



TO: FV CLUBS
FROM: FV REFEREES DEPARTMENT
DATE: 15 APRIL 2021
SUBJECT: REFEREE APPOINTMENTS AND NON- APPOINTED NOTIFICATION PROCESS

Dear Clubs,

Please find information below in relation to referee appointments for the upcoming community season.

Each week, Football Victoria completes hundreds of referee appointments across metropolitan and regional Victoria. With over 1000 fixtures each week, our current referee registration numbers do not enable FV to appoint a referee to each game.

FV has implemented several initiatives to increase referee numbers following the challenges presented by the cancelled 2020 season due to Covid-19.

To further retain and increase our referee numbers, we also require the help of all clubs to ensure that your clubs' environment is welcoming and supportive to all referees.

As part of our ongoing [Respect The Game Campaign](#), we are calling on all Victorian clubs to make a highly visible stand against anti-social, abusive behaviour, across Respect Round (April 13-19).

The reality is, our current number of referees available is not enough to cover the number of fixtured games. This has also been the case in previous years however is more pronounced for the upcoming 2021 season.

It is recommended that each club has a pool of available Club Referees ready to officiate each weekend in the case a FV Referee is not appointed. Clubs should refer their pool of referees to the free online [Laws of the Game Certificate](#).

This will provide parents and coaches with a better understanding of the Laws of the Game which will allow them to have confidence when stepping in to officiate as a Club Referee.

Friday Afternoon Club Non-Appointed Notification Email

All home clubs without an appointed referee will be notified via email by the FV referees department each Friday afternoon. Clubs must then arrange a club referee to officiate the game. The email notification will be sent to the clubs nominated Play Football email address.

What should we do if a FV referee is not available for our game?

- If no FV Referee is present 10 minutes prior to the fixture, both clubs should agree on a 'Replacement' referee.
- A 'Replacement Referee' can be a parent or club official that has an understanding of the relevant Rules and Laws of the Game.

- If, by the scheduled kick off time, no agreement on a 'Replacement' referee can be reached, the Home Club must appoint a person to act as Match Official for the fixture.
- If any match does not kick off within 15 minutes of the scheduled kick off time due to the absence of a Match Official, the home team will forfeit the fixture.
- All Clubs must fulfil all fixtures, regardless of whether a Match Official is present to take charge. Failure to do so may result in disciplinary action.

Club Referee Guide

It is recommended that all clubs distribute the below guide to their club referees.

Pre-Game

Match Records

- Ensure that both teams have submitted their Match Record correctly. The Referee keeps the white copy, yellow copies to be swapped by the teams and greens to stay in the book.

Equipment Checklist

- Stopwatch / wristwatch, whistle, cards, flags, notebook, pen and coin.

Uniform

- Vest, no club logos, shorts, socks and boots to be comfortable

Warm Up

- To avoid injury, ensure that you allow enough time to complete the pregame match information and also complete a warmup and stretch. You can inspect the pitch at the same time as you warm up.

The Match

Assistant Referees

- Request an assistant referee from each team—thank them for volunteering and confirm your expectations of them.

Coin Toss

- Complete the coin toss and commence the match
- Write down any goal scorers, yellow and red cards in your notebook
- In MSL Fixtures also record the substitutions in your notebook.

Post-Game

Match Records

- Complete the half time and full-time scores, yellow/red cards, goal scorers and sign the match record. A team official from each team must also sign the match record.

Misconduct Reports

Submit when a referee has issued a red card to a player, it should include:

- Home vs. Away team, League name, venue and date
- Players name, Number, FFA Number and Team
- A factual description of the incident— Keep it brief and accurate



Incident Reports

- Submit when a referee needs to report any incidents that occurred before, during or after the game.
- Examples: Coach / Team official / Player / Referee / Spectator abuse; mass confrontation / Melee; a club official or coach entering the field of play; or an unplayable pitch.

Misconduct and Incident Reports must be sent to discipline@footballvictoria.com.au within 48 Hours of the fixture.

Green Shirt Referees

Clubs are reminded that Green Shirt Referees are first year referees and as such new to the role. We ask the Football Family to support all referees in a positive way, just like Coaches and Players, Referees will make mistakes from time to time and Clubs must remember that:

- The Players are Kids
- This is a game
- Our coaches are volunteers
- The referees are human
- This is not the EPL or A-League.

Referee Recruitment

FV has introduced a new online learning management system GO1. We have seen positive results with over 100 new referees signing up for the Level 4 Referee Course. Over the coming weeks these new green shirt referees will officiate their first games in under 12s/13s football with an assigned referee coach.

We encourage all clubs to promote the Level 4 Referee Course to their members. Should anyone from your club be interested in becoming a FV referee, please refer them to the below website link:

www.footballvictoria.com.au/resources/referees/become-a-referee

The FV Referees Department will do our very best to service our clubs with a qualified FV Referee each week. We appreciate your understanding and patience whilst we recruit new referees to boost our coverage across Victoria.

If you have any questions regarding the above, please contact the FV Referees departments on 9474 1800 or via email referees@footballvictoria.com.au

Regards,

A handwritten signature in black ink, appearing to be "Luke Brennan".

Luke Brennan
Head of Referees