



**NORTH WEST
HOCKEY**

Match Day Protocols



In today's game you need to be match fit. Please look at training between games to keep you match fit. If you are carrying an injury you must not take an appointment and should contact the Appointments Secretary and / or your Panel Lead.



You need to enter your availability onto the **GMS** for the Appointment Secretaries to make the necessary appointments.



If you are a NPUA umpire but have not got an NPUA game and want to umpire in the North West, after your North West appointment is made, please take yourself off the NPUA appointment Availability list.



Once you have got your appointment, contact your fellow umpire and discuss team shirt colours and what coloured tops you are both going to wear. Also agree a back up colour in case of team changes.



Agree a meeting time an **hour** before the game and where you are going to meet, in the Club house etc. To allow time for a comprehensive pre-match chat. Remember to give yourself extra travel time, so you don't have to worry about hold ups en route.



In your kit bag make sure you have the right shoes for the pitch, most pitches are sand based Astro but there are a few water based pitches in the North.



If you have an assessor or coach watching your game make contact with the assessor or coach to make sure they have the correct match details, and are aware of the time you and your colleague are meeting.



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If the home team contacts you with match day changes, make sure you pass these on to your colleague, assessor or coach. If you text or e-mail make sure you receive a reply. If you do not then phone to make sure they have the up-dated information.



Directions to home venues are on the website and you can download them if you don't have your Sat nav. It maybe worth checking with your colleague to determine whether they have been to the ground before, and can help you with directions.



If on the day of the match you receive information that the game is called off you need to log on to the website and press 'match cancelled'. Both umpires need to do this to cancel a game on the web site. If a Coach or Assessor has been appointed you must contact them to confirm the cancellation.



In the case of cancellation, when you have an assessor or coach, please make sure you inform them and that you get a reply.



If the Home Team has failed to contact you, contact the home team yourself to find out why and confirm match details.



If a team fails to inform you of a cancelled match or if you are cancelled on route, please put as much information in the comments box as possible when claiming expenses.

In Case of Emergency (I.C.E.)

it is recommended that all umpires have with them contact details of their next of kin when officiating at matches. Some organisations have suggested having the telephone number recorded onto your red card (not the side you show to an offender!); another suggestion is to have the details carried in your umpire bag, clearly labelled and to tell your colleague where it is located) or you can download a Medical App to your phone.
