



2024 CANADA SOCCER  
**HANDBOOK FOR NEW REFEREES**





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Welcome to the referee family.

While it can definitely be intimidating to officiate your first few games, it will undoubtedly be easier if you arrive at the field prepared! The following is a short summary of details that were covered in the Entry Level course and will act as a reminder as you start your referee career.

Most of these reminders will become second nature with experience, but it is always useful to refer to this document from time to time to ensure you are not forgetting something.

As you move forward, if you ever have questions, please reach out to your head referee or the referee assignor in your area.

Good luck and welcome to the Family!



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## GETTING READY TO REFEREE

### You will need:

#### UNIFORM

- ◇ Jersey (tucked in)
- ◇ Black shorts (with pockets)
- ◇ Black socks (pulled up)
- ◇ Soccer Shoes (black preferred)
- ◇ Badge (on left pocket)
- ◇ Watch

- Attach badge with velcro or double-sided tape
- Remove all your jewelry (except watch)
- Pull back long hair

#### KIT BAG

- ◇ Whistle
- ◇ Coin
- ◇ Notebook to record goals & sanctions
- ◇ Yellow/Red Cards
- ◇ Flags
- ◇ Pump
- ◇ Additional Jersey(s)
- ◇ Water

- Do not have the whistle around your neck
- Good to have a garbage bag to put over your soccer bag on rainy days
- A white and black t-shirt could work if you have a colour conflict

#### FIELD CHECK

- ◇ Nets
- ◇ Corner Flags
- ◇ Field Markings
- ◇ Field Condition

- Home team fixes any field issues
- Cones can be used for corner flags
- Must have boundary lines, a halfway line and a penalty area
- If field isn't safe, don't play the game
- Lightning (30min after last rumble)

## STARTING THE GAME



### TECHNICAL AREA

- ◆ Benches on same side
- ◆ Set up a Technical Area
- ◆ Make sure TA is “clean”

- Extra balls put away
- Substitutes wearing pinnies
- Only 1 coach standing
- Can use cones to mark TA

### REFEREE WARM UP

- ◆ A combination of jogging, dynamic movement and accelerations to prepare for the game

- Generally done through the middle of the field

### TEAM CHECK

- ◆ Check the team list and the players' equipment
- ◆ Game ball is supplied by the home team

#### Team Sheet

- Name and number of all players (ID cards if relevant)
- Make sure all technical staff are listed

#### Equipment

- Footwear
- Shinpads
- Socks covering shinpads
- Shirt with sleeves
- No jewelry (NO TAPING)
- GK in different colour than players

## STARTING THE GAME (CONTINUED)



### COIN TOSS

- ◆ Call captains to center of field
- ◆ Introduce yourself

- Winner of toss can choose side or ball

### KICK OFF

- ◆ Count the players on both teams to ensure correct numbers
- ◆ Strong single whistle to start the game

- Start your watch before you blow the whistle
- Make a note in your book for which team kicks off

## GAME RESPONSIBILITIES



### SUBSTITUTIONS

- ◆ Player(s) being replaced must leave the field before the substitute enters the field

- Wait for player to get into position before restarting play
- Ensure you know the competition rules with regards to substitutions

### INJURIES

- ◆ Stop play immediately for head injuries
- ◆ If coach enters the field, the injured player must leave

- Players cannot play with blood on their uniforms
- Make sure you know the exceptions (e.g. GK injury)

### RECORDKEEPING

- ◆ Take clear and accurate notes of goal scorers, sanctions, and times

- Double check the team list before you leave the field to ensure you have all players listed

### POSITIONING & MOVEMENT

- ◆ Proximity to play helps your credibility
- ◆ Work to be 10-15m from the ball whenever possible

- Having a good work rate is important – you are being paid to do a job, and the players deserve your best effort

## AFTER THE GAME

### FINAL WHISTLE

- ◆ Ensure that you add an appropriate amount of time for injuries, subs, etc.
- ◆ The final whistle should be 3 long clear whistles

- Be smart about when you end the game (ie. is the losing team on a breakaway?)

### HANDSHAKES

- ◆ Teams should shake hands after the completion of the game. Don't insist on this if teams are resistant (make a note in your game report if one team refuses)

- Players are not required to shake the hand of the referee, but may choose to
- Be close enough to observe if anything happens between the teams during the handshake.

### DEALING WITH PLAYERS & COACHES

- ◆ You still have the authority to issue yellow and red cards after the final whistle.

- Be sensitive to how people are feeling and move away from hot zones to avoid being accessible to frustrated players or coaches.

### GAME REPORT

- ◆ Make sure you include all relevant information (goal scorers, sanctions, etc.)

- Head referees will provide information as to where to go to fill out your report

### GAME REPORT

- ◆ Must report all yellow and red cards
- ◆ Only include facts about what happened, never personal opinions

- Reach out to head referees for help with writing reports

