

Head Referee Duties

Tournaments

Prior to Tournament

- 1) Contact the Head Coach at least 5 days prior to tourney. The purpose of the discussion:
 - Confirm weigh-in time, start time, expected ending time & total number of mats.
 - Confirm that he/she understands the weigh-in procedures.
 - Discuss the adequacy of the weigh-in area. Physical size, number of scales, etc. One scale per 50 kids is optimal. Consider splitting weight classes into separate weigh-in area's for larger tournaments.
 - Confirm that weigh-in sheets will be available.
- 2) Email each official to confirm his/her attendance. Make it clear that each official **MUST** attend weigh-in's . Schedule a pre-weigh-in meeting 30 minutes prior to weigh-in time. Provide each official with directions to the event ... consider sending a map in your email.

Tournament Day Duties

- 1) Find the Head Coach to let him/her know you have arrived.
- 2) Visit weigh-in area to make sure it is properly set up with all scales in place.
- 3) Conduct pre-weigh-in meeting with all officials 1/2 hour prior to the weigh-in time. The purpose of this meeting is to assign specific duties to each official during weigh-in's. The assignments and the respective duties are as follows:

Scale (one official per scale)

- Weigh-in wrestlers and give ACTUAL weight to Recorder.
- Encourage weighed-in wrestlers to leave weigh-in area ASAP.

Recorder (one official per scale)

- Print wrestler's name and ACTUAL weight on weigh-in sheet.
- Make notation of mis-groomed wrestlers on weigh-in sheet.
- Sign weigh-in sheets when complete.
- Deliver completed weigh-in sheets to the Head Referee.

Body Checker (one official per scale)

- Body check wrestler BEFORE he/she goes to scale for weigh-in.
- Inform Recorder of mis-groomed wrestlers.
- DO NOT send wrestler away if he/she is mis-groomed.
- Inform mis-groomed wrestler to see Recorder after he/she corrects the violation(s).

Door Guard (one official per entry/exit)

- Keep non-participants and non-coaches out of the weigh-in area.
- Make sure only weighed-in wrestlers leave the weigh-in area.

Traffic Cop (as required)

- Announce weight classes and line-up wrestlers in front of scales.
- Keep "on deck" wrestlers at least 10 feet from scales.
- Keep weigh-in area noise to a minimum.
- Watch for dehydration activities.

Head Referee Duties

Tournaments (continued)

- 4) Conduct weigh-in's at the specified time per the NFHS guidelines.
- 5) Conduct post-weigh-in meeting with all officials to determine mat assignments and rotation schedule. If possible, do not schedule yourself in the normal rotation. Allow yourself the flexibility to visit the various mat areas throughout the day and to fill-in as needed (during breaks, lunches or when you are finally comfortable that the tourney is running smoothly).
- 6) Attend coaches meeting to discuss any issues and to answer any questions.
- 7) Visit with the Head Coach during the day to make sure expectations are being met.
- 8) Go home!

Dual/Tri/Quad Events

Prior to Event

- 1) Contact the Head Coach at least 3 days prior to event. The purpose of the discussion:
 - Confirm weigh-in time, start time, participating schools & the number of JV matches.
 - Confirm the necessity of the second official.
 - Confirm that he/she understands the weigh-in procedures.
- 2) Email 2nd official to confirm his/her attendance. Make it clear that he/she **MUST** attend weigh-in's. Provide official with directions to the event ... consider sending a map in your email.

Event Day Duties

- 1) Find the Head Coach to let him/her know you have arrived.
- 2) Visit weigh-in area to make sure it is properly set up with all scales in place.
- 3) Conduct weigh-in's at the specified time per the NFHS guidelines.
- 4) Conduct post-weigh-in meeting with 2nd official to determine mat assignments and rotation schedule.
- 5) Attend coaches meeting to discuss any issues and to answer any questions.
- 6) Officiate the event.
- 7) Go home!