

**OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**  
**Track & Field and Cross Country Officials Evaluation Report**

Please submit the completed forms to Rick Campbell, Track & Cross Country Tournament Assigner, at [assigntrackandcc@gmail.com](mailto:assigntrackandcc@gmail.com). All evaluations MUST be sent electronically as PDFs; each evaluation MUST be its own PDF. **DO NOT mail paper evaluations.**

Official: \_\_\_\_\_ Evaluator: \_\_\_\_\_

Date: \_\_\_\_\_ Site: \_\_\_\_\_

Name of Meet: \_\_\_\_\_ Event/Position: \_\_\_\_\_

Rate the following areas using the scale below, as well as make comments for each section. Please be as objective and accurate as possible. Not all questions will apply to all officials depending on their position and responsibilities; ensure you are only evaluating the action you observed. **Please note that giving someone all fives indicates no room for improvement.** Please feel free to attach an additional document with notes in addition to those requested below.

**Evaluation Scale:** 5 – Excellent, 4 – Good, 3 – Satisfactory/Average, 2 – Fair/Below Average, 1 – Unsatisfactory, NA – Not Applicable  
*\*For the track starting question, please use the directions in the question, not the 1-5 rating process\**

**Appearance & Uniform**

Proper uniform \_\_\_\_\_

Personal appearance \_\_\_\_\_

Comments: \_\_\_\_\_

**Knowledge of the Rules**

Knowledge of rules related to position(s)/event(s) \_\_\_\_\_

Handling of difficult or challenging situations \_\_\_\_\_

Comments: \_\_\_\_\_

**Professionalism**

Arrived on time \_\_\_\_\_

*Arrived early enough to allow for venue set up and athlete warm ups.*

Pre-meet track/course walk/review (Starters, Clerks, Umpires, Referees) \_\_\_\_\_

*Performed a pre-meet walk of the track/course checking for issues and identifying exchange zones, starting lines, hurdle markings, roots, tree branches, etc.*

Pre-meet event set up (Field Events, Head Field Judge, Referees) \_\_\_\_\_

*Performed a pre-meet inspection of assigned field event venue(s) to ensure safety, perform any set up or changes needed, etc.*

Interactions with fellow officials \_\_\_\_\_

Interactions with coaches & athletes \_\_\_\_\_

Interactions with spectators/parents \_\_\_\_\_

Ability to make tough decisions under pressure \_\_\_\_\_

Performed duties during the meet without unneeded delays \_\_\_\_\_

*Operated in a manner that ensured the expedition of the meet while also allowing competitors the time needed for safe and fair competition.*

Came prepared to officiate \_\_\_\_\_

*The official arrived with all needed equipment, including event-specific needs, rule books, official's manual and any other needed items.*

**Professionalism (Cont.)**

Check out before leaving \_\_\_\_\_

*The official checked out with meet management before leaving and ensured no additional help was needed.*

Comments: \_\_\_\_\_

**Preventative Officiating**

Held effective pre-field event meeting (Field Events) \_\_\_\_\_

*Ensured all applicable rules were reviewed, order/method of calling competitors, meet specific information, uniform information, coaching and video viewing area, allowed for questions.*

Performed pre-event or pre-race uniform checks \_\_\_\_\_

Gave verbal preventative instructions to competitors \_\_\_\_\_

*Used verbal communication to prevent violations, such as reminding athletes of relay zones, "staying off the line," exiting from the back of the circle, etc.*

Gave verbal instructions at the start of each round (Field Event) \_\_\_\_\_

*Used verbal communication to ensure athletes are aware of time limits, bar height, the number of competitors remaining, etc.*

Held effective pre-race meeting (Clerks) \_\_\_\_\_

*Ensure all applicable rules were reviewed, uniform checks, starting lines, exchange zone colors, starting instructions, heat/section assignments, allowed for questions.*

Reviewed final starting instructions (Starters and/or Clerks) \_\_\_\_\_

*Quickly ensures athletes understand starting commands, starting instructions, starting lines, etc..*

Comments: \_\_\_\_\_

**Officiating Mechanics**

Starting commands \_\_\_\_\_

*Uses proper starting commands, speaks in a consistent tone (is not yelling), utilizes proper arm movements, etc. Ensures they are positioned appropriately to see what needs to be seen.*

Hold Time (Starters only)

*Track: Hold time is between 1.45 and 2.15 seconds (approx 2 sec). Time from a minimum of three starts should be used to determine the average hold time. Please write the average hold time on the line..*

Avg Time \_\_\_\_\_ seconds

*Cross Country: Hold time is appropriate from whistle to "bang".*

Use of flags (Track Umpires) \_\_\_\_\_

*Utilizing flags to signal each time runners pass, holding the flag to ensure it can be seen, standing, etc. Ensures they are positioned appropriately to see what needs to be seen.*

Field Event Officials \_\_\_\_\_

*Use of proper communication methods such as flags and verbal communication. Ensures they are positioned appropriately to see what needs to be seen.*

Comments: \_\_\_\_\_

**Was any corrective coaching provided to the official?**

Yes / No

If Yes, please detail below.

Comments: \_\_\_\_\_

*Please include any additional notes on this official's performance on a separate sheet as appropriate.*