

Judges and Tournaments

Often when clubs organise their first tournament or a new Organiser takes over an established shot they are so busy thinking about the venue, and the bosses and the entry forms that the need for Judges can easily be accidentally overlooked, so in order to help Organisers we have created this document.

1. Judge requirements depending on size and status of tournaments:
 - a. Size and status dictates the number and level of judges required. Normal process is to have one judge per 10 targets, together with a chief judge.
 - b. If the shoot is conducted under specific timed ends (all FITA's for example, and some GNAS rounds, including indoors) then a Director of Shooting will also need to be appointed.
 - c. If you are organising a tournament with World Record Status, or is a Nationally run tournament, the senior judge will need to be of National level or above.
 - d. If the shoot is a Regional tournament, or carries national record status, then the senior judge needs to be of Regional status or above
 - e. For non-record status tournaments, the senior judge can be of County level or above, and for club target days a field captain or candidate judge can be in charge.
2. Choosing your Judges:

If it is an existing tournament, then there will already be a panel of Judges for that event whom you may wish to use again, and you will be able to call on them for any advice you need. If however it is a new tournament you will need to find Judges. The best idea is to start by finding a Chief Judge, they can then help find other Judges and advise on how many are needed and at what level. If you do not have a Judge in the Club that you can ask, then ask around the Club to see if anyone has come across a Judge at a Tournament that you could ask. As archers go to tournaments they soon get to know the local Judges. However it is important that the Organiser chooses a Chief Judge that they can get on with and select a team of Judges who will get on together.

If you are unable to find a Judge or can't decide who to ask, then contact the Regional Judge Liaison Officer (the details are in the SCAS Green Book which is sent to Club Secretaries) and ask their advice. They will have a list of Judges in your area and will be able to recommend someone.

Most Judges are very busy and do the same tournaments year after year, so it is important that the Judges are asked as soon as possible. A normal practice is to ask the Judges back for next year at the end of the tournament – as long as you want them back, however make sure you ask them, don't just assume that they know you want them back the following year.

3. Prior to the event:

When the Judging Panel has been asked they will need to be sent a copy of the Entry Form when it is available, so they know the details of the shoot, and just before the tournament they will also need a copy of the target list so they can prepare. You may also want to think about accommodation for the Judges if the shoot is being held over two days, or if they are travelling a long distance.

4. Competition day:

On the day of the tournament the Judges should arrive at least one hour before the start of the day and will introduce themselves to the Organiser when they arrive. This time allows them to thoroughly check the field and if there are any problems put them right. It is often a good idea to make sure a member of the Work Party is available whilst the Judges are checking the field, so if anything does need changing they are on hand.

A Work Party is also needed to be on hand during the day to change faces and bosses and replace damaged equipment as instructed by the Judge, as well as moving the targets.

During the day the Judges will need somewhere to sit, although most judges do bring their own chairs, but a central point for them to put their equipment is always good, for example a tent or gazebo on the Waiting line, in the middle of the field or at one end. If timing controls are needed then a table and chairs will be required so the Judge controlling them has somewhere. Judges also require refreshments during the day, if at all possible. If it is not possible then let the Judges know in advance so they can make sure they bring own food and drink. A good idea is to designate someone to look after the Judges, they can then contact the Judges in advance to see if they have any particular likes or dislikes with their food, and then one the day they can make sure the Judges have plenty of tea / coffee / water etc during the day, and the odd biscuit is always good.

At the end of the day it is traditional to give the Judges a small gift each and to publicly thank them for their work during the prize giving. As with all gifts, it is the thought that counts, rather than the value.

5. Expenses

Judges freely give up their time so that tournaments can be run for archers and they do not receive any payment for their time. However they should not be left out of pocket and should receive expenses. You can either ask the Judges for their expenses, or give each one an expense's claim for them to fill out. These can then be given to the Club Treasurer. The current rate for mileage is 33p. If you are unable to give the Judges a cheque on the day, a good idea is to send it with the results list, so they receive their expenses in a timely manner.

Judges have a wide range of experience, so don't be afraid to ask for their advice and feed back before or during the day. Most Judges will also volunteer advice on things that may help improve the tournament for future years, they see a lot of different shoots so pick up lots of ideas. One of a Judge's main duties is to help the Organiser to ensure that the tournament is run correctly to the rules, and that the archers have a good day.