



Level 2 and Level 1 JUDGE CAPABILITIES

Name:

CRN:

The A.F.A believe in setting high standards, supporting learning and development opportunities, and providing tools that ensure your success. We therefore will do our best to ensure your development journey is smooth and enjoyable and assist you in gaining the capability and knowledge required to be successful in your new role as AFA judge.

This booklet has been created to support you in your learning journey. It acts as a guide to your development and a log for your learning.

As a developing judge you will be required to demonstrate/achieve 3 things:

- Your skills
- Your knowledge
- Your experience

The 3 elements are demonstrated in the following ways:

Skills – via achieving the capabilities outlined in this book

Knowledge – via a written/ verbal assessment, marked by the Supervisory Judge

Experience – achievement of the required number of assignments for your judge level.

Please refer to the Judges Accreditation Process Document for more information.

This booklet will now focus purely on the development of your skills for Provisional Judge.

What are Capabilities?

You have progressed as a judge because you have demonstrated that you have the behaviours we are looking for to succeed. So for you, it is now about developing your skills and knowledge into the field of judging a little further, and demonstrating that capability to us.

To make that process easier for you we have developed a set of core AFA capabilities. Each level of judging has a set of capabilities. These are designed to progress your skills gradually.

If you have already completed the provisional judge capability booklet, this process will be familiar to you.

To those that are picking up the capabilities at this point here's a bit more information for you.

The capabilities, are tasks and skills that we have identified are unique to judging within our flyball environment, and therefore may be areas that you may not have been exposed to before.

Once you have achieved the required capabilities in this booklet and you have achieved the required amount of assignments you may apply to sit the entry exam for the next level of judgeship. On successful completion of your exam you will be elevated to the next level.

We wish you every success with your development, and thank you for your commitment to supporting the AFA.

The AFA Capability Groups

The Capabilities fall into 3 category groups:

- **Before** a competition
- **During** a competition
- **After** a competition

Each category steps out the specific tasks/ skills that you are required to achieve, and have a variety of focus areas:

Capability Groups	
BEFORE	<ul style="list-style-type: none">• <i>Race Day Schedule</i>• <i>Health and Safety</i>• <i>Ring Set Up</i>• <i>Timing/Lights set up</i>• <i>Measuring</i>• <i>Vetting</i>• <i>Flyball boxes and balls</i>
DURING	<ul style="list-style-type: none">• <i>Professional Conduct</i>• <i>Team Player</i>• <i>Judging a Race</i>• <i>Management of Fouls and Violations</i>
AFTER	<ul style="list-style-type: none">• <i>Ring Pull Down</i>• <i>Paperwork</i>• <i>Presentations</i>

The capabilities within each category have been written in a way that they can be observed and measured.

Some of the capabilities may require you to explain your understanding, others may require you to demonstrate it.

Our overall aim with the capability process is to develop a team of consistent and capable judges.

Rating your Capability

For each capability, you will be marked against the following rating scale:

1 = Not observed or inappropriate

2 = Demonstrated, but inconsistent

3 = Some demonstration

4 = Demonstrated more often than not

5 = Consistently met or exceeded

The aim is to achieve a rating of 4 or above across all capability groups. This may not be achieved on the first observation, after all many of these skills take time and practise to develop. Be realistic as you progress with your learning, and don't expect too much from yourself across your first assignment.

The Supervisory Judge, or a Judge Mentor will be the person observing you. They will mark and date this book for you as a way for you to keep track of your development.

Please keep this book for your records, as you will be required to submit it when you apply for/ progress to the next judging level

Take the time to browse through the capabilities contained in this book to familiarise what is expected of you.

Thank you for your commitment to our sport.

Competencies to be demonstrated BEFORE a competition

Progress Ratings

To be completed by judge mentor

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Race Day Schedule Competencies

Reports to competition organizer (minimum of 1 hour before the scheduled start of the competition)	Y / N	Y / N	Y / N
Familiarises self with the race format/running order- eg handicap, best 3 of 5 heats or 5 heats etc	Y / N	Y / N	Y / N
Can Identify who is in the role of the AFA Rep, Comp Organiser & Time Keepers	Y / N	Y / N	Y / N
As required, can confidently and capably runs the team captains briefing incl rule notifications, on trial rules and house keeping	Y / N	Y / N	Y / N

Health & Safety Competencies

Checks the EJS light tree & Display boards are secure ie cable tied to star pickets			
Checks any power leads are secure, covered, or elevated (refer to Comp Organisers guidelines)			
Checks Stewards umbrellas are secure etc			
Uses correct PPE when vetting ie gloves and tissues			
Thoroughly checks the ring for hazards (left over pegs from marking out etc)			
Checks matting is taped down correctly (where used)			
Checks Entry/Exit areas are correctly and clearly marked			

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Health & Safety Competencies

Monitors and corrects the crowd where necessary (ie not hanging over fence or sticking body parts thru fence)

Checks Start tapes are secured to the ground in accordance with the guidelines and at correct distance (4ft from centre line)

Checks ground condition. (undulations, puddles, bindies, grass cover)

Confidently recommends and actions a lane/ring move if ground conditions are poor

Checks Fencing is securely tied to star pickets and close to ground to minimise ball escape

Wears correct footwear in the ring, and checks that competitors do also (no open toe shoes, no flip flops)

Ensures safety of dogs and competitors at all times – Will cancel a competition if safety is at risk (awareness of the AFA competition cancellation policy)

Regularly checks inside and outside during a competition of the ring for hazards

COMMENTS:

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Ring Set Up

Assists (as required) Comp organisers to mark out the ring/lanes			
Ensures the backing boards are correct spot/height (minimum 5 feet from box line to parallel rear back board)			
Check and certify ring setup (in accordance with AFA policy lane widths, jump positions, and squareness , 51 ft lane lengths)			
Checks spacing/placement of jumps (from box end = 15, 25, 35, 45, (51 start finish line).			
Assist with ring & lights set-up at least once/year			

Timing/ Lights Set Up

Assists with lights/timing set up (at least once per year)			
Can unpack & set up complete system correctly- lights, scoreboards and poles, (spacing between poles and which poles line up with line).			
Checks system is working, that correct menus are used and system is ready for racing			
Secures the Display Boards and Light Tree eg: cable tied to a star picket			

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Dog Measuring

Sets up the measuring board in an appropriate area (reasonably flat, quiet)

Checks that measuring board is level

Sets up and checks the measuring wicket (that it reads correct dimensions, fixed to board correctly)

Understands process of using height card form

Confident in measuring all dog breeds

Understands how to approach nervous dogs and not overcrowd them

Understands required stance to measure a dog

Knows where the withers are to measure (different breeds vary). Feels for the withers for accuracy.

Assists if another judge is measuring and checks that the dog is standing correctly.

Can fill in height card. (Has to be level 2 or above officially on the paperwork).

Measures dogs if they feel a dog is jumping lower/ higher than it should (dogs without height cards)

Understands the AFA process for challenge to the dogs jump height and height card

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Vetting

Understand the anatomy/area to be swabbed & what you are looking for

Understanding the use of being gloved and using fresh swab for each bitch (i.e. personal protection)

Able to read the result of the swab

Able to vet entire females correctly, (where to wipe tissue).

If dog appears with leg wrap on, consults with handler to ensure dog is safe to race

Flyball Boxes and Balls

Randomly checks boxes for **measurements** and correct **throw distance** - *minimum distance that a ball is projected out of box should be 24"* (checks at least 3 boxes per comp)

Checks all balls bounce and roll freely (checks at least 2 teams per comp)

Can correctly measure the dimensions of a flyball box.

Checks box for safety, e.g .no loose material that could be hazardous

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Professional Conduct

Always ensures the Health & Safety of Spectators, Dogs & Competitors

Is calm and relaxed in the ring. (consideration given to less experienced level judges).

Is friendly and courteous at all times (both in and out of the ring)

Remains impartial at all times (does not show any favouritism)

Is firm and fair when making decisions (refers to rule book if required)

Explains decisions clearly and ensures they are understood before moving on to next heat/race

Treats everyone with respect and respects that others may see things from different perspectives

When incidents occur (conflict, accidents etc) they deal with them in a calm manner

Consults/ listens to stewards, timekeepers and competitors before making a decision (in the case of a discrepancy)

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Professional Conduct Cont:

Diffuses situations of conflict in a professional and timely manner			
Does not use their position as judge to bend the rules in their favour when competing			
Shows good sportsmanship when competing at all times, genuinely celebrates and commiserates with others			
Accommodates and encourages junior handlers and/or people with disabilities in the ring			
Recognises and acknowledges newer competitors and assists them to understand racing rules.			
Assists in making competitors feel at ease.			
Doesn't allow competitors to dictate how things are run			
Gets through races in a timely manner. No unnecessary waffling.			
Adheres to code of ethics and judges guidelines as per rule book at all times			

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Team Player

Shows willingness to help at competitions even when not in an official role

When judging listens to, and welcomes feedback from peers/ competitors and adjusts manner accordingly

Willingness to admit to a mistake and correct it

Builds own knowledge, by consulting with other judges on decisions they have made in the past

Is approachable and courteous at all times to peers/ officials / competitors and observers

Consults with fellow judges, AFA rep about decisions made in the ring, or things that they are unsure of

Assists organisers and teams where needed eg: In the case of dog or human accidents, discrepancies over the issue of cards, or moving of equipment)

Able to provide emotional & physical help/ support where needed (to competitors and officials).

Amicable and laughs with the fun/ joins in on the fun but able to recognise and deal firmly with behaviour that moves beyond fun and into sledging or bullying

Is considerate of the needs of competitors with disabilities (modifies approach accordingly)

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Judging a Race

Adheres to AFA rules and policies as per rule book

Is on time and ready to judge - If they are going to be late, arranges for another judge to fill in

Is prepared for the race e.g. has whistle and cards.

Confident in halting teams entering for warm up if ring clashes ie set box & jumps but no dogs in ring

Instructs Time keepers to commence count down (provides manual countdown, if not using lights)

Watches for incidents during the warm up period, and deals with incidents accordingly

Clearly instructs teams to prepare for racing - "Teams line them up"

Checks Time Keepers are ready at start of race *and* at commencement of each heat

Checks Stewards and box loaders are in place and ready before starting the race

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Judging a Race Cont:

Checks both Start handlers are ready "Team Ready" (usually an acknowledgement ie eye contact or nod)

Clearly instructs teams to "Watch the lights" prior to starting the race

Stands in a place where they can clearly see the racing, and be seen by the competitors

Provides clear signals (whistle can be heard, hand signals can be seen)

Be seen, heard but not really noticed, it's not all about the judge.

Keeps an eye on the race but also for potential hazards e.g. loose dogs, spectators within fence

Ensures impartial application of the rules policies & guidelines

Once heat finishes checks with stewards for violations and number of dogs

Declares the heat, and any decisions made in a clear and concise manner

Instruct Time Keepers in a clear and concise way for any violations eg cards, fouls etc

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Judging a Race Cont:

Confident to talk with team captains regarding decisions if required			
Allows ample time for changes between heats but also move the racing on			
Checks for dogs that may still be attached to a tug/ motivator before starting next heat			
In the case of handicap racing - Ensures the handicap has been applied correctly			
Indicating dogs for false starts and/or racing violations ie signals by hand out			
Understanding the EJS system when it indicates a Break Out & explaining to the team captain			
Confident to blow whistle and stop a heat (e.g. in case of false start, cutting warm up time, if EJS malfunctions)			
Is confident to stop a heat when a hazard arises e.g. knocked down jump.			
Is not afraid to Reverse their decision if they are wrong			
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Management of Fouls & Violations

Instructs the Time Keepers on any violations/offences for record keeping and reports			
Explains clearly to the Team Captain & Handler the situation e.g. cards etc			
Encourages any changes to running order to be made in a swift manner			
Knows what to do when a dog fouls in the ring, between heats or during heats.			
Knows when to stop a heat or keep going with regards to fouls in the ring.			
Knows the card system e.g. which card to present to handler for different offences. (<i>part of rules</i>)			
Knows what to do when there is an aggression incident, how it should be dealt with.			
Confidently explains decisions to handler, captain and other teams captain.			
Advise handler/s of options if necessary (re-run, non-comp team)			
Advise handler/s of foul penalty (e.g. forfeit heat, 3-heat sit out, 3xBO)			
When completing reports, focuses on the actuals facts, leaves emotions /feelings out			

COMMENTS:

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Paperwork

Can calculate win/loss/ total competition points			
Knows how to apply the AFA tied teams process ie working out count backs			
Calculates placings/fastest times & records on a piece of paper in readiness for announcement			
Identifies and notes down any 000 badges			
Checks with team captains that they agree & have signed timesheets			
Works & check with co-judge for accuracy & results timeliness			
Works with AFA rep to check and sign timesheets			
Delivers original timesheets to competition organiser or AFA rep as applicable			
Reports and signs off learner and provisional AFA forms if requested			
Checks for all the necessary information on incident reports			
Timesheet completed in black or blue biro and NO highlighter used on AFA copy			
If handed a witness statement, they direct the person to hand the statement to the AFA Rep			

COMMENTS:

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Mentor
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Ring Pull Down

Can pack away the EJS in the correct way e.g. remove all batteries, make sure all parts are accounted for etc

Presentations

When required announces team placings, and other awards with credibility, or pass data to MC as directed

Paperwork Formalities

Complete any incident reports within a timely manner

Knows how to enter card reports onto the data base

Can write a sufficiently detailed Black card report (where required)

Sends black card report to AFA secretary within 48 hours

Provide written ad hoc reports as requested by AFA official/s.

COMMENTS:

