



DOUBLES OFFICIATING PROGRAM ADMINISTRATION MANUAL

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1. ABOUT SQUASH CANADA

Squash has evolved significantly in Canada since the building of the first squash court in the Halifax Citadel in the early 1800's. Squash Canada (formerly the Canadian Squash Racquets Association) was formed in 1913, and it represented a handful of clubs in Montreal, Toronto and Hamilton. As the number of clubs grew, so did Squash Canada's responsibilities. With a widespread increase in popularity, especially as "the sport of the 80's", Squash Canada grew into a federation of 13 provincial and territorial squash associations with over 400 clubs representing more than 100,000 players.

2. SQUASH CANADA DOUBLES OFFICIATING PROGRAM

The Squash Canada Doubles Officiating Program is a comprehensive program which encompasses all aspects of the training of officials and instructors, and the dissemination of information about the Rules of Hardball Doubles. Its purpose is to standardize the interpretation of these rules throughout Canada and to ensure that all matches are judged fairly.

The goals of the Doubles Officiating Program follow Squash Canada's mandate:

- To set and maintain standards for the training and certification of officials in Canada;
- To ensure certified referees are used in all National Doubles Championships;
- To facilitate links between the Canadian Doubles Officiating Program, U.S. Squash and the WSF.

3. DOUBLES OFFICIATING CERTIFICATION PROCESS

There are three levels of referees, Provincial Referee, National Referee and National Examiner. To become a certified Provincial referee, a candidate must:

- attend a full certification clinic;
- pass the written examination;
- pass the practical test (i.e. while refereeing a match).

3.1. DOUBLES CERTIFICATION CLINIC

The implementation of the Certification Clinic is a Provincial/Territorial responsibility. The clinic pertains to either a physical classroom or virtual / online presentation on the rules and their associated interpretation.

The Provincial/Territorial Association sets dates for each certification clinic, arranges a facility, virtual or in person, to hold each clinic, registers participants, and names a National Examiner to conduct each clinic. The Provincial/Territorial Association also should obtain clinic materials and clinic administration forms from Squash Canada at least two weeks prior to the clinic (Squash Canada will invoice the Provincial/Territorial Association for all materials sent). A National Examiner conducts each certification clinic and could be assisted by additional National Examiners and/or National Referees.

3.2. DOUBLES WRITTEN EXAMINATION

The written examination is normally taken immediately following the completion of the certification clinic but may be taken at a later time. The written examination is conducted by a National Examiner.

Note: Sixty minutes will be allotted for completion of the examination. Once all examinations forms have been completed and scored, the National Examiner could discuss any questions regarding incorrect answers given by the candidate(s). The written examination must be successfully completed (with a pass score minimum of 80%) prior to attempting the associated Practical Test.

If a candidate fails the written examination, the candidate may retake it once without having to retake the clinic, provided the initial failure mark is not below 65%.

At the end of the clinic, the National Examiner will record the names of all who participated in the clinic, the examination results for those that took the written examination and submit both to Squash Canada and the Provincial/Territorial Association that sponsored the certification clinic. Please see Appendix A for a template to record this information.

3.3. DOUBLES PRACTICAL TEST FOR PROVINCIAL CERTIFICATION

The practical test is administered by a National Examiner or National Referee and is held in conjunction with competitive play, either a tournament, a league match, or a suitably competitive match. A candidate must have attended a certification clinic and passed the written examination (i.e., obtained a mark of at least 80%) to attempt the practical test. If a candidate fails the practical test, the candidate may retake the test without having to retake the certification clinic or rewrite the examination. To pass the practical test the candidate must be competent and consistent in the knowledge and interpretation of the rules.

A candidate who passes the practical test will become a Provincial level certified official.

Following the successful completion of the practical test, the National Examiner or National Referee will submit the results of the practical test to Squash Canada at info@squash.ca. The results must also be forwarded to the Provincial/Territorial Association. Please contact the appropriate Association to confirm current delivery instructions.

4. INITIAL CERTIFICATION AND UPGRADING

Candidates who take the certification clinic and pass both the written examination and practical test will become certified officials at the Provincial level.

Officials who become certified may improve their level of certification through a process of upgrading. Upgrading is achieved by gaining practical experience and being observed and assessed by National level officials (i.e., National Referees and National Examiners).

To upgrade to a National Level Referee status, the candidate must obtain five recommendations from National Referees and/or National Examiners, by refereeing competitive high-quality matches (the assessors shall determine if the match qualifies as a suitable match).

At least two of the recommendations must be at the “A” (very difficult) level. The candidate must give a minimum of 10 correct decisions in each match, of which a sufficient number of the calls are deemed, by the assessor, to be difficult as well as demonstrate competence at this level. At least one of the “A” recommendations must be given by a National Examiner.

4.1. DEFINITION OF “A” RECOMMENDATION

The Squash Canada Doubles Officiating Committee believes that the credibility of the entire program is dependent on the setting and maintaining of high standards. By achieving the National level in the doubles officiating program, a referee is required to be able to handle any match played in our National Championships.

The decision as to whether the match qualifies as an “A” recommendation rests with the assessor, who will take into account the following factors:

- the number and difficulty of the referee’s decisions;
- the behaviour and personalities of the players;
- the crowd - its mood and reactions;
- the “importance” of the event;
- the physical surroundings;
- the competence of judges;
- the presence of an assessor.

The Committee recognizes that any or all of these factors can contribute to a match becoming very difficult and wants the assessor to have confidence that the candidate is able to handle any or all of these pressures. This is not to say that all of these factors must be present for a match to be considered worthy of an “A” recommendation. However, the assessor must be satisfied that, based on the candidate’s performance, none of these factors would likely cause the candidate any trouble.

5. NATIONAL EXAMINERS

Each year, the Squash Canada Doubles Officiating Committee reviews the program needs and, as required, invites National Referees to consider upgrading to a National Examiner level. To be confirmed as a National Examiner, a candidate must be a National level referee and be observed by a National Examiner while administering a certification clinic and written examination; as well as be observed by a National Examiner performing an assessment and subsequent debriefing of a candidate seeking a National Referee level signature (recommendation).

6. ACCELERATED UPGRADING

There may be certain individuals in the country that may be considered for accelerated upgrading. These would include very experienced officials currently in the Doubles Officiating Program and/or experienced professional players entering the Program. In such cases, the official must clearly demonstrate superior officiating skill. After completing an officiating clinic and passing the written exam, these officials may be upgraded at an accelerated rate at the discretion of the Squash Canada Doubles Officiating Committee.

To be upgraded from "Provincial Referee" to "National Referee":

- 2 matches at required level of play and difficulty
- one match must be a “A” level match;
- assessor for each match must be a National Examiner
- recommendations must include assessments from at least two different National Examiners.

7. DOUBLES NATIONAL REFEREE QUALITY CONTROL PROGRAM (QCP)

The Squash Canada's Doubles Officiating Committee created the National Referee QCP (quality Control Program). The QCP consists of a four-member committee made up of Canadian National Referees and/or National Examiners who are currently active and possess a very firm understanding of the Hardball Doubles Rules, as well as the ability to referee a doubles match of the highest playing level. Throughout the playing season, a member or members of this committee would attempt to personally view each of the existing Canadian NRs to ensure they are upholding the standards required of a National Referee. It is recognized that the assessing of NRs from provinces other than Ontario and B.C. is a more difficult task, and the committee might consult with regional NR s for input on the abilities of NRs in those regions.

The QCP requirements and process are more specifically defined in the "Doubles National Referee QCP" document found at: <https://squash.ca/doubles-officiating-program/>

Appendix A

Information to be provided, preferably in a spreadsheet, is noted below. Please send to info@squash.ca and to the appropriate P/T Association contact.

Last Name
First Name
Address
City
Province (XX)
Postal Code
Email Address
Certified (Yes or No)
Clinic Attended
Clinic Date
Instructor
Exam Result (XX %)
Practical Test Date