

## Officials Meet Preparation

The following recommendations are suggested when working any meet:

1. Uniform – you are expected to wear either khaki pants, or shorts, and have a CMTFOA shirt and cap (if you choose to wear one). If you need to replace either of the last two items, or purchase them for the first time, please contact Pete Zona, Treasurer/Equipment Manager by email at: [ptpzona@charter.net](mailto:ptpzona@charter.net).
2. Please arrive at any site you officiate 30 to 45 minutes before the scheduled start of the meet.
3. If you know in advance what event(s) you are officiating it is recommended you review the rules of that event, or events, regardless of how long you have officiated.
4. Remember in most cases you are working with high school kids. Try to be preventative with these athletes, meaning, explain the rules before you start an event, and point out things during the course of the event that the athlete should know. These are teaching moments, and we want the kids to enjoy the sport, not punish them by a DQ that could have been avoided, or because they were not coached about the rules. We all know some kids know more about what they are doing than some of the adults who coach them given the turnover in coaching that occurs at some schools.
5. It is reasonable to expect you bring a clipboard, pencils, stopwatch, and if you are in this for the long haul, you should consider purchasing a coach's helper and tape measure. Do not assume that these items will be provided to you. If you are starting, shells are a premium, so hopefully the site provides them, but once again, do not assume they will. Our Association has recommended that if you provide shells you should include a request for an additional \$15 for shells used. A whistle to communicate with the finish line is also important, whether you are assigned as head finish, or as a starter. Either of these two assignments means you control the pace of the meet.