



UKA Officials Logbook

This is your Officials Logbook which you will use to record all of your officiating experiences working through the officials pathway for both Track and Field and Endurance Officials.

You will receive paperwork to add to this logbook as you move through the pathway and the logbook will be a working document for your journey.

By now you will have attended an officials course and you should have all the information relating to your level and discipline contained within the logbook and CD's enclosed.

Within the logbook you will find contact information for all of the Home Country Associations and UKA (United Kingdom Athletics) should you require any further support.

We wish you all the best with your officiating and welcome you to the UKA officials family.





**UNITED
KINGDOM
ATHLETICS**

LEVEL TWO OFFICIALS AWARD TRACK & FIELD

LOGBOOK AND ASSESSMENT TASKS

Name: _____

Address: _____

Postcode: _____

Discipline: _____

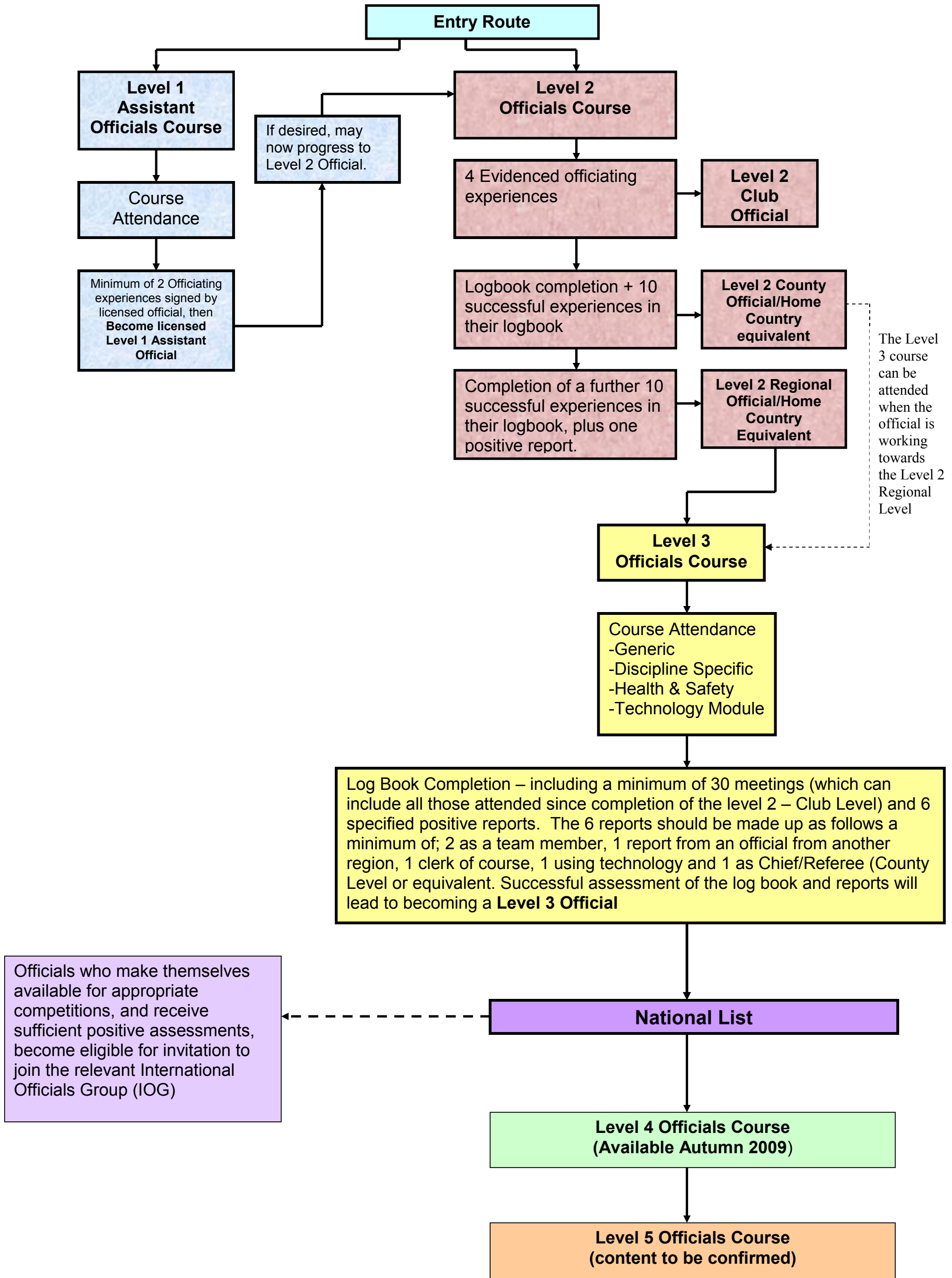
Licence Number (if already held): _____

Date of Course Attendance: _____

Venue of Course: _____

Course Tutor: _____

Track and Field Technical Officials Pathway



The pathway to becoming an Athletics Official.

There are several steps that need to be taken in order to qualify as a Level 2 Athletics Official.

You may have already completed the Level 1 award which comprises of an introductory multi-disciplinary workshop, followed by some competition experience. On the other hand, you may already have helped at club events and know which discipline of the sport you want to concentrate your efforts on, and qualify in. Thirdly, you may just have started in the sport and want to enter the Officials Education and Training programme at Level 2. Whichever is the answer, you are most welcome, and the following is a brief explanation of your pathway to success in this great sport of ours.

You will by now have attended a Level 2 course, which will have consisted of an introduction to all aspects of the sport, and then a Level 2 course in your chosen discipline. This will have been done through Home Country association.

Your course tutor will also help you to find a mentor, who should be able to offer advice whenever you need it, both in your own discipline and in helping you to progress.

When you attended the courses, you should then have received a Registration Card, recognising that you are now a Level 2 judge in training. This should be retained and taken with you to any athletics competitions you help at, so that the organisers know that you are part of the education system.

At the same time, you should start the process of receiving your Police record disclosure check, so that this has been completed by the time you have gained your first four experiences and qualified as a Level 2 Club Official. Further information on how to obtain a police records disclosure check can be found in the section titled 'Police Records Disclosure Checks'.

Your first requirement towards qualification after attending the courses is to gain some experience, and, after working at four competitions (which may be four full days, four afternoons, or any other combination where at least one fully qualified official can support you, help complete your Experience Form and sign it) you will then need to send your Experience Form, with those minimum of four experiences documented to your Education Coordinator at your Home country Association, so that you can receive your Licence, as soon as your CRB form is also received (contact information for Home Countries are listed in this logbook)

From that point onwards, it is a question of continuing to gain experience, listing all of your competitions on your Competition Experience Form, and learning more at every opportunity.

The next page shows the way in which you can make progress through Level 2 and on to level 3 if you wish to do so, or you can continue to enjoy officiating in Level 2 by just completing the first step of showing evidence of four experiences.

Process	Steps to take	Outcomes
Level 2 Club		
After your first four experiences.	Give or send your Level 2 Club Accreditation form to your Education coordinator at your Home country association.	UKA will send you your licence when they receive confirmation of your CRB status.
Level 2 County/District		
After your first ten experiences.	Give or send your Application for accreditation at Level 2 County/District Form, competition experience forms and logbook assessment answers to your assessor. You should contact your home Country Association who will give you contact details of your assessor.	UKA will send you an updated licence when they receive confirmation of your award from your assessor.
At any time after your first ten experiences, and before your twentieth.	Ask in advance for a report to be written by a Chief Official or Referee of your work at a competition where you are officiating.	This report will be sent to the Tri-regional/Home Country secretary for reference when you gain more experience. You should retain a copy of the report in your logbook.
After your first twenty experiences and when you have gained a report.	Give or send your Level 2 Regional application for accreditation form to your Tri-Regional Secretary/National Secretary (contact your Home Country Association for contact details – see below for addresses and contact numbers)	UKA will send you an updated licence.
LEVEL 3		
At any time after your first twenty experiences.	Apply for, and attend a Level 3 course in your chosen discipline.	UKA will help you to gain a place on a course.

The purpose of the Logbook.

Learning can be accelerated when you become more self-aware and analytical, and start to take responsibility for your own development as an official. If you get into the habit of regularly reflecting on your officiating performance and behaviour (and not just relying on others for feedback), looking for new learning opportunities and make your own action plan to make improvements and changes, you will become a better official.

The Logbook and the contents of the CD that you will have received offers a structured way for you to reflect on your learning and plan to develop your officiating skills and knowledge.

The following items can be found either printed in the book or available for you to print off yourself on the disk:

- Competition Experience forms. Some blank forms are printed for you, and a template is available on the disk to print more copies.
- Questions. There is a variety of appropriate questions for you to attempt while at competitions or away from the stadium. These can be answered either alone or during discussion with experienced officials, your mentor, or using the Rule Book for advice. Although there is no compulsion to have answered a minimum number correctly, it is a good indication of your progress which your mentor will use in giving you advice for your development.
- Annual Record of Experience form. This should be forwarded to your Home Country Athletics Association (Wales, Scotland and Northern Ireland) or your Tri-Regional Secretary within England (Northern Group, Midlands and South West Group and Southern Group – England Athletics will be able to provide you with the contact details for Tri-Regional Secretaries) Contact information for all Home Country Associations can be found at the end of this section. This helps them to decide on invitations to future competitions. All officials complete this form each year as part of their ongoing development. You should do this along with your Competition Experience Form, but write down all of the competitions you officiate at during the year. This is available on the disk for printing.
- The courses you attended. Both the Introductory course and the discipline specific course you attended are available on the disk and can be printed out as a reminder of what you were taught, as well as being able to look at them as a presentation.
- Mentoring and supported practice sheets. An introduction and some blank pages are included to help you reflect on your progress with your mentor. These are also available on the disk to print whenever you wish.

At each of the stages described above, you will need to submit parts of your Logbook. It is advisable to photocopy these so that you always have evidence available to you for support.

When completing the Competition Experience forms, remember that you should aim for as wide a range of officiating as possible. This is especially the case for Field Judges, who should aim to have officiated in all eight events in order to reach Level 2 County/ District official. Timekeepers should also ensure they reach a minimum level of accuracy, which is recognised as being better than **90% of times within 0.05 sec** in order to reach Level 2 Regional/Home Country official.

Home Country contacts

This is the Home Country contact information. If you require Area Coordinator or Tri-Regional contact information please contact England Athletics. Details can also be found on the England Athletics website.



Athletics Northern Ireland - Athletics House, Old Coach Road,
Belfast BT9 5PR.

Telephone: 02890 602707

www.niathletics.org



England Athletics –Wellington House, Starley Way, Birmingham
Business Park, Solihull, B37 7HE

Telephone: 0121 781 72 71

www.englandathletics.org



Scottish Athletics – scottishathletics, Caledonia House, South Gyle,
Edinburgh EH12 9DQ Scotland

Telephone : 0131 539 7320

www.scottishathletics.org.uk



Welsh Athletics - Welsh Athletics Ltd., Cardiff Athletics Stadium,
Leckwith Road, Cardiff. CF11 8AZ.

Telephone: 029 2064 4870

www.welshathletics.org



UK Athletics – Athletics House, Central Boulevard,
Blythe Valley Park, Solihull, B90 8Solihull, B90 8AJ

Telephone: 0121 7138 400

www.uka.org.uk

Police Record Disclosure Checks

You should have been asked to apply for a police record disclosure check before attending the level 2 course. However, if you have not yet completed this process please find the application process documentation in the next section. Each Home Country has different procedures which are clearly marked in the next section. You should apply for your police record disclosure as early as possible. The police record disclosure is free providing you officiate as a volunteer.



ATHLETICS WELFARE PO BOX 332 SALE M33 6XL 0161 223 4246
CRIMINAL RECORD BUREAU (CRB) APPLICATIONS
A QUICK GUIDE FOR APPLICANTS in ENGLAND & WALES

Stage 1 Telephone the CRB on **0870 909 0844** and ask for an **ENHANCED level** disclosure.

You will be asked for information including –

- Your name, address, time at address, date of birth and other **individual information**
- The Registered Body requiring you to make the application – **UK Athletics Ltd**
- The Registered Body number – **22525500000**
- You will be asked for your position applied for- i.e. if you coach within a club please state **Coach**, if an Official please state **Official**; if you are a student doing an athletics course as a requirement for your academic course, please state **Student** coach/official etc
- You may be asked for **Organisation name**: If you are affiliated to a club please state your **Club name**, if not, state **UK Athletics Ltd**
- You will be asked about payment – if you coach or help within a club or you are not paid during the time you coach please tell them you are a **Volunteer** and there will be no charge. If you are anything other you will be required to enclose a cheque for £36.00.

The CRB require a signed declaration for volunteers: Please complete the reverse of this page to declare your coaching status, i.e. volunteer or other. This will help to speed up the processing of your form when it's received.

Stage 2 You will be sent a pre printed part-completed form. Check the details, correct any errors and complete the remainder of the form in accordance with the Guidance Booklet. Ensuring you use **BLACK** ink, provide full details and, if applicable, include:

- **Any other forenames/middle names** (add into section A N^o3)
 - **Any other surnames used** (section C)
 - **Place of Birth section** (section C)
 - **A Full 5 year address history** (section A & D)
 - **Sign the form in BLACK ink only** (section H N^o68)
-

Stage 3 Take your form and **three methods of identification** to your Club verifier (Club Chairman, Secretary or Welfare/Child Protection Officer).

They will complete **Section X** on your behalf. If some of the documents cannot be recorded in Section X (i.e. utility bills etc), have the verifier record the details on a separate sheet of A4 paper and include this with your application.

- *It is important this be done in person with your local verifier, please do not send documents to UK:A athletics welfare, we are unable verify on your behalf.*
 - *For applicants who are not affiliated to a club you may ask a tutor, head teacher, doctor etc to verify your documents, they will need to supply an accompanying letter on company letterhead stating their name, occupation an relationship to you as the applicant.*
-

Stage 4 Send your application form together with this sheet with the reverse completed to: -

Athletics Welfare, PO Box 332, Sale. M33 6XL

Do **NOT** send the form directly to the CRB as **Section Y** must be signed by a UK:A welfare officer before being submitted. We will send it on your behalf. The process usually takes 6-8 weeks to complete.



THE CRB MAY REQUEST PAYMENT OF £36 FOR YOUR CRB DISCLOSURE

Please read on for further information

You Are Required to Pay If:

You are a student doing an athletics course as a requirement for your academic course, you are taking the course to enhance your CV only or you coach as part of your work, i.e. as a teacher during school hours, as a professional coach or other paid group leader. Please tick that you are required to pay, sign and enclose this form and a cheque made payable to the **UK Athletics Limited** for £36.00 with your application. UKA will settle the invoice direct with the CRB.

The Fee Is Waived If:

You coach or help within a club or other scheme and you are not paid during the time you coach. In this instance, please tick you are a volunteer, state your affiliated club/scheme, sign this form below and return with your application.

If you have any questions regarding the CRB process, please call the Welfare department

PLEASE COMPLETE THIS SECTION, TICKING ONE OF THE BOXES TO INDICATE OUR COACHING STATUS, SIGN AND SEND WITH YOUR APPLICATION

Applicant Name	
Form Ref No	

I have enclosed a cheque for £36 made payable to the **UK Athletics Limited** as I am a student/paid to coach/professional

OR

I have not included payment as I am a volunteer coach/helper at an athletics club

Please state Name of club _____

Signed _____

PLEASE BE ACCURATE WITH THIS INFORMATION AS THE CRB REGULARLY DO SPOT CHECKS ON NON-PAYING APPLICANTS.

scottishathletics Disclosure Checking Process

Updated February 2008

1. Coach or official contacts their club welfare officer, or Anne Stewart at **scottishathletics** for a Disclosure Scotland Form
2. Coach or official completes the form as per the guidance notes and returns to their club welfare officer or by appointment to **scottishathletics**
3. Once checks have been completed by Disclosure Scotland, the applicant and **scottishathletics** will each receive a copy of the Disclosure Certificate
4. **scottishathletics** update the UK Athletics database which triggers coach or officials licence production
5. At present, checks are valid for 3 years and must be repeated at 3 year intervals
6. There is no cost for volunteers
7. Checks carried out for other organisations cannot be accepted due to Data Protection legislation.

For further information, please contact Anne.Stewart@scottishathletics.org.uk
or 0131 476 7328

Northern Ireland – POCVA Check

Officials from Northern Ireland should contact Athletics Northern Ireland for further information regarding police record checks.

Annual Record of Experience

You should complete a record of each meeting you officiate at within a year.

This should be returned to your Tri-Regional Secretary/National Officials Secretary (contact details for Tri-Regional Secretary can be gained by contacting England Athletics office contact details for all Home Countries can be found on page 5).

This is also available on your CD if you wish to complete this Electronically.

Mentoring and Supported Practice

The documentation in the next section contains information on mentoring and supported practice.

Mentoring & Supported Practice

Individuals learn to officiate in different ways. For example you may learn best through practice and trial and error,, attendance at courses and workshops, research and reading, and / or by observing and learning through observing others. Many develop their officiating skills through observing others, learning from them, using them as a sounding board and a support mechanism. For this reason, Mentoring is a requirement of the Level 2 award.

Your mentor (or mentors) should be someone that you can trust and someone who is committed to helping you to develop as an official. It is important that, in addition to helping you to improve your knowledge as an official, your mentor also listens to you and respects your opinion and is able to help you to plan your own development.

It is important to choose a mentor you like, who you can work with, and who has the appropriate personal qualities, attitudes and experience.

Mentoring sessions may not always take place at a competition, but to get the most from the session, remember to consider the following:

- What do you want from the session?
- What is going well in your judging and what might you improve?
- What is happening now?
- What opportunities do you have to address specific issues?
- What could you do?
- What course of action might you consider, what options are open to you?
- What will you do?
- What decision did you make?

It is advisable to complete a record of your mentoring sessions, and although you should decide how often you have a session, make use of them to your own advantage.

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:
Events judged:
Mentor:
My thoughts and questions asked:
Responses given:
What I learnt from the session, and how it will affect my decisions in the future:

Mentoring Session Record

Competition:

Events judged:

Mentor:

My thoughts and questions asked:

Responses given:

What I learnt from the session, and how it will affect my decisions in the future:

Application for accreditation as Level 2 Club Official

In this section;

- Application for accreditation to Level 2 Club paperwork.
Follow the instructions on the application form

UK ATHLETICS – OFFICIALS’ EDUCATION PROGRAMME

APPLICATION FOR ACCREDITATION AS LEVEL 2 (CLUB) OFFICIAL

Name:		Phone:	
Address:			
Postcode:		Email:	
Date & Venue of Level 2 course and name(s) of tutor(s):			
Discipline:	Track/Field/Timekeeper/Starter/Marksman <i>(please circle)</i>		
County/District		Region/ Country	
CRB check done? (UKA):	YES	NO	Date of CRB check:
Officials Licence number (if already held):			

To qualify as a Level 2 (Club) Official you need to:-

- a) Attend the Generic Level 2 module and the Level 2 module for your chosen discipline.
- b) Complete a licence application form if you have not already done so. Ideally this should have been done in conjunction with your course attendance and will be retained by the Education Coordinator for your area.
- c) Apply for an enhanced CRB disclosure through UKA.
- d) Complete the experience form overleaf for at least 4 meetings in your chosen discipline. You should show evidence of undertaking a variety of roles and in the case of field officials, of officiating in both horizontal and vertical jumps and both shot and long throws. This may require more than four meetings.

Please note that for accreditation as a Level 2 Club official you do not need to complete the remainder of the Log Book.

IF YOU WISH TO PROGRESS FURTHER THEN COMPLETING THE LOGBOOK IS ESSENTIAL.

When you have completed the required experiences this form should be submitted to the Education Coordinator for your area (contact details on page 5). If your form shows sufficient relevant experience it will be sent to UKA with your licence application form so that your Level 2 Club licence can be issued.

Name of Assessor:

Signature of Assessor: **DATE:**/...../ 20...

EXPERIENCE FOR LEVEL 2 (CLUB) OFFICIAL

NAME OF OFFICIAL

Name of Meeting attended	Date and venue	Duties carried out	Name (and signature) of Referee/Chief
If you are unable to get the signature of the Ref/Chief then write the name clearly in the appropriate box.			

Signature of Candidate **Date**

Application for accreditation as Level 2 County/District Official

In this section;

- Application for accreditation as a level 2 county/district official paperwork. Follow the instructions on the form.
- 6 Competition experience forms (further copies can be printed from the course CD)

UK ATHLETICS – OFFICIALS’ EDUCATION PROGRAMME

APPLICATION FOR ACCREDITATION AS LEVEL 2 (COUNTY) OFFICIAL

Name:		Phone:	
Address:			
Postcode:		Email:	
Date & venue of Level 2 course and name(s) of tutor(s):			
Discipline:	Track/Field/Timekeeper/Starter/Marksman <i>(please circle)</i>		
County/District		Region/ Country	
Date of CRB check (UKA):		Officials Licence number:	

To qualify as a Level 2 (County) Official you need to:-

- a) Have attended the Generic Level 2 module and the Level 2 module for your chosen discipline.
- b) Have obtained an officials’ licence (which requires an enhanced CRB check)
- c) Complete the competition experience forms in your logbook for at least 10 meetings in your chosen discipline (of which 4 may have already of been submitted for level 2 club level) .
- d) Complete the questions in the logbook. There is a general section and then a discipline specific section to cover. There is no reason why you should not discuss your answers with other officials, including your mentor. These questions are here to help you to develop as an official and you will need to use your rule book when answering them. They will need to be assessed by an appointed assessor who will also assess the competition experience pages.

LEVEL 2 LOGBOOK ASSESSMENT (LEVEL 2 COUNTY OFFICIAL)

Competition experience	Yes/No	Comments/Feedback
Is there sufficient evidence of practical officiating experience?		
Assessment tasks - generic		
Do they understand the personal qualities required?		
Is there evidence of self reflection on their performance as an official?		
Have they identified areas for personal development?		
Have at least 6 of the questions on competition been answered correctly?		
Discipline specific		
Were at least 75% of the questions answered correctly?		
Did the answers show evidence that the rule book had been used?		
Should this candidate be accredited as a Level 2 County Official?		

Name of Assessor:

Signature of Assessor: **Date:**/...../20

Please contact your Home Country for contact information for your appointed assessor.

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

COMPETITION EXPERIENCE

Name of Event / Competition:	
Date of event:	Venue:
Name of Meeting Manager:	
Name of your Mentor	
Duties allocated:	What tasks did you carry out?
Duties allocated:	How did you carry them out?
Did you carry out any additional tasks or duties?	
Self analysis:	What went well?

Print and copy these pages to keep a record in your Log Book

Self analysis:	What might I do differently next time?
	<p>Did any specific incidents occur you want to comment on?</p> <p>How were these dealt with, and by whom?</p>
Feedback from your mentor (if present)	
Feedback by the Chief Official / Referee	
Name of your Chief Official / Referee	Signature of Chief Official / Referee

Print and copy these pages to keep a record in your Log Book

Application for accreditation as Level 2 Regional Official

In this section;

- Application for accreditation to L2 Regional Form.
Please complete as directed.
- Competition experience sheets—please print additional
copies from your CD or contact your Home Country so
you can be sent additional copies by post.

UK ATHLETICS – OFFICIALS’ EDUCATION PROGRAMME

APPLICATION FOR ACCREDITATION AS LEVEL 2 (REGIONAL) OFFICIAL

Name:		Phone:	
Address:			
Postcode:		Email:	
Date of Level 2 course and name(s) of tutor(s):			
Discipline:	Track/Field/Timekeeper/Starter/Marksman <i>(please circle)</i>		
County/District		Region/Country	
Date of CRB check (UKA):		Officials Licence number:	

FOR COMPLETION BY TRI REGIONAL or NATIONAL OFFICIALS GROUP (TRNG)

Logbook assessment for Level 2 Regional

	Comments
Has the logbook been completed conscientiously?	
Is there evidence of self assessment and subsequent learning?	
Is there evidence of mentoring i.e. candidate seeking or being offered and taking advice?	
Does what you have read in the logbook support the candidate’s application for Level 2 Regional?	
Positive Report received: (details in comments column)	Reporter:
	Meeting and date:

Name of assessor:

Signature of assessor: **Date:**/...../ 20..

Signature of TRNG Secretary/Upgrading Secretary:

Date:/...../20.....

To qualify as a Level 2 (Regional) Official you need to:-

- a) Have attended the Generic Level 2 module and the Level 2 module for your chosen discipline.
- b) Hold an officials' licence (which requires an enhanced CRB check)
- c) Complete the competition experience forms in your logbook for at least a further 10 meetings in your chosen discipline after achieving Level 2 (County). This will need to include meetings at a higher level. You will have completed the logbook for Level 2 County and a copy of the assessment form should be kept in your logbook for reference at this stage.
- d) Provide evidence of any mentoring or support you have received from other officials. You can submit copies of your mentoring session records from your logbook.
- d) Obtain at least one positive report from a higher level (preferably Level 5 or Level 3 National) official when officiating at Regional level or above. There is a discipline specific Level 2 (Regional) report form. The report will be sent to the TRNG Officials Secretary or Home Country Secretary. The candidate will also receive a copy of the report and should keep a copy of all reports.
- e) The logbook will then need to be submitted to the Tri Regional Secretary or Home Country Secretary. Please contact your Home Country for details of who to send your completed log book and application for accreditation to level 2 regional form.