

## REFEREE MECHANICS FOR CYC GAMES

**Note: Some of these procedures differ from high school and college refereeing mechanics.**

**For this document, officials are designated as the LEAD and TRAIL positions.**

### **PRE-GAME**

- Professional conduct is vital. Address all coaches as Coach, not by Joe or Mr. Smith.  
Do not show any favoritism towards any team or player.  
Make sure good sportsmanship is followed at all times.
- Make sure the scorekeeper has all the names and uniform numbers on the score sheets and give any necessary instructions to the timer and scorekeeper regarding communication, i.e. the horn for substitutes, alternate possession arrow, etc.
- Conduct a pre-game prayer and go over the grade specific rules at center court with all players and coaches from both teams.

### **JUMP BALL**

- At game time, the Referee moves to the center of the floor and faces the table.  
The Umpire remains at the division line on tableside facing the court.  
Both Officials make sure that the table is ready and the clock is set properly.
- Referee tosses the ball while facing the table and
  - Is responsible for the two jumpers.
  - Holds position until mid-court area clears and then becomes the Trail.
  - Makes certain the clock has started.
  - Checks possession arrow after control is established.
- Umpire monitors the 8 non-jumpers and
  - Chops the clock.
  - Calls back a bad toss.
  - Becomes the Lead.
  - Rules on a tap out-of-bounds behind the Referee.

### **DIVISION OF COURT RESPONSIBILITIES**

- Officials remain on opposite sides of the court at all times.
- Trail has their closest sideline, the division line and all of the backcourt.
- Lead has their closest sideline and the end line.
- Each Official will move to get angles to see the play in their primary area.
- Keep the ball and the players boxed-in, and the floor balanced.

## **THROW-INS**

- Trail and Lead administer throw-ins on the lines they call.
- Trail administers all throw-ins in the backcourt.
- For all throw-ins in the paint area or where the ball remains below the free throw line extended, the Lead takes the throw-in to eliminate rotating.
- Always hand the ball to the player along the end line.
- Maintain good eye contact on all throw-ins and make sure your partner is ready.
- Give silent but visible counts. Give the start clock signal accurately.
- Step back and away from the thrower to watch for plane and contact violations.

## **COUNTS COVERAGE**

- Use silent but visible counts.
- Closely guarded is six feet, measured foot to foot.
- Stay with any count you start until the status changes.
- Give full five seconds or ten seconds. Don't look for violations.
- Don't look to call three seconds. Warn players to get out of the area. Make the call if the player does not respond, the placement of the player gives the team an advantage, and/or the teams' skill warrants the call.

## **PRESS COVERAGE**

- Lead must be alert and assist. Don't hurry to get to the end line. Don't turn your back on the players.
- Trail can cover 1-1 and 2-2 situations.
- No pressing in 3<sup>rd</sup> and 4<sup>th</sup> grade games. No pressing on throw-ins until the last 2 minutes of the game for 5<sup>th</sup> and 6<sup>th</sup> grade and for 7<sup>th</sup> and 8<sup>th</sup> grade C leagues. No pressing with a 20 point lead in all divisions. Remind coaches with the first warning for no pressing that any subsequent violation is a Technical Foul.

## **THREE-POINT AREA COVERAGE**

- Lead covers intersection of free throw line extended and arc down to the end line on his/her side.
- Trail covers the rest of the arc.
- When changing 3 to 2, blow the whistle, signal 2, and get the ball back in play.
- When changing 2 to 3, signal but keep the game moving. Don't stop play.
- Lead must help on transition for proper coverage. Help each other out.
- Trail mirrors a successful signal by Lead. Lead does not mirror Trail.

## **COVERAGE ON SHOTS AND REBOUNDING**

- Official responsible for the shot must take the shooter all the way to the floor.
- Officiate where the ball is located. Move down as needed, getting good angles.
- Trail must be in position to cover rebounding fouls. Step toward the end line when the shot goes up.

## **FOUL ADMINISTRATION**

- Remember this is Grade School. If bodies hit the floor and you see a foul, then call it.
- Designate the throw-in spot or number of free throws to your partner at the spot of the call.
- Non-calling Official is responsible for the ball. Only if shot went in, do you tell your partner.
- Make sure the non-calling official identifies the shooter on a shooting foul.
- Go around, not through, players to get to the foul reporting area.
- Establish eye contact with scorer and come to a complete stop in the foul reporting area. Verbally give Color, Number and Foul Type. Signals for Number and Foul Type should accompany verbal call. Use the same order every time.
- Complete all communication with the table before beckoning a substitute, granting a time-out, or addressing any questions by coaches or players.
- If there is a double whistle, then yield to the Official in whose direction play is coming. Don't be afraid to discuss a call and remember that the first infraction has precedence.
- Switch on all fouls except when trail calls a shooting foul in the frontcourt.

## **FREE THROW ADMINISTRATION**

- Lead administers all free throws from the end line and then moves opposite the table.
- Trail stands tableside with good view of the free throw line and the opposite lane line.
- Lane Violation Coverage
  - Lead covers first space on his/her side and all spaces on opposite side.
  - Trail covers spaces 2 and 3 on the opposite side, shooter and all other players outside the lane, behind the 3-point arc, free throw line extended.

## **TECHNICAL / INTENTIONAL FOUL ADMINISTRATION**

- Official who calls the foul administers at the free throw line and administers the throw-in.
  - For Technical Fouls, the throw-in spot is the division line opposite the table.
  - For Intentional Fouls, the throw-in spot is nearest where the foul occurred.
- Non-calling official stays with the other players at the division line table side for free throw.

## **SUBSTITUTIONS**

- Make sure that substitutes do not enter the court until they are beckoned by an official and they are at the table requesting to enter the game.
- When administering free throws, allow substitutes to enter on the last throw.  
On 1-and-1, allow substitutes to enter on the first throw.

## **FOULING OUT OF GAME / DISQUALIFICATION**

- Scorekeeper should notify the calling Official of the disqualification.
- Calling official notifies the head coach and then the player.
- Head coach has 20 seconds to substitute the disqualified player.

## **TIME-OUTS**

- Only the head coach or any player on the court may request a time-out.
- Do not grant a time-out unless there is clear possession of the ball by the team requesting the time-out or during a dead ball.

## **BENCH CONDUCT**

- The head coach may stand but not to yell at the Officials.
- Head coach must remain in the coaching box, which is the length of their bench, defined as the coach's seat (1<sup>st</sup> chair) to the 10<sup>th</sup> consecutive chair.
- Head coach must sit for the remainder of the game if he/she is assessed a technical foul.
- All other bench personnel must stay seated.

## **LAST SECOND SHOT**

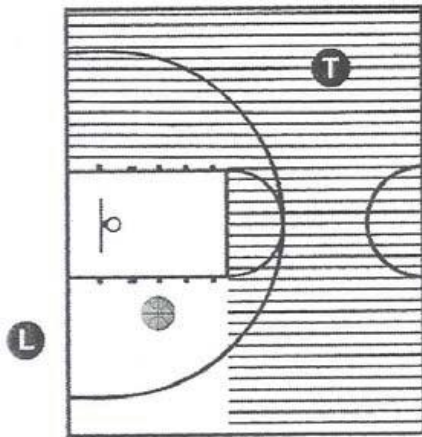
- Normally the Official with the best view of the scoreboard will make the call.
- Make sure you communicate with your partner.

## **NEED HELP**

- Help each other and get the call right. Don't be afraid to discuss a call.
- If you don't see it, ask your partner. Work together.

## PRIMARY COVERAGE AREAS

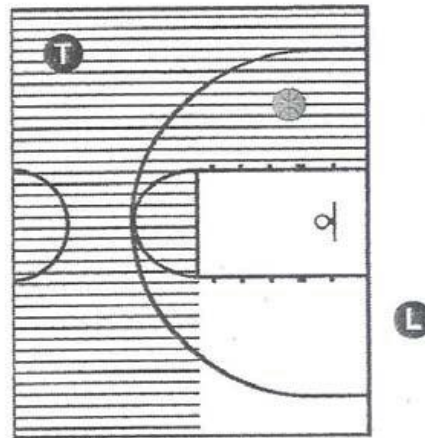
### DIAGRAM 4



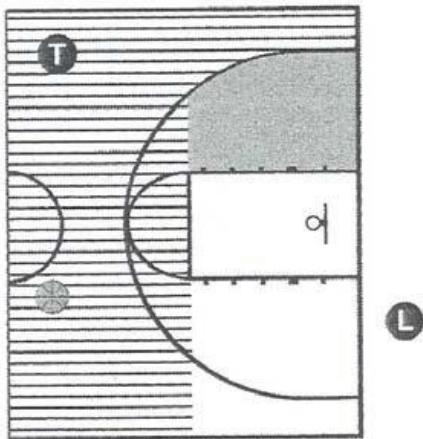
(4) The Lead has on-ball coverage. The Trail is off-ball and officiating action in the shaded area.

(5) The Trail has on-ball coverage. The Lead official is off-ball and officiating action in the unshaded area.

### DIAGRAM 5



### DIAGRAM 6



(6) The Trail has on-ball coverage and is officiating the high action in the shaded area. The Lead is off-ball and must help with off-ball coverage by extending to the other side of the key because the ball is high.