

Protocol in regards to judging when running your competition

Contacting your judge

At the start of the year the calendar will show which judge has been assigned to each competition. It is the responsibility of the director of Shooting in the club to contact the Judge at least 2 weeks before the competition to organise exact details.

If the assigned judge has not been contacted by the club the judge is under no obligation to attend.

Information the judge will need from you

Previous to the shoot the judges will need the following information from the club- (1) Venue address and start time along with nearest accommodation (2) A layout of the field- Detailing how the targets are set out. (3) A list of target face sizes and distances (Only for Field Archery)

At the start of a shoot the judges will need (a) A shoot list with all the archers to check their equipment. (b) A target list, listing the targets and the archers shooting on each. (c) A layout of the field- Detailing how the targets are set out.

Assistance

Your club will be required to have a trained Director of Shooting and Competition Coordinator who will not be competing in the shoot running the event.

A judge will need assistance from a club member for equipment inspection.

Refreshment

All refreshment for the judge should be offered and supplied by the club. The judge should be offered tea/coffee/drink at any time during the day and lunch at the break times.

Gratuity

Your judge will claim expenses from the association for travel and accommodation, (National championships only) but they are not reimbursed for food and receive nothing for the time they have committed to helping your club run its event. A thank you should be afforded to the judge from the club. A bottle of wine or a box of teabags should not be the gift as the judge may not drink either.