



Refereeing at BMTA

What is refereeing at BMTA all about?

At BMTA, our vision is to provide our members with the best touch football experience possible. We value providing our participants with the best possible experience but we also value providing an excellent experience for our referees.

We are very excited to welcome you to our referee group. We work hard to have a positive culture and support our referees through our referee coordinator and mentoring from experienced referees.

We are here to support you, we understand that refereeing is a challenging job and that mistakes will be made, this is okay and we are here to help you learn and develop as a referee.

In return, we ask you to help us achieve our goal of providing an excellent experience for our players. **You can do this by:**

- Always giving your best effort to every game**
- Working with our experienced referees and coaches to take on feedback to help your game**
- Being accountable by submitting availability on time, attending allocated games, completing team sheets/scorecards and so on**
- Ensuring you maintain a professional image and communicating respectfully with players and coaches**

Referee Registration

At BMTA, we use a system called SportsM8 to manage referee registration, availability and weekly allocations. Follow the steps below to get registered on SportsM8:

1. Head to this link: <https://bit.ly/bmta-ref>
2. If you have used SportsM8 before you can log in, if you are new then click 'don't have an account yet, click here to create one'
3. Please be very careful to ensure you complete all sections of the registration form and that details are entered correctly.
4. **Importantly:** We ask which nights you wish to be added to our mailing list for, please tick any night you are considering refereeing. This does not lock you into referee, it is just so you receive email updates. This can always be changed later.
5. **If you are over 18 years of age:** You must have a valid bluecard linked to BMTA before you begin refereeing. Contact referees@bmta.com.au and advise if you hold a bluecard and we can help get you linked or apply for a card.

Once registration is completed, you will have access to the homepage which looks like below, from here you can access everything you need to get onto your first game!

My Competitions



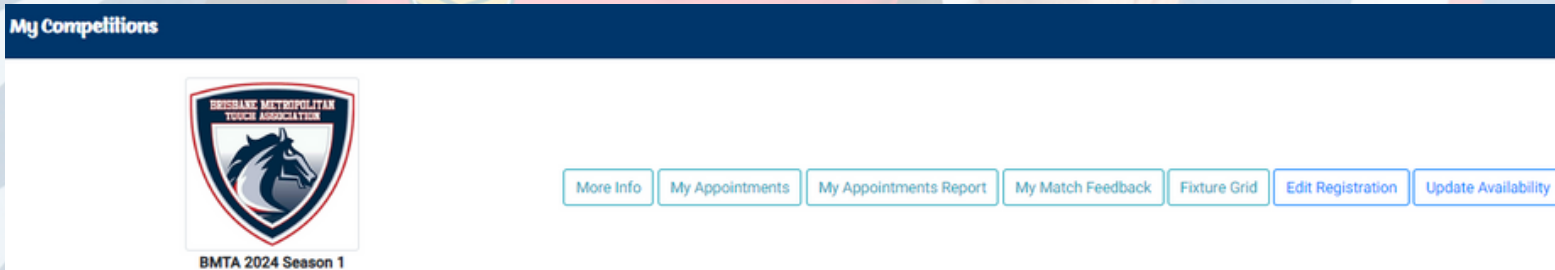
BMTA 2024 Season 1

[More Info](#)[My Appointments](#)[My Appointments Report](#)[My Match Feedback](#)[Fixture Grid](#)[Edit Registration](#)[Update Availability](#)

Using SportsM8

We recommend that you turn the SportsM8 website into an app on your phone to make it easy to use. If you aren't sure how to do this then google 'How to Add a Website Shortcut to Your Phone Home Screen'.

Using SportsM8 is easy, from the home screen below:



1. Click **Update Availability** to see upcoming match times and click the times you wish to referee.
2. Click **Edit Registration** to change your personal details at any time.
3. Click **My Appointments** to view your allocated games at any time.
4. Click **Fixture Grid** to see all match allocations for any night.

An important note for new referees:

Monday, Tuesday and Wednesday are Adult Competitions, Junior referees should speak to the referee coordinator if they wish to transition from junior to adult matches.

Thursday is Junior Girls and Feb-Jun Friday & Aug-Dec Sunday is Junior Boys, these competitions are suited to all referees.

Our Processes

To ensure the smooth operation of allocating up to 250 referees per week across up to 200 games per week, we ask you to help us by following our processes below:

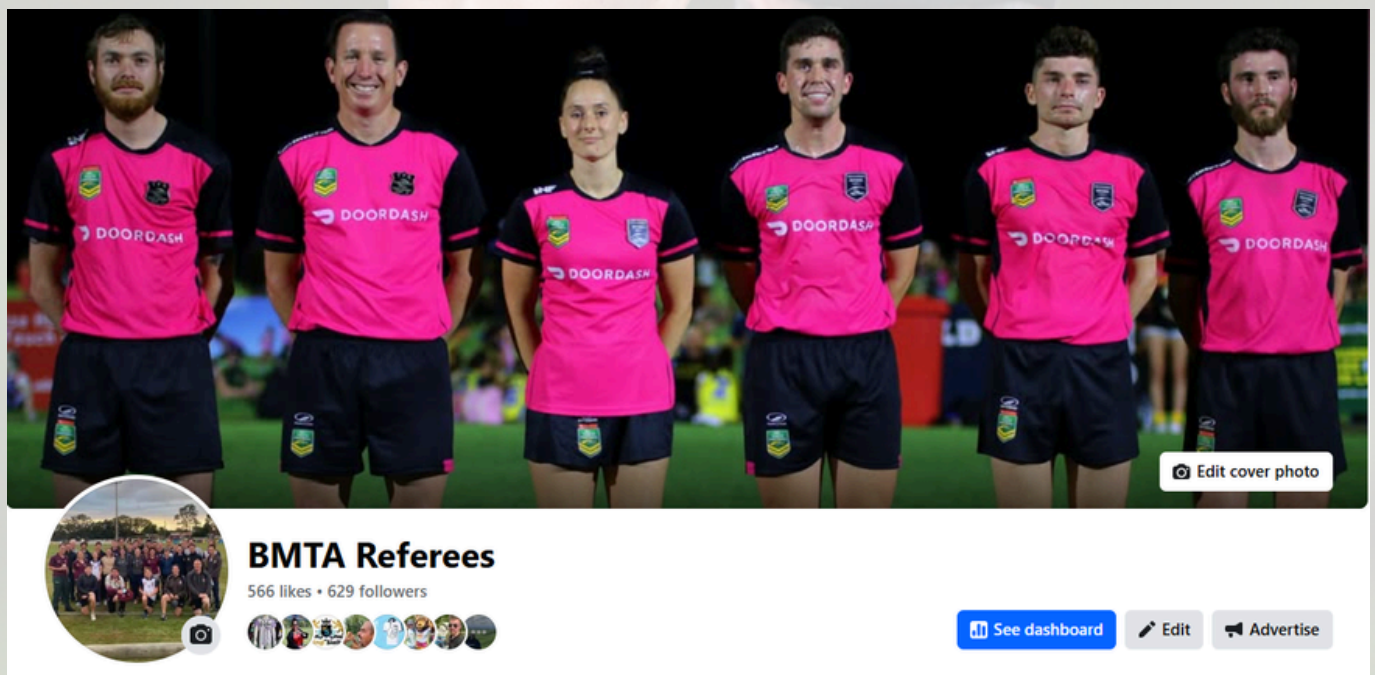
1. If you wish to referee on any given night, **please indicate your availability in SportsM8 no later than 3pm the day before**
2. Check SportsM8 after 5pm on Adult Nights and after 5pm the day before on Junior Nights to see your match appointments
3. Please make your best effort to ensure you can commit to refereeing at the times you make yourself available for, however **if you have to pull out after being allocated to a match, please advise us by texting 0413 802 103 or emailing referees@bmta.com.au**
 - a. If you have been allocated to a match, **it is not acceptable to just remove your availability on SportsM8, you must contact us!**
4. To make sure we know all referees have arrived in time for matches, **please report to the referees room when you arrive to referee and highlight your name on the allocation sheet on the desk**
5. Referee payments are processed for Mon-Sun on the following Tuesday, you will be sent a payslip to confirm your matches/payments on Monday, please contact us asap if you believe there are any mistakes

We have designed these processes to be simple and easy to follow. With so many referees, it is very important that referees are accountable to these processes, please ask if anything is unclear.

Communication

At BMTA we primarily communicate with our referee group by email and our BMTA Referees Facebook Group.

We highly recommend joining our Facebook page by searching 'BMTA Referees' and following the page.



Communication will also be done via email so it is important you keep your emailed updated in SportsM8 with the email you monitor most regularly.

If you ever need to contact our Referee Coordinator or BMTA Staff, you can do so via:

Email: referees@bmta.com.au

Text or Call: 0413 802 103

Or by visiting the BMTA Admin building during competitions.

Important Details

Scorecards, Team Sign On Sheets and Injuries

Scorecards and Sign On Sheets must be completed by referees on every game, no exceptions.

Scorecards must be marked after each try by the referee who awarded the try. Referees should confirm the half time score with a captain or coach from both teams. At full time, the referee must fill out the final scorecard with the full time score and have both captains sign the card.

Sign On Sheets are our way of recording which players played in any given game. Referees must complete the sign on sheet at either half or full time. Sign on sheets have a list of players registered to each team, referees can either tick off names by doing a 'roll call' or asking the captain/coach to tick off their team.

Importantly, if a player is not on the team list, THEY ARE NOT REGISTERED, referees must write their name on the bottom of the list and advise the team that players must be registered, this should be done before taking the field and help is available at admin if they are having issues.

Injuries must be recorded by referees on the **sign on sheet**. The referee should circle the players name and next to it write 'INJURY' with a very basic description of the incident (e.g. twisted right ankle). **This is crucial for insurance, referees must ensure this is done even for minor injuries.** BMTA has First Aid available on all nights to assist with any injuries.

Further Information

Uniforms

The referee uniform must be purchased directly through Touch Football Australia's online store (search: <https://touchfootballshop.com.au/>), referees must wear the PINK referee shirt, all other elements of the referee uniform are optional.

Referee Pay Rates

BMTA has two different pay rates for Adult and Junior matches, Adult matches are 20min halves and Junior matches are 17min halves.

BMTA Pay Rates			
Pay Rate	Single	Double	Triple
Adult	\$36	\$23	\$15
Junior	\$28	\$18	\$12

Referees Room

BMTA has a dedicated Referee Room on the second level of our clubhouse. This space is strictly for referees only, each referee should report to the referee room each time they referee before their first match to confirm their match appointments.

Referees are not permitted to enter the BMTA office unless directed by a staff member.

Welcome Onboard

We are immensely proud of our referee group here at BMTA and we are excited to have you join the team.

Whenever your first match may be, please arrive at least 15mins before your first game. Upon arrival, come to our main office and ask for our Referee Coordinator so we can show you around the referee room, introduce you to the team and answer any questions you may have.

Our Referee Coordinator, Will Atchison, is dedicated to supporting our referee group and will always be, along with the rest of our BMTA team, happy to support and assist you when required.

Please don't hesitate to ask if you ever have any questions or concerns, we are more than happy to help!

Will Atchison - BMTA Referee Coordinator

