill would be acquired by any one of us with the same amount of practice.

Blind persons do get around

Sometimes sighted people find it hard to understand how blind people can function independently, mistakenly believing that the blind cannot be as competent in many situations as the sighted. Because blind travelers don't have the benefit of street signs and visible landmarks, they often draw 'maps' of areas in their mind's eye to be retrieved whenever needed. Please remember, things can be done differently by different types of people and still be equally effective and reliable.

Like anyone else, blind people have their dignity

There is no reason why those with sight should feel an obligation or a need to take care of a blind person. While some accommodations may be needed occasionally for a blind person to receive equal benefits and equal treatment, the need to care for a blind person is an ill-founded assumption. Often the last thing a person wants or needs is extra help. The blind should be allowed to be as independent as possible.

Offering assistance to a blind person

If a blind person seems to need help, go ahead and offer assistance, but do not help unless the individual says you may. Always ask before you act. If you aren't sure exactly what to do, ask the person to explain how you should help. Individuals have different needs at different times and blind people are not all the same. Offers of help are always appreciated even when the answer is 'no thanks', maybe next time.

Approaching a blind person

When approaching a blind person, use his or her name if you know it or touch an arm so that it is clear to the individual that you want to make contact. Don't grab an arm unexpectedly. Identify yourself and put the blind person on an equal footing.

When you ready to leave, tell the person that you are leaving – anyone would feel foolish talking into thin air.

When approaching a blind person, don't grab an arm unexpectedly.

If you give directions to a blind person be as clear and as specific as possible.

Talking to blind people

Use a normal voice when speaking to blind people. Don't shout. Speak to blind people directly, never through a third party that might be with them; remember, their friends and companions do not read the blind persons' minds, and no blind persons are incapable of thinking for themselves. A blind person hates to be talked down to, as does anyone else. So don't avoid using words like 'blind', 'look' or 'see' they are part of everyone's vocabulary.

Giving Directions to a blind person

When giving a blind person directions, be as clear and as specific as possible. Make sure to describe obstacles in the direct path of travel. Because some blind people have no visual memory, avoid using descriptions containing numbers of feet or yards. If you're unsure of how to direct a blind person, say something like, "I'd be happy to give you directions. How should I describe things?"

Blind persons can hear the same as other people.

People who cannot see are frequently talked to in a loud voice, as if they are deaf. This demonstrates the myth of multiple disability, that someone impaired in one area is impaired in others. Ironically, there is a contradictory popular myth of the stereotyped blind person having an extraordinary power of hearing. Although a person who has lost one avenue of sensory input probably does become aware of other senses to a greater degree, blind people do not have "super hearing". It is a common misconception that blind people have "super hearing".

Blind people usually need little assistance.

Not all blind persons are totally blind

Most legally blind people can see, even if it's only to tell the difference between light and dark. Only about 10 per cent of those who are legally blind cannot see at all. There are varying degrees of visual impairment, including tunnel vision, astigmatism, cataracts, colour blindness, double vision and many others.

Listening Aids

Because relatively few people read Braille, many blind people have written materials read onto tape recorders. For example "talking books" are available, as are talking calculators that announce input and output, and computerized tape recorders, called speech compressors, that enables people to speech-read by ear.

As relatively few people read Braille, listening aids are an excellent alternative.

Using ultrasonic waves to guide has recently been developed.

Mobility Aids

Blinds individuals most commonly use sighted guides, canes, or dog guides when traveling. The choice of aid is personal, based on the individual's needs, lifestyle and abilities. A group of newly developed aids use ultrasonic waves to guide the user by bouncing a sound signal off objects around the wearer of the device.

UNDERSTANDING THE VISUALLY IMPAIRED

All blind people are not alike.

There is no single characteristic that applies to all visually impaired people. Just as the term "blindness" or "visually impaired" is a blanket description referring to a group of symptoms that limit sight, the way in which different people cope with these limitations varies greatly. For example, some blind people might choose to use a white cane as a mobility aid, whereas others might use a sonic device or a guide dog. The professions, lifestyles and activities vary for the blind as they do for sighted people.

Guiding a blind person

To guide a blind person, let him or her take your arm. Don't grab the blind person's arm, as this is dangerous as well as insulting and frightening. The blind individual will walk about half a step behind you, following your body motions. If you encounter steps, curbs, or other obstacles, identify them. If you are passing out materials, serving meals, or assisting with luggage, describe your actions. Try to verbally familiarize the blind person with his or her surroundings.

Grabbing a blind person's arm is dangerous, as well as insulting, or frightening.

Seating

Lead the blind person directly to the chair, knees brushing the front of the seat. Self-seating should be allowed. Or take the individual's hand when you reach the back of the chair and placing the hand on the back of the chair, say, "This is the back of the chair and there are (are not) arms at the sides." Ensure that there are not obstructions around the chair. When seating is in a row, pause at the appropriate row, allow the blind person to take a position aligned along your side, and then begin moving into the row.

Stairs

Approach stairways or curbs straight-on. A pause in the step and mention of the upcoming change are ways to inform the blind person of steps or a curb. To prevent stumbles, tell the person whether the steps are up or down. Pause at the last step to indicate the end of the stairs, or say that you have reached the last step.

Passageways

When going through narrow passageways, such as doors or aisles, move your arm back as far as possible to give a definite signal to the blind person to move or fall in directly behind you in single file. Both you and the blind person are less likely to trip each other if the blind person extends his or her arm. Again, always inform the blind person of your movements, obstacles, changes and any other pertinent details.

Tell your companion whether the door swings in or out.

It can be uncomfortable standing alone in an open space.

Doors

When approaching doors, signal the blind person to fall in behind. You should then state whether the door opens to the right or left and whether it swings in or out. This enables the blind person to make adjustment so that he or she can assist in holding the door open. Beware of double doors which have a divider.

Spaces

If you must leave a blind person alone in an unfamiliar place, do it near something that can be touched so that he or she can maintain contact with the surrounding environment. It can be uncomfortable standing alone in an open space.

Helping a blind person to enter a car or taxi

When assisting a blind person to enter a car, guide the individual to the door and place his or hand on the door handle. The blind person can then open the door, which by its swing indicates the direction the car is facing. Before entering, the blind person may want to put a hand on top of the car to judge the height.

Serving food

When serving food to blind people, tell them, if requested, what is being served and explain the position of each portion on the plate ("At the top are the peas") or relate the position of the food to the face of a clock ("peas at 12 o'clock"). As some foods are difficult to handle, be sure to tell them to let you know how you can help. They might require assistance to butter a roll or cut their meat.

Elevators

Enter together, then turn inward and around with the blind person to face the elevator door, release your grip. The blind person will then grip your arm in preparation to exit.

Dog guides are often used by totally blind individuals

Dog guides must concentrate and be alert whenever in harness. Resist the temptation to pet a working guide dog. Whistling, feeding and patting are the big taboos because the owner can be in danger if the dog is distracted from its work. Always ask permission of the owner before approaching the dog.

Dog guides are often used by totally blind individuals.

Whistling to a guide dog is one of the big taboos.

Remember, a blind person is more able to communicate with you than the dog is; therefore, address all your comments to the blind person.