

**NORTH HARBOUR HOCKEY**

# **NEW UMPIRE'S**

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## **GUIDE TO UMPIRING SENIOR CLUB HOCKEY**

**Everything you need to  
know before umpiring  
your first game**



## New to Umpiring Guide

It's wonderful that you have decided to be a North Harbour hockey umpire and we hope you enjoy your umpiring journey!

While you will have had an introduction to the rules of hockey there are other important things to remember before umpiring your first match.

This checklist is a quick guide to help you be fully prepared to umpire any and every game!

### Before the season starts

#### Uniform

- Black pants or skirt
- Golf pants/skirts or a tennis skirt are often the most comfortable. You can also use a Harbour Hockey playing skirt.
- **Having pockets is useful!**
- Umpiring shirt - you should have received from NHH staff
- Black socks - available from **Go Hockey**
- Suitable turf shoes
- Black cap or sun visor -optional

#### Get the essentials:

- A set of cards—available from GoHockey
- A whistle—available from GoHockey
- Two pens & a coin
- Watch or countdown timing device



#### Set up your Matchref Account:

- Input your unavailability
- Input any team associations

#### Add yourself to the Facebook Group: **"Harbour Hockey Umpires & Officials"**

- Important for general event and immediate communications

#### Umpire Coaching:

- All new umpires will be assigned an umpire coach who will work with you for the season

## On the Day

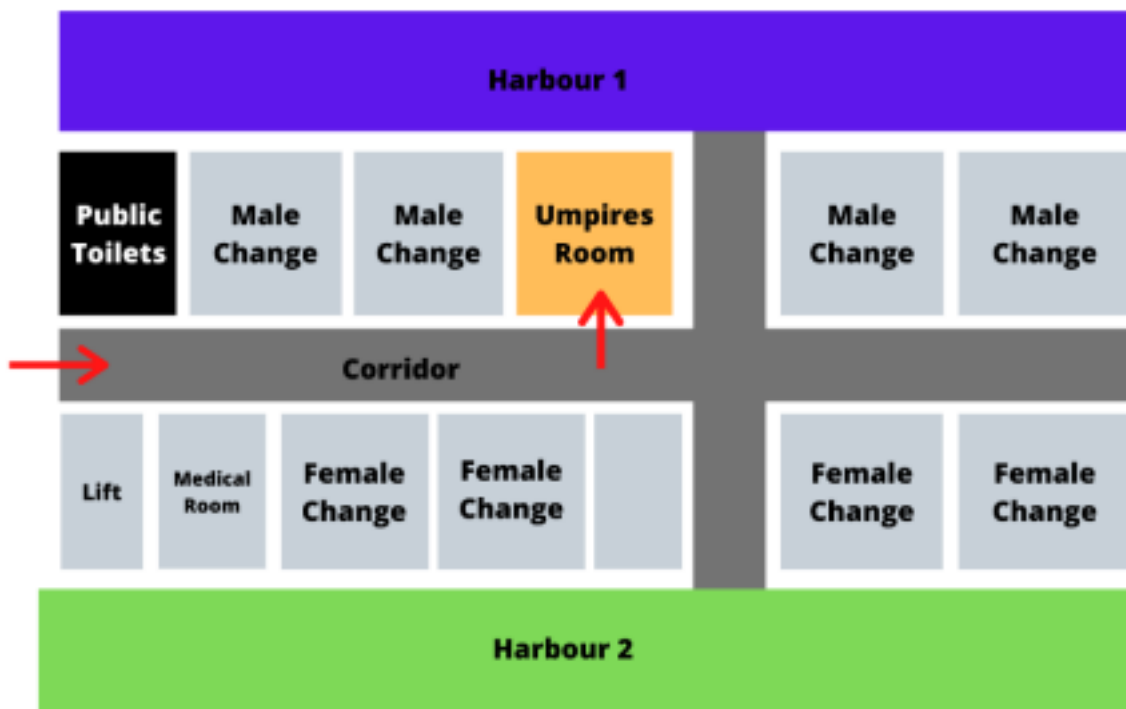
- Are you well enough to umpire? Do you have transport arranged?

If you are unavailable for your game contact the Umpires Appointments Committee or if it is the night before or day of, ring the umpire's phone as soon as possible (See contact details at back of this book)

### Check the venue, turf and time of your game:

- Allow yourself to get to the venue **30 minutes** before your match starts.
- As an umpire you can leave your belongings in the **'Umpires Room'**
- This is located downstairs under the clubhouse lounge, on the blue turf side of the corridor (see map below)
- This room has umpire only male and female changing rooms, as well as lockers available to store your belongings
- Allow plenty of time to get to your turf from the changing room - **especially if you are at Harbour 5!** (see turf map at back of this document)

### Umpire Changing Rooms Map (downs stairs of Club House):



# At the Turf

- Aim to be at the dugout **20 minutes before your game starts.**
- Introduce yourself to your co-umpire to discuss how you are going to run the game and who is going to take responsibility for time, scorecard, areas of the turf, cards.
- If you are umpiring with a volunteer/parent you may need to update them with the rules or offer to help them with decisions.
- Check that you **both have a time-keeping device** - don't rely on the clocks at the turf.

## Between you and your Co-Umpire

- Check that the managers/coaches have filled in the scorecard with all players, the captain identified and one of them has a match ball ready. Tell them when you will be calling the teams in (**usually 2-3 minutes before the game starts**).
- Check that the teams have different coloured socks and uniforms and that goalkeepers' shirts are a different colour to both teams.

## Check that the turf is safe to play on

- Goals on the side lines are moved back as far as possible
- Remove any dangerous objects on the turf
- Check for damaged or water-logged areas; Follow the guidelines from the NHHA By-laws below.

## A game should be suspended (or start delayed) if any of the following situations occur;

- The pitch is more than 75% underwater
- 75% of either or both circles are under water
- If less than 75% of lights are not functioning during a night game
- If less than 50% of lights are not functioning when lighting is required due dark clouds (eg dark clouds /early afternoon)
- Hail or Lightning (if there is both thunder and lightning within 10 seconds of each other)
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**If you find any issues with the turf please find the Weekend Coordinator**

## Five Minutes Before Game Time

- Call the captains in and do the toss.
- Ask the captains if they have any questions
- Establishing a good rapport before the game usually prevents issues later.
- Remind captains to have any penalty corner gear (masks etc) behind their goal before the game starts.

## Two Minutes to go

- Whistle and wave the teams to come in. Whistle again more firmly if they do not start to pack up.
- Go to the goal at your end and make sure it is on the backline and there are no balls in the net or behind the goal.
- If you are on the dugout side, close any gates and ask that any equipment (balls, sticks etc) be removed from the side line.
- Take your position on the side line ready to umpire.



## Before you Blow the Start Whistle

- Count the players on your side to ensure there are only 11 on the field. Both goalkeepers should be fully kitted with helmets on.
- Substitute players should not be on the edge of the turf until they about to sub, you need to be able to use and see the whole side line.
- Raise one arm when you are ready to start the game and check that the other umpire is ready too.

## Half Time

- Make sure the ball is located and returned to halfway and penalty corner gear is moved from one end to the other.
- Check how the game is going with your other umpire - if there is an issue you have both noticed.
  - What areas are you having difficulty with?
  - Any plays that went well?



## At the End of the Game

- Shake hands with the players and thank the captains and your co-umpire. •

Check that the scorecard is correct on Play-HQ.

- Decide who will process any cards awarded - for Senior Club games a points form must be filled in with all the details asked for. Put the completed card in the **wooden box on the bench in the umpires room.**

## Contact Information

### Facebook: Harbour Hockey Umpires

We suggest you request to join our 'Harbour Hockey Umpires' page. We post training sessions details, general updates and any other umpire related content.

### Umpire's Phone:

Call this number if you have any issues on the day of your game •  
021564566

### Umpires Committee:

Contact our friendly committee members for queries regarding appointments, unavailability or MatchRef:

[umpires.nhha@gmail.com](mailto:umpires.nhha@gmail.com)

### Officials Development Officer:

Contact our Development Officer for information on development opportunities, the umpiring pathway, coaching, workshops or any other general queries.

[umpiring@harbourhockey.org.nz](mailto:umpiring@harbourhockey.org.nz)

