



**NEW OFFICIAL  
TRAINING MANUAL**

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# APFOA

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## ATLANTA PEACHSTATE

### FOOTBALL OFFICIALS ASSOCIATION

**W**elcome to the **World of Officiating Football** and thank you for choosing Atlanta Peachstate Football Officials Association to begin or continue your career!

Over the next several weeks, we hope to provide you with the essential tools to develop into a well-trained official that allows you to officiate almost any football game you will have the opportunity to work; and be confident in rules knowledge and understanding of various mechanics used to cover the field.

But before you can call games on Sunday afternoon, which usually takes several, if not double-digit seasons on multiple levels of football; you must learn the basics first, which is what you will acquire here.

Atlanta Peachstate has plenty of experienced officials on our roster willing the help you through your learning process, so please feel free to ask questions and seek out answers to any inquiry that may come up.

Officiating football takes patience, discipline, and a willingness to learn. Even the most experienced officials have days where they learn or see something new so don't get discouraged. The world wasn't created in one day, and neither will your expertise in this avocation.

Thank you, again, for choosing Atlanta Peachstate, and we wish you well in your career in officiating football.

## DEFINITION OF TERMS

**Balanced formation** — An offensive formation in which the same number of eligible receivers are outside the tackles on both sides of the snapper.

**Blitz** — A defensive strategy in which several players commit to rushing the passer. See “Showing blitz.”

**Box** — Apparatus (also known as the down marker) used by the chain crew to show ball position and the current down.

**Chain crew (or chain gang)** — Non-officials in charge of the line-to-gain equipment and box.

**Cleaning up after the play** — Mechanic in which the official not responsible for the ballcarrier observes action behind and around the ballcarrier.

**Dead-ball officiating** — Activity during the time immediately after the ball becomes dead.

**Digger** — Official who burrows into a pile and determines which team has recovered a fumble.

**Downfield** — Refers to the direction the offensive team is moving with the ball. On a scrimmage down, it is the area beyond the neutral zone. Opposite of “Upfield.”

**Echoing a signal** — Giving the same signal as a crewmate (i.e. stop the clock, touchdown).

**Eye contact** — Gaining the visual attention of another official before making a ruling. By doing so, officials can avoid conflicting calls.

**Flat** — The area behind the offensive linemen where backs go to receive short passes. A pass to a back in the flat is thrown shortly after the snap, thus making it different from a screen pass.

**Give up** — Turning attention from a specific player (usually the runner) because the player has entered another official’s coverage area.

**Halo principle** — Technique involving imaginary circles around players that help define coverage areas for officials.

**Hashmarks (or hashes)** — Also known as the inbounds marks, the lines on the field from which the ball is snapped if it becomes dead in a side zone or out of bounds.

**Inside-out look** — Pivot that turns an official’s back toward the middle of the field, allowing him an angle to action in a side zone or on the sideline.

**Key** — An action or reaction by a player that gives the official a tip as to what type of play the offense will run; a player an official observes for all or part of a down.

**Line-to-gain equipment** — Ten-yard length of chain connected at each end to poles used to indicate the line team A has to reach in order to achieve a first down. Commonly

referred to as “the chains.” The box is also considered to be part of the line-to-gain equipment. See “Box,” “Chain gang” and “Stakes.”

**Look through** — Use of depth-of-field vision to observe a player lined up inside the nearest player.

**Mirror a spot** — Mechanic, usually used by wing officials, in which one official marks the spot of forward progress and another indicates the same spot from across the field.

**Nine-yard marks (or numbers)** — The yard line identification numbers painted on the field. The distance from the sideline to the top of the numbers is nine yards.

**Officiate back to the ball** — Mechanic in which a wing official who has moved toward team B’s goal line moves back toward the play in order to determine the spot of forward progress.

**Point of attack** — On a running play, the area in advance of the runner through which he runs; on a passing play, anywhere in the vicinity of the passer or any player attempting to reach the passer.

**Preventive officiating** — Refers to actions by officials who prevent problems from occurring by talking to players and coaches. Preventive officiating is often related to dead-ball officiating.

**Short side (of the field)** — The side of the field from the hashmark to the nearer sideline when the ball is snapped from the hashmark; opposite of the “Wide side.”

**Showing blitz** — The defense places eight or more players within four yards of the snap, making no secret of the fact it intends to place pressure on the quarterback or kicker. See “Blitz.”

**Shuffle step** — Movement used mainly by wing officials on pass plays. The torso remains perpendicular to the line of scrimmage and the feet are alternately scraped along the ground (not a crossover step) in order to move downfield.

**Side zone** — The area of the field between the sidelines and the hashmarks.

**Stacked** — One player lined up directly behind a teammate (e.g., a linebacker positioned immediately behind a defensive tackle).

**Stakes (or sticks)** — See “Line to gain equipment” and “Chain crew.”

**Strong side** — For the purposes of this book, the side of the offensive line on which there are more eligible receivers outside of the tackles; opposite of “Weak side.”

**Trips** — Three eligible receivers on one side of an offensive formation.

**Upfield** — The direction the defense or receiving team is moving. Opposite of “Downfield.”

**V** — Triangular alignment used by officials to relay the ball from a side zone to the hashmark.

**Weak side** — For the purposes of this book, it is the side of the offensive line on which there are fewer eligible receivers outside of the tackles; opposite of the “Strong side.”

**Wide side (of the field)** — The area from the opposite hashmark through the middle of the field and side zone to the sideline when the ball is snapped from the opposite hashmark. Opposite of the “Short side.”

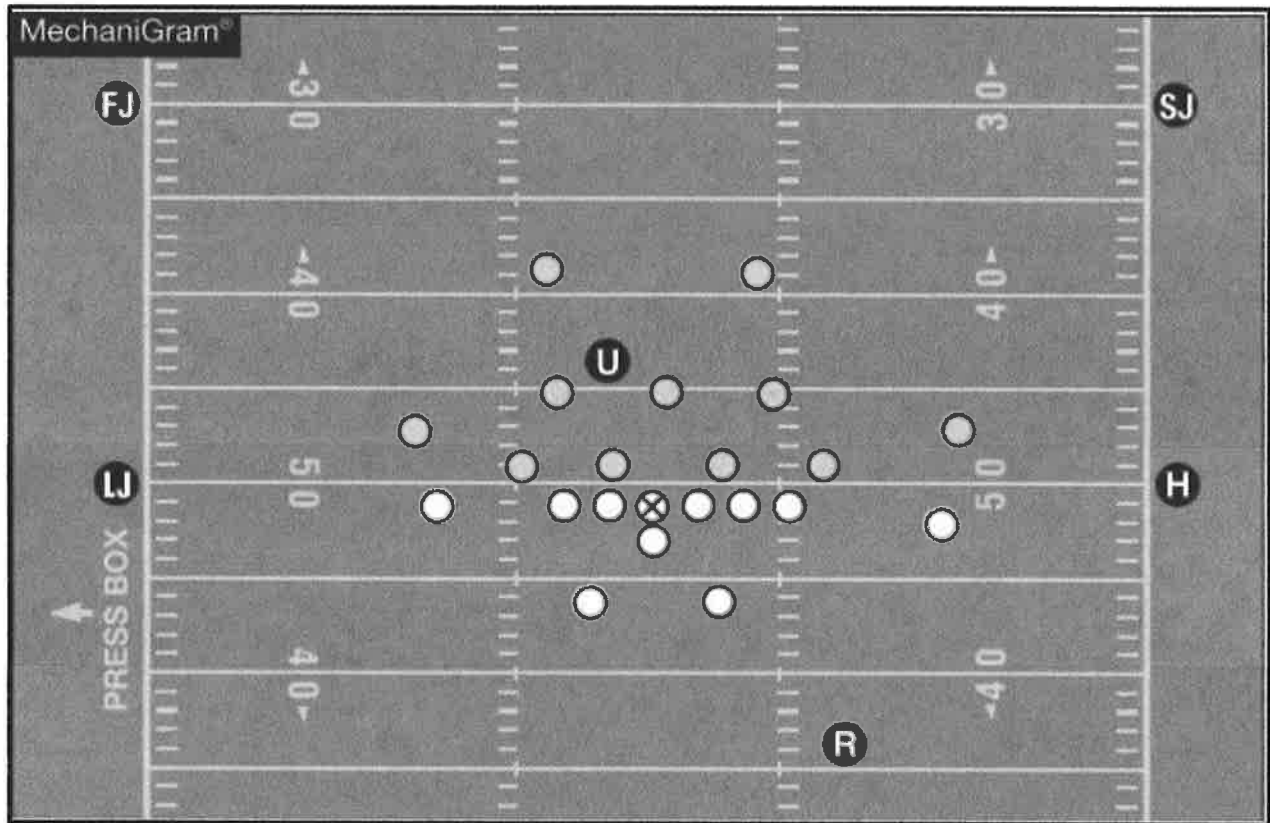
**Wideout** — An eligible receiver who lines up outside the last player on the offensive line, on the line of scrimmage.

**Wing official** — The linesman or line judge.

**Square off** — Ninety-degree turn made by an official when marking the spot of forward progress.

**ON-FIELD POSITIONS  
&  
DUTIES**





**Referee (R aka White Hat)** - Head official for game. Moderates pregame meeting. Ensure crew is aware of game assignment and sets expectations. Positioned on throwing arm side of QB about 10-12 yds behind. Player Keys: Quarterback, Kicker, and Tackle on opposite side of line from where R is positioned on field. Watches QB for late hits, intentional grounding. Watches Kicker for late hits, proper fielding of snap by holder.

**Umpire (U)** – Positioned 6-9 yards off the line of scrimmage on the defensive side of the ball behind the linebackers. Player Keys: Action of the offensive lineman and detecting and signaling forward passes, and ensuring passes are thrown while QB is behind the line of scrimmage. The Umpire also has the responsibility of spotting the ball after every play.

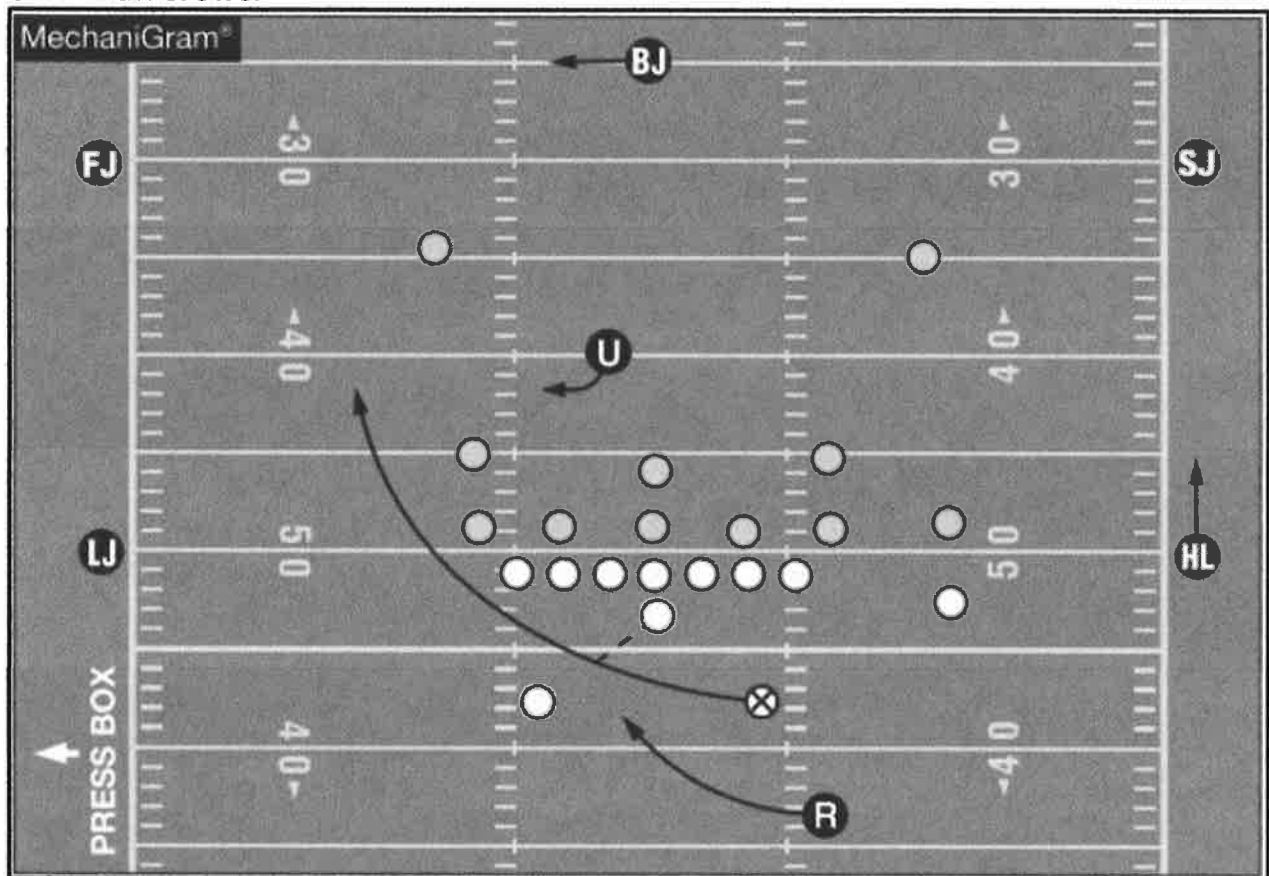
**Line Judge (aka Wing Official or LJ)** – Positioned at the line of scrimmage on the sideline of the home team, outside the field of play. Along with the Head Linesman, the LJ counts the defensive team the entire game, and determine eligibility of receivers and the alignment of such. The LJ fouls for illegal formations at the snap. The LJ will also count the number of offensive players in the backfield to determine legality of the offensive formation. The LJ is responsible for action of receivers on their side of the field and action beyond the line of scrimmage all the way to the defensive team's end zone.

**Head Linesman (H aka "The Chains")** - Positioned at the line of scrimmage on the sideline of the visiting team (usually opposite side of the press box), outside the field of play. The HL is responsible for managing the official chains and down box crew throughout the game. The HL counts the defensive team the entire game and determine eligibility of receivers and the legal alignment of such. The HL fouls for illegal formations at the snap. The HL will also count the number of offensive players in the backfield to determine legality of the offensive formation. The HL is responsible for action of receivers on their side of the field and action beyond the line of scrimmage all the way to the defensive team's end zone.

**Side Judge (SJ aka Deep Judge)** – Positioned approximately 20-22 yards off the line of scrimmage and the side of the field opposite the press box, and square to the Head Linesman. He/She assists the HL with resetting chains in between the 1<sup>st</sup> & 2<sup>nd</sup> and 3<sup>rd</sup> & 4<sup>th</sup> quarters. The SJ is also responsible for maintaining the deep end of the Mobile Box and have primary responsibility for obtaining the dead ball spot from the defense's 2-yard line to the goal line. Prior to the snap, the SJ is responsible for obtaining a count of the defense and sharing that count with the Field Judge. Player Keys: Widest receiver on his/her side of the field, and any receiver that flows into their zone, always remaining a deeper position than any receiver/defender.

**Field Judge (FJ aka Deep Judge)** - Positioned approximately 20-22 yards off the line of scrimmage and the same side of the field as the press box, and square to the Line Judge. The FJ is responsible for maintaining the deep end of the Mobile Box and have primary responsibility for obtaining the dead ball spot from the defense's 2-yard line to the goal line. Prior to the snap, the FJ is responsible for obtaining a count of the defense and sharing that count with the Field Judge. Player Keys: Widest receiver on his/her side of the field, and any receiver that flows into their zone, always remaining a deeper position than any receiver/defender.

**On 7-man crews:**



**Back Judge (BJ aka Deep Judge)** – Positioned 25 yards from the line of the scrimmage in the center of the field towards the strong side of the offensive formation (the side with more eligible receivers outside the tackles). The BJ performs or monitors all timing involving the play clock count depending on whether a play clock operator (PCO) is present. The BJ counts the defense.



# UNIFORM

Rate it  -

Your uniform should be clean and well kept. The entire crew shall be dressed alike.

**Shirt:** The standard shirt has black and white vertical stripes one inch wide. State associations may approve use of a shirt with stripes that are 2-1/4 inches wide. Officials should have shirts with short and long sleeves. All crew members should wear the same length sleeves. Do not wear a long-sleeved garment underneath a short-sleeved shirt. T-shirts and turtlenecks (for cold weather) should be black. The undershirt should not have any letters or pictures that could be seen through the striped shirt. Shirts should always be tucked in. Association patches and/or the American flag are allowed if their use is accepted in your area of the country.

**Pants:** Full length black pants with a single one and one-quarter inch white stripe down each leg are the standard. By state or local association adoption, officials have the choice of wearing black officiating shorts. Regardless of pants or shorts and color, a black leather belt 1-1/4 to 2 inches wide with a plain buckle is always worn. It is recommended that shorts only be worn for games below the varsity level.

**Shoes:** Entirely black shoes are most acceptable. Black shoes with minimal white markings (like shoe logos) are allowed. Black laces are always worn.

**Socks:** When black pants are used, all black socks are required.

**Cap:** A black cap with white piping should be worn by all but the referee. The referee's white hat must be clean. All caps should be fitted; adjustable caps appear unprofessional.

**Whistle:** If a whistle on a lanyard is used, both must be black. The whistle should be plastic. Metal whistles (even with rubber caps) are outdated and appear unprofessional. Carry a spare in your pants pocket. If a finger whistle is used, it should also be black plastic.

**Jacket:** Jackets are not recommended. When high school associations allow jackets to be worn during the game, the jacket should be black and white striped. Jackets may be worn before the game during warmups. All officials should either wear jackets or go without.

**Accessories:** Each official must have:

- At least one penalty flag (two are recommended). Each flag should be 15 by 15 inches and have a center weight. Most officials put rubber bands around the weight to form a ball which aids the flight and direction of the flag when it is thrown. Do not use a flag with a metal clip. The flags may be carried in the belt or in pockets; your association may have a policy. Wherever it is carried, as little of the flag as possible should be visible so the official doesn't appear flag-happy.
- At least one beanbag to mark nonpenalty spots. Beanbags should be white or blue and worn in the belt. All members of the crew should use like-colored beanbags, except the back judge shall carry two different color beanbags; one for marking the end of the kick and one for marking first touching.
- An information card (to record timeouts, captains, etc.) and a writing utensil.
- A wristband, rubber band or other device to keep track of downs. The umpire should wear a second device to keep track of the area of the field from which the ball was last snapped.

**Other Accessories:** Gloves, when worn, should be black. The referee should have a coin. The linesman should have a device that is clipped to the chain as an aid for measurements, etc., and an extra snap clip to aid setting the box after the first and third quarters. A second clip is recommended (see page 35).

- The back judge (crew of five) or referee (crew of four) should have a watch or timing device for the play clock if the field does not have a visible play clock or if the field play clock malfunctions. The line

**judge (crew of four or five)**

- **When allowed by state or local association policy, official-to-official communication devices may be worn by some or all crew members.**

# ON THE FIELD BEFORE THE GAME

Rate it  -

The officials enter the field together at least 30 minutes before game time or at an earlier time if required by the state association.

The referee and one other crew member meet with each of the head coaches. When and where the meeting occurs depends on local practice or conference policy. If it occurs on the field, it should be out of the way of players. It is best to meet with the home coach first as he may have information about pregame ceremonies that must be relayed to the visiting coach. If the umpire does not attend the meeting, he should utilize that time to check player equipment.

The meeting should begin with the officials introducing themselves and giving the coach a card listing names of crew members.

The coach must:

- Verbally verify that all his players have been issued legal and proper equipment and will wear it throughout the game.
- Acknowledge that everyone is expected to exhibit good sportsmanship throughout the game.
- Identify if there are players with protective guards, casts, braces, etc. that need to be inspected.
- Notify the referee of the designated representative who will request timeouts from the sideline. The head coach's designee shall remain in place for the entire game except in case of emergency.
- Notify the referee of the designated representative (coach or player) who will make decisions regarding penalty acceptance or declination.

It is recommended the officials obtain the name of the "get-back coach" who will aid in sideline control.

Some crews may prefer to obtain the captains' numbers and names. If an official wishes to speak to a captain during the game, perhaps to seek his help in calming an angry teammate, the captain will respond better if he is called by name rather than number. Also, the referee should ask if the quarterback is right-handed or lefthanded and if the punter and place kicker are right-footed or left-footed, which aids in positioning.

The referee obtains the game balls for inspection and approval before the game. The coach should be asked if the team plans on using any unique formations or trick plays. Foreknowledge helps the crew be prepared for such instances and increases the chances the play will be officiated correctly. Avoid conversations about "what the other team does."

The presence of medical staff should be ascertained. If possible, meet with the athletic trainer and make introductions and ask where they will be located during the contest. Also, the referee should inquire if a lightning detector is available and how communication will be handled if weather should become an issue.

All officials should inspect the field.

The linesman and line judge should walk the sidelines and along each endline. If potholes, broken glass or other hazards are discovered, game management should be asked to have the problem taken care of immediately. If the field is marked for another sport, make sure the crew knows which lines are being used for football. The goalposts should be free of decoration, the goalpost pads securely fastened and the pylons properly placed.

The referee and umpire should make a casual visual inspection of players as they warm up. Look for tinted eyeshields, knotted jerseys, towels with decorations and other uniform-related violations. Ask the head coach to have the players make the necessary corrections.

All officials should spend some time warming up. Run along the sideline for several yards. If calisthenics or stretching are necessary, they should be performed out of bounds near the end zone.

Casually observe both teams for information that will be helpful during the game. Watch both teams without giving the appearance they are being inspected. Pay attention to player actions similar to those that will be seen during the game.

Things to look for include:

- How strong are the punter's and kicker's legs?
- How is the wind affecting kicks?

How does the kicked ball spin?

- Does he tend to slice it?
- What formations do the teams use?
- Do they rush the snap after getting set?
- What blocking techniques are used?
- Do the linemen block low?
- Is the tight end and/or slot back in the free-blocking zone?
- Does the offensive line use unusually wide splits?
- Do they use a double wide, a slot or trips?
- What patterns do the receivers run?
- On defense, do linebackers line up tight enough to be in the free-blocking zone at the snap?

The linesman must inspect the box and chains and meet with chain crew. The linesman and line judge should learn the names of ball helpers and brief them (see the chapter titled Chain Crew, Timers and Ball Helpers).

# CHAIN CREW, TIMERS AND BALL HELPERS

Rate it ☆☆☆☆☆ -

## Chain Crew

It is important for the linesman to have a thorough pregame meeting with the chain crew. Officials will often encounter a chain crew that “has been doing this for 30 years” and needs no instruction. In those cases, the linesman can remind the chain crew that not all crews do things the exact same way, thus creating the need for the meeting.

A four-person chain crew of all adults is preferable. If the crew consists of only three members, the person working the box can also work the clip while the trail chain holder tends to the box. No one on the chain crew should double as a ball helper.

When a new series begins, the box is set on the spot where the linesman’s downfield heel intersects with the sideline. The chains are then set according to the position of the box. Once the spot has been established, the box should be moved at least six feet away from the sideline. The six-foot spacing allows the chain crew some cushion. If players approach, the chain crew must retreat and drop the equipment. That protects the players and the chain crew.

Remind the box holder that all spots are taken from the forward point of the ball. At the start of a new series, the linesman will go to the sideline and mark the spot with the heel of his downfield foot.

The box holder is not to change the down or move the box until the linesman echoes the referee’s announcement of the next down. Let the box holder know what signals will be used to indicate the down (inexperienced chain crews may not know that a fist indicates fourth down). Remind the box holder the box will be needed on a try.

Although most chain holders understand not to move the chains unless directed, the reminder needs to be offered. The chain holders should be shown the signal the linesman will use telling the crew to stay put and the signal that moves the crew. Many linesmen use the “stop” signal to indicate stay put and a beckoning motion of the hand or arm as the signal to move.

If the linesman tells the crew to move, not seeing that a penalty marker is down, the crew should be told not to hesitate to point out the flag to the linesman.

When a first down is declared, the trail pole goes immediately behind the box so the officials’ view of the box is not obstructed. The lead holder is responsible to ensure the chain is taut at all times. Instruct the chain crew that when the trail pole is set behind the box, the trail pole holder should step firmly on the chain; that ensures the chain will be taut and that the trail pole will not be displaced when the lead pole is pulled.

Once a first down is awarded to team A inside team B’s 10 yardline, the chains are no longer needed and should be moved well away from the sideline.

The linesman’s clip is a safety valve. If the chains are moved either in error or for safety reasons, the clip provides the exact chain location. The clip operator should be told to place the clip on the back edge of the line. Then the chains are moved off the sideline. If two clips are used, the clip operator should mark the new yardline with a second clip, leaving the original clip in place until after the first-down play ends.

The clip goes on the five yardline nearer the trail stake, the yardline is set on the clip and the clip is never removed until the stakes are in a new position.

Another tool the linesman can use is tape on the halfway point of the chain. The tape helps the linesman determine if team A will achieve a first down on a five-yard penalty, thus precluding the need for a measurement.

For instance, if the box is three links behind the tape and team B is flagged for a five-yard penalty, the linesman can check the tape and tell the referee, "They'll still be short." Conversely, if the box is slightly beyond the tape, the linesman can tell the referee, "It will be first down." If, during his pregame inspection of the chains, the linesman sees there is no tape on the chain, he should ask a trainer or team manager for a strip of tape about six inches long. The chain is folded in half and the tape wound around the links at the halfway mark.

To ensure that the proper penalty yardage is assessed, the linesman should go to the succeeding spot when penalties are to be enforced.

At the end of the first and third quarters, the chains need to be moved to the other end of the field. The linesman should record the down, distance, yardline on which the ball is resting and yardline on which the clip is located. The linesman then grabs the chain on either side of the clip, asks the stake holders to rotate so they are opposite of where they were when the quarter ended and then jog to the corresponding yardline on the other end of the field. The linesman places the clip on the ground at the appropriate line, then asks both stakeholders to pull the ends taut. The box is placed once the umpire has set the ball.

### Game Clock Timer

When plays end at the sideline, the timer should observe if the covering official signals to stop the clock. Also remind the timer to look for the stop-the-clock signal when the ball goes near a sideline, there is a change of possession or there is a first down, and that a try is always untimed.

In addition to the time allotted for halftime, there is an additional threeminute warmup that immediately follows the intermission. The timer times both.

If the regulation game ends in a tie and overtime is played, the timer will need to put three minutes on the clock. After that, the clock is not needed unless there is a second overtime (a two-minute break occurs in that case).

As a backup, an onfield official should time the game. Those duties fall to the line judge in a crew of four or the line judge in a crew of five.

Remind the timer that if the scoreboard is equipped with a horn to indicate the end of a period, it should not sound while a play is in progress.

### Play Clock Timer

The back judge (crew of five) or referee (crew of four) meets with the play clock timer before the game. The timer is instructed that the covering official's signal will designate when to start the play clock.



When the ball is declared dead, the play clock starts when the following signals are given (only one signal is used):

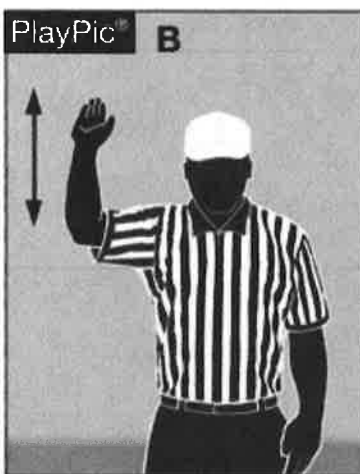
- The dead ball signal indicates the play has ended inbounds.

The covering official raises one arm straight up (PlayPic A).

- The start-the-clock signal indicates the play has ended inbounds near the sideline (Note: In some associations, only the stop-the-clock signal is used if a first down has been achieved when a play ends inbounds near the sideline.)
- The stop-the-clock signal indicates the play has ended out of bounds.
- The incomplete pass signal indicates the game clock should stop.

If the play clock is interrupted, it will always be reset to 25 seconds.

If there is an appreciable delay in spotting the ball and the play clock is down to 20 seconds, the play clock should be reset to 25 seconds. The referee will do that by stopping the game clock and using the onehanded pump signal (PlayPic B).



When there is no visible play clock the referee should approximate that interval and use his best judgment. When in doubt, reset the play clock. to reset the play clock to 25 seconds. The game clock will start by rule either on the ready-forplay signal or the snap.

When a first down is gained and the play ends inbounds, the game clock stops to award the new series but the 40-second play clock starts when the ball becomes dead. Although the ball normally can be snapped as soon as it is spotted, in that special case, it cannot be snapped until the game clock is re-started. The umpire will stand over the ball to prevent a snap until the referee signals the game clock to start and the umpire confirms it has started. If the clock operator does not respond, the referee may blow his whistle to get the clock operator's attention. Such a whistle does not re-set the play clock. If the clock operator still doesn't respond, the referee signals timeout and re-sets the play clock to 25 seconds.

The play clock is turned off whenever the ready-for-play is whistled with less than 25 seconds remaining in any quarter and the game clock is running. In that way the quarterback is not confused over the amount of time remaining to snap the ball.

If the 25-second count is interrupted, whether it is because of a malfunction or for an official's discretionary timeout, it must be reset to 25 seconds. The play clock will never resume at the interrupted count. When that occurs, the game clock must also be stopped and will restart on the snap. The signal for resetting the play clock is the right arm extended upwards with the palm facing up. The referee pumps his arm three times as if "pushing the sky." If the 25-second clock does not start on time, start it as soon as you are aware. The back judge will have a backup 25-second clock. If the play clock continues to malfunction, the referee may direct that it be turned off. The 25-second count will then be kept on the field with the back judge signaling the last five seconds of the count.

If the 25-second clock gets to zero prior to the snap or free kick, it is left at zero until the penalty is enforced, then reset. If it is close to whether the start of the play beat the clock and there is no flag, reset the clock to 25 seconds. If the 25-second clock is still running after the play starts, reset it to 25 seconds during the play. The 25-second clock is used during overtime.

### Ball Helpers

If two ball helpers are available, appoint one to be responsible for each sideline. The ball helpers keep up with the play at all times, normally mirroring the position of the wing official on their side of the field.

In addition each ball helper should be made responsible for the endline in field goal and try situations. One ball should be placed on the ground behind the goalpost. The ball helpers then take a position well behind the posts in order to recover the ball after the kick. An official can pick up the ball behind the goalpost for use on the ensuing kickoff or snap.

If the ball becomes dead out of bounds or inbounds nearer the sideline than the hashmarks, the ball helpers should give a ball as quickly as possible to the nearest official. If the dead ball goes out of bounds, or is dead because of an incomplete pass, the ball helper should then retrieve it. If the dead ball is inbounds, the ball helper should wait with the official covering the spot until it is no longer required and then take it off the field.

It is recommended that ball helpers not be allowed on the field. That prevents the possibility of injury or a ball helper interfering with live play.

In inclement weather or muddy conditions, the ball helpers must ensure that their ball is kept dry and clean. It is the responsibility of game management to supply towels for that purpose.



# WHISTLE MECHANICS

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Rate it ☆☆☆☆☆ -

Each official will carry a whistle as part of required game equipment. A whistle on a lanyard is preferred. The lanyard should be black. Some assigners or associations allow the use of finger whistles. Check to see if finger whistles are allowed before using one.

Whichever type of whistle is used, having a spare whistle in a pocket is recommended.

The referee, umpire, linesman and line judge should strongly consider having the whistle in their mouths prior to the snap in case a dead-ball foul occurs or a team's timeout request is granted. Once the snap occurs, it is strongly recommended that no official have a whistle in the mouth until the ball becomes dead.

Remember that, by rule, the whistle rarely causes the ball to become dead. Blowing the whistle only confirms that something has happened to cause the ball to become dead.

When, at the end of a play, any official sees that a flag has been thrown, he should alert the crew by giving three shorts blasts of the whistle. That helps ensure the box is not moved or the chains moved until the penalty is sorted out.

The referee uses the whistle to indicate the ball is ready for play, there is a timeout (charged or official), there is a player injury and to prevent the ball from becoming live due to a dead-ball foul before the snap. Rarely will the referee use the whistle to confirm that the ball is dead after a play.

The umpire whistles to indicate a timeout, dead-ball foul that prevents the snap and player injury. It is strongly recommended the umpire refrain from using the whistle to confirm the ball is dead at the end of the play. The umpire may blow his whistle if he sees an incomplete pass in his coverage area, however.

Wing officials use the whistle to indicate timeouts, dead-ball fouls that prevent the snap, injuries and when the ball becomes dead following plays in their coverage areas (including incomplete passes and the runner or a live ball going out of bounds).

The back judge uses the whistle to indicate timeouts, injuries, the end of a quarter, touchback, the ball is dead in his coverage area and touchdowns when he is the covering official.

# FLAGS AND PENALTIES

Rate it ☆☆☆☆☆ -

Fouls must be reported to the pressbox and both coaches. Additionally, all fouls must be communicated to all members of the officiating crew as each official has a role in penalty enforcement. Your signals and sequence speak a language. Using signals to report is just like talking to the pressbox and spectators, only you're using signals instead of words.

## Notification

Once the flag is thrown, the official who threw it must ensure both the referee and linesman are aware as soon as possible after the play ends. The linesman will ensure the chains and box are not moved and the referee will prepare for the steps that follow. **Referee recommendation:** Use three short blasts on the whistle after the ball is dead to bring the flag to the referee's attention.

The referee's first step in quality communication is to get an accurate report from the official who threw the flag. The referee must then move clear of the players, face the pressbox, stand stationary and indicate the foul and the offending team using the appropriate signal.

When wing officials throw a flag for a dead-ball foul prior to the snap, they should jog slowly toward the middle of the field to report the foul to the referee. Remember to practice good dead-ball officiating during the jog; if a player has crossed the neutral zone and contacted an opponent, the contacted opponent may try to retaliate.

Avoid signaling the foul rather than reporting the foul to the referee because another official may have a different foul. Instead of signaling from their position, the calling officials should get together to discuss what each official has seen, then report their decision to the referee.



## Getting the Explanation

Some referees simply want to hear the foul and offender, such as, "No. 49 offense, illegal motion." Others prefer to be told what the reporting official saw, "No. 49 cut upfield too soon." It may make sense to use both techniques dependent upon the experience level of the crewmate.

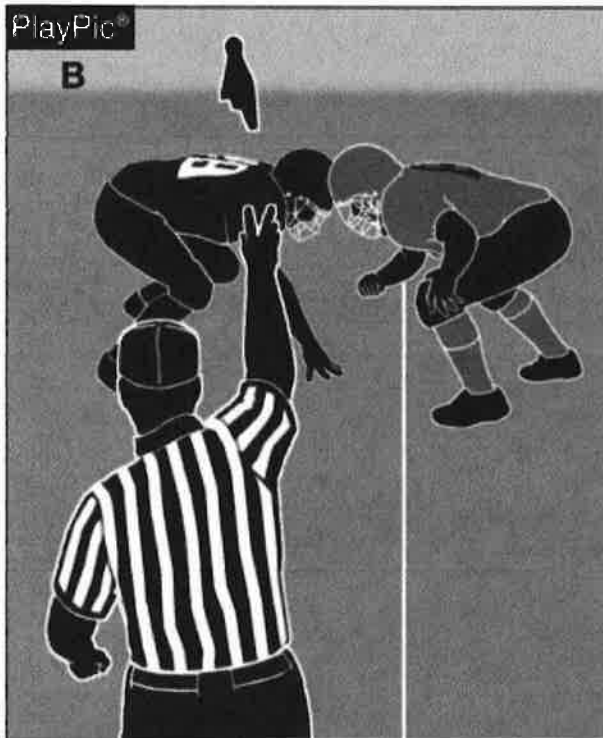
On certain fouls, it is critical that the referee be told the status of the ball when the foul occurred or whether a player involved was an eligible receiver. Of course the guilty team must also be identified.

The trend at many levels is to get away from referring to teams by jersey color. The pregame conference should include a discussion of how to report fouls.

### Giving the Explanation

The choices should be presented on all penalties unless it is a double foul or the penalty is automatically declined. The foul should be explained to the captains along with the options. State the options briefly, but correctly, clearly and courteously. The umpire must listen to the referee's explanation to ensure the options are properly offered.

The wing official on the sideline of the penalized team should tell the coach the number of the guilty player and explain the foul in non-technical terms, e.g., "The man in motion cut downfield too soon." Don't guess or make up a number if you don't know the number of the fouling player. If a non-existent number is reported, crew credibility is immediately destroyed.



Once the referee determines whether the penalty has been accepted or declined, he must inform other members of the crew. If the penalty is accepted, the umpire must understand where to walk from – the enforcement spot, how far to walk and which direction to walk.

Finally, the referee should again move clear of the players, face the pressbox, stand stationary and indicate the foul and the offending team using the appropriate signals.

### Use of the Microphone

If the referee has a microphone to announce fouls, brief explanations are best: "Holding (pause), on the offense (pause), repeat the down (pause), third down." The number of the fouling player may also be announced.

### Use of the Flag

Correct penalty enforcement can be facilitated if the flag is thrown properly. There are two ways to throw the flag: into the air or carefully to a spot. The latter is used when a spot foul occurs (PlayPic A, previous page). If it is possible the spot of the foul will be the enforcement spot, you must get your flag as close to that spot as possible. If you're off target, you should relocate the flag as soon as possible after the play by picking it up and moving it definitively. The longer you delay making this correction, the more it will appear you are manipulating the situation.

**For dead-ball fouls or fouls simultaneous with the snap, the flag should be tossed into the air directly in front of the official (PlayPic B).**

**A few techniques to avoid: slam dunking the flag to the ground; looking angry when you toss it; holding the flag and waving it, instead of throwing it; or throwing it at the fouling player. On late hits, the latter looks confrontational, and worse yet, might hit the player in the face.**

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# PENALTY SIGNALING SEQUENCES

Rate it ☆☆☆☆☆ -

The order of the penalty signals used by the referee is just as important as the clarity of the signals. Again using the language parallel, think of signal sequence as words in a sentence. The singular words, "Sequence important the is the of signals," makes little sense when thought of as individual words, but "The sequence of the signals is important," uses the same words and is easy to understand.

The key to quality signaling is remembering that it is a sequence of fluid movements. Take your time. Signals executed with separate and distinct motions ensure clarity; jumbled quickly together and the messages are lost.

It is also important to face the proper direction when giving the signal. All signals are given facing the pressbox.

When the ready-for-play signal is used, it should always be given from a position that is visible to the clock operator. It can be the downward stroke of your arm for the start-the-clock signal when the clock starts on the ready.

The false start and encroachment signals are always preceded by the signal for a dead-ball foul.

By following these principles and using the correct, accepted signals you will effectively communicate your decisions to all involved.

## Live-ball Fouls

Signaling the penalty for a live-ball foul is a four-step process: foul signal, a point toward the team that fouled, an indication of the next down and either the ready-for-play or start-the-clock signal.

In PlayPic A, team B has been called for roughing the passer. The referee signals the foul (1), indicates which team has fouled (2) and signals that team A

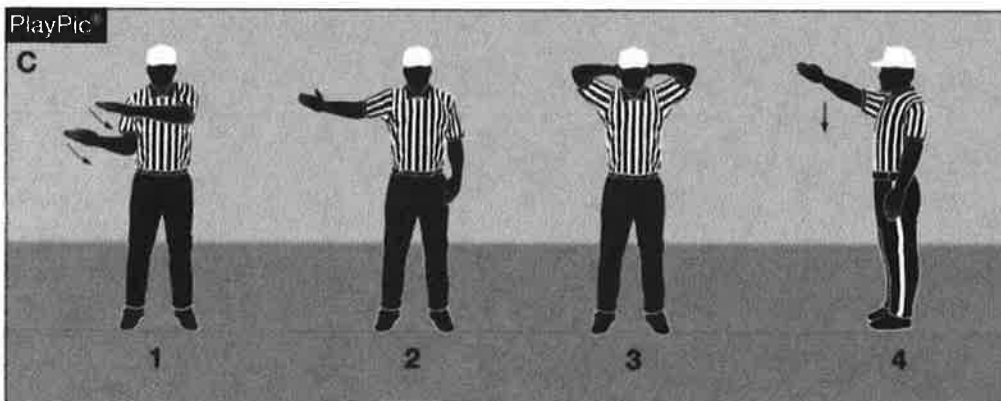
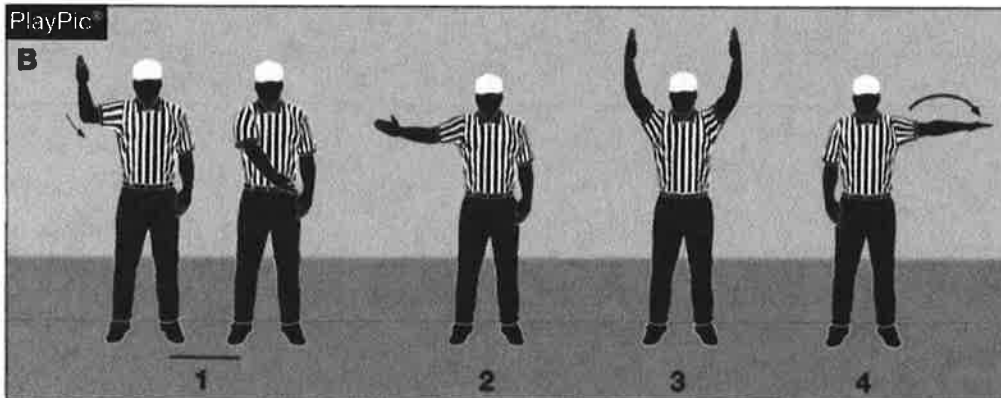
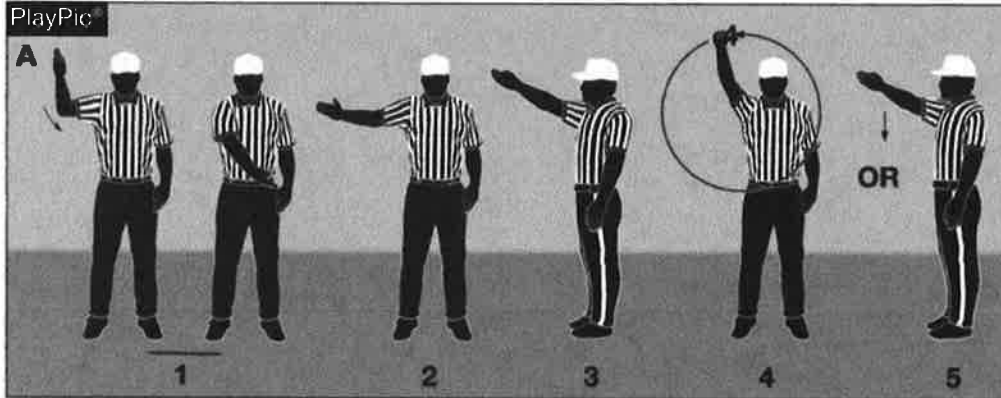
has been awarded a new series (3). The referee waits to be sure the chains have been moved and the other officials are in position. If the pass was complete in spite of the roughing and the runner was downed inbounds, the referee blows his whistle and simultaneously gives the start-the-clock signal (4). If the pass was incomplete or the play ended out of bounds, the referee gives the ready-forplay while simultaneously blowing his whistle (5).

In PlayPic B, team B has been called for roughing the passer, but team A scored a touchdown. The scoring team may choose to have the penalty enforced on the try. If so, the sequence in PlayPic A is used with the ready signal. If the scoring team chooses to have the penalty enforced on the next kickoff, the referee signals the foul (1) and indicates which team has fouled (2). The referee signals the touchdown, then points to the spot of the next kickoff to indicate the enforcement (4).

In PlayPic C, team A has been called for intentional grounding. The referee first indicates the foul (1), followed by the fouling team (2). Because the penalty includes a loss of down, the referee gives that signal (3). Because the pass was incomplete, the referee gives the readyfor-play while simultaneously blowing his whistle (5).

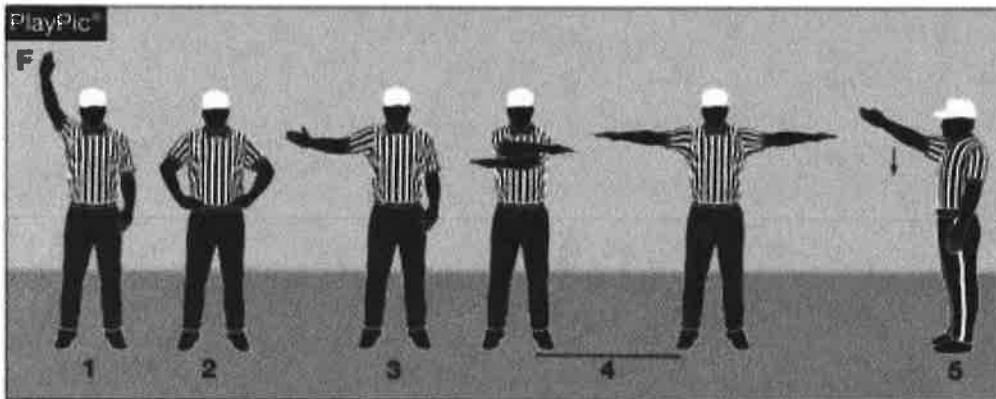
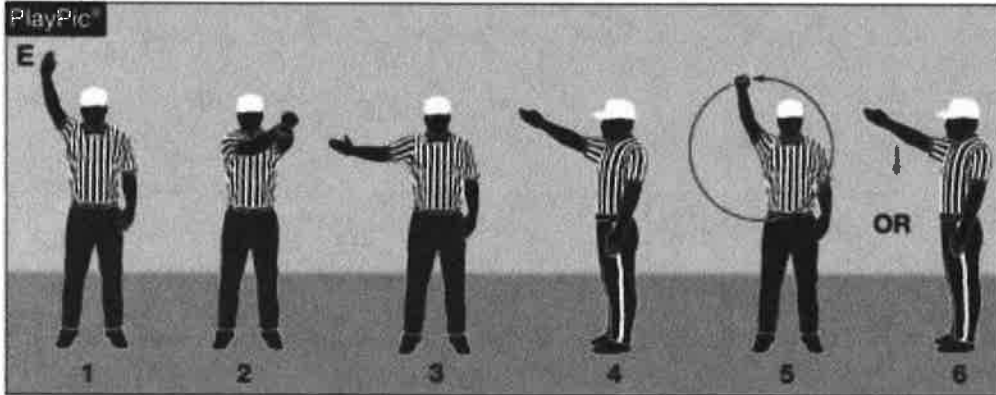
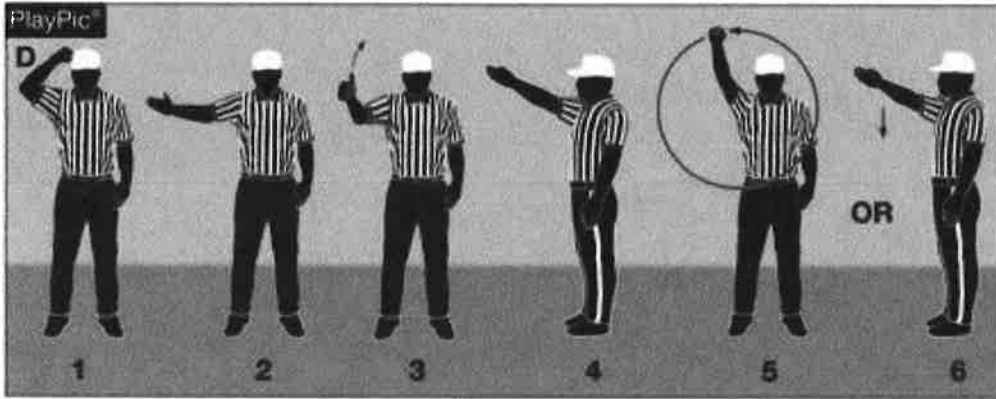
Cases that involve an ejection add a step to the process. The referee must indicate the decision to the pressbox. PlayPic D (page 18) illustrates the sequence for a live-ball foul for illegal helmet contact that results in an ejection. The referee first indicates the nature of the foul (1) and the fouling team (2). The ejection is then indicated (3). If the penalty results in a first down, the referee signals that team A has been awarded a new series (4); if not, the referee signals the next down. In this example, the penalty has given team A sufficient yardage for a first down. If the previous play ended inbounds, the referee blows his whistle and simultaneously gives the start-the-clock signal (5). If the previous play was an

incomplete forward pass or if the play ended out of bounds, the referee gives the ready-for-play while simultaneously blowing his whistle (6).



### Dead-ball Fouls

When a dead-ball foul has been called, the dead-ball signal must precede the signal for the nature of the foul. That means signaling the penalty is a four- or five-step process: the dead-ball signal, followed by the foul signal, followed by a point toward the team that fouled, followed by an indication of the next down, followed by either the ready-forplay or start-the-clock signal.







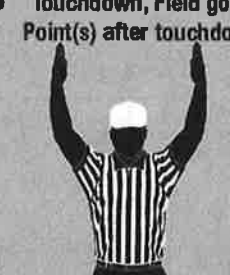











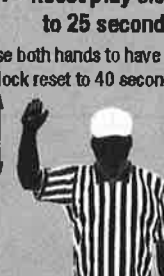





In PlayPic E, team B has been flagged for a personal foul that occurred during a dead-ball period. The referee begins with the dead-ball signal (1) followed by the signal for personal foul (2). He then indicates the team that fouled (3) and signals the next down. If the penalty results in a first down, the referee signals that team A has been awarded a new series (4); if not, the referee signals the next down. In the example, the penalty has given team A sufficient yardage for a first down. If the previous play ended inbounds, the referee blows his whistle and simultaneously gives the start-the-clock signal (5). If the previous play was an incomplete forward pass or if the play ended out of bounds, the referee gives the ready-for-play while simultaneously blowing his whistle (6).

Penalties for dead-ball fouls are rarely declined because the yardage is "free." However, on those rare occasions when a dead-ball foul is declined, the referee must indicate the declination after indicating which team fouled.

In PlayPic F, team K is ready to attempt a try but team R has been called for encroachment. Team K declines the penalty because its kicker is more comfortable kicking from the present distance. The referee gives the signals for dead-ball foul (1) and encroachment (2). He indicates which team has fouled (3), followed by the declination (4). The referee then gives the ready-for-play while simultaneously blowing his whistle (5).



























# NFHS OFFICIAL FOOTBALL SIGNALS

<p>1 <b>Ball ready for play</b> *Untimed down</p> 	<p>2 <b>Start clock</b></p> 	<p>3 <b>Time-out</b> Discretionary or injury time-out (followed by tapping hands on chest)</p> 		
<p>4 <b>TV/radio time-out</b></p> 	<p>5 <b>Touchdown, Field goal, Point(s) after touchdown</b></p> 	<p>6 <b>Safety</b></p> 	<p>7 <b>Dead ball foul, Touchback</b> (move side to side)</p> 	
<p>8 <b>First down</b></p> 	<p>9 <b>Loss of down</b></p> 	<p>10 <b>Incomplete forward pass</b> Penalty declined No play, no score Toss option deferred</p> 	<p>11 <b>Legal touching of forward pass or scrimmage kick</b></p> 	<p>12 <b>Inadvertent whistle</b></p> 
<p>13 <b>Disregard flag</b></p> 	<p>14 <b>End of period</b></p> 	<p>15 <b>Sideline warning</b></p> 	<p>16 <b>First touching</b> Illegal touching</p> 	<p>17 <b>Reset play clock to 25 seconds</b> (Use both hands to have play clock reset to 40 seconds)</p> 
<p>18 <b>Encroachment</b></p> 	<p>19 <b>False start</b> Illegal formation Free kick infraction</p> 	<p>20 <b>Illegal shift</b> (2 hands) Illegal motion (1 hand)</p> 	<p>21 <b>Delay of game</b></p> 	<p>22 <b>Substitution infraction</b></p> 





# NFHS OFFICIAL FOOTBALL SIGNALS

23 Disconcerting act 	24 Illegal helmet contact Targeting 	25 Illegal horse-collar tackle 	26 Illegal blindside block 	27 Unsportsmanlike conduct Noncontact foul 
28 Illegal participation 	29 Sideline interference (Face press box) 	30 Running into or Roughing kicker or holder 	31 Illegal batting/kicking (Followed by pointing toward toe for kicking) 	32 Invalid fair catch Illegal fair catch signal 
33 Forward pass interference Kick catching interference 	34 Roughing passer 	36 Illegal pass/forward handing (Face press box) 	36 Intentional grounding 	37 Ineligible downfield on pass 
38 Personal foul 	39 Clipping 	40 Blocking below waist 	41 Chop block 	42 Holding/obstruction Illegal use of hands/arms 
43 Illegal block 	44 Helping runner Interlocked blocking 	45 Grasping face mask or helmet opening 	46 Tripping 	47 Disqualification 

## SNAP LOCATION AFTER KICK OR PENALTY

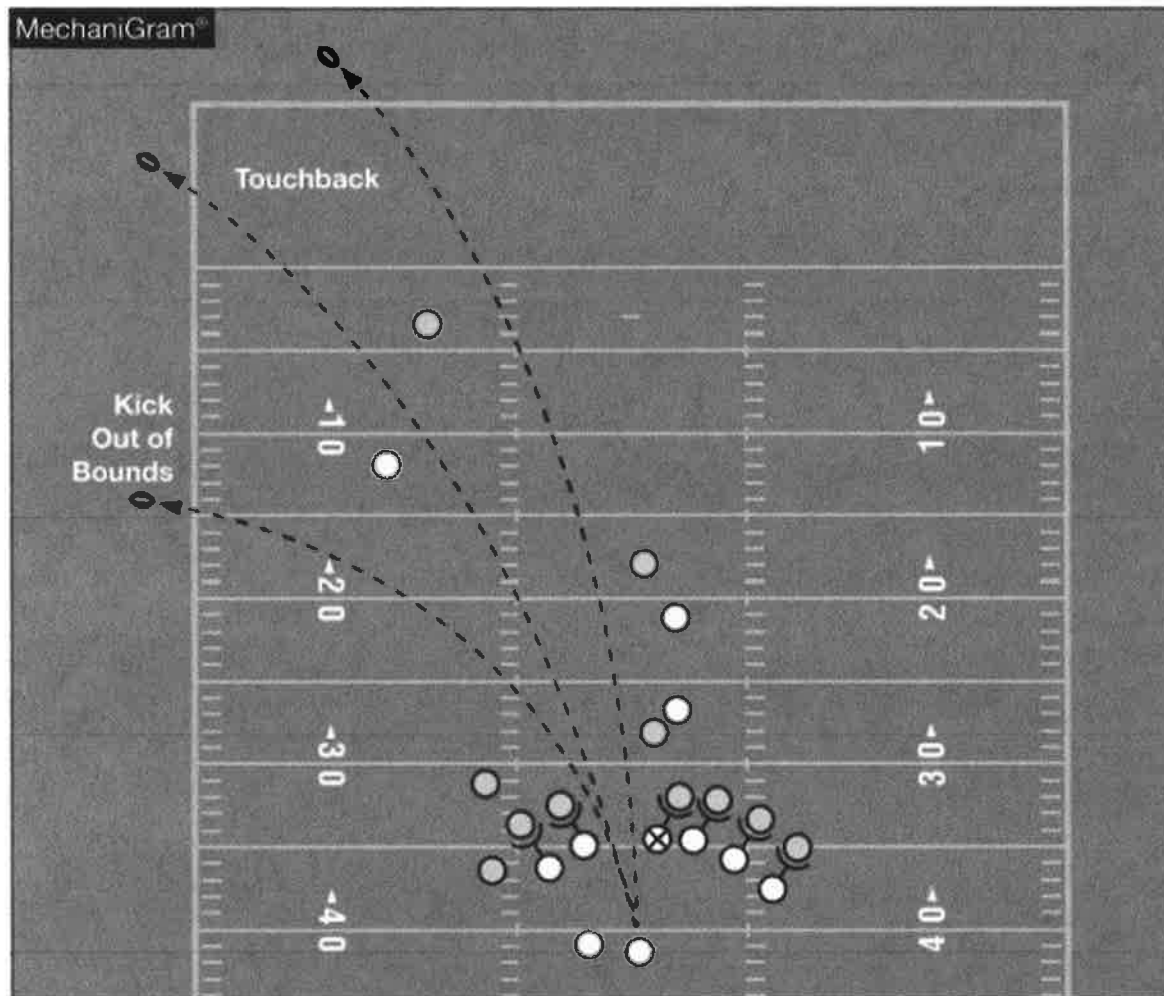
Rate it ☆☆☆☆☆ -

When a punt goes out of bounds across a sideline, team R has no choice when it comes to the location of the next snap. The ball will be snapped from the nearest hashmark just as if the ball was carried out of bounds by a runner. In the MechaniGram below, team R will snap from the hashmark closest to the sideline on its own 15 yardline. The ball may not be placed in the middle of the field (or anywhere else for that matter).

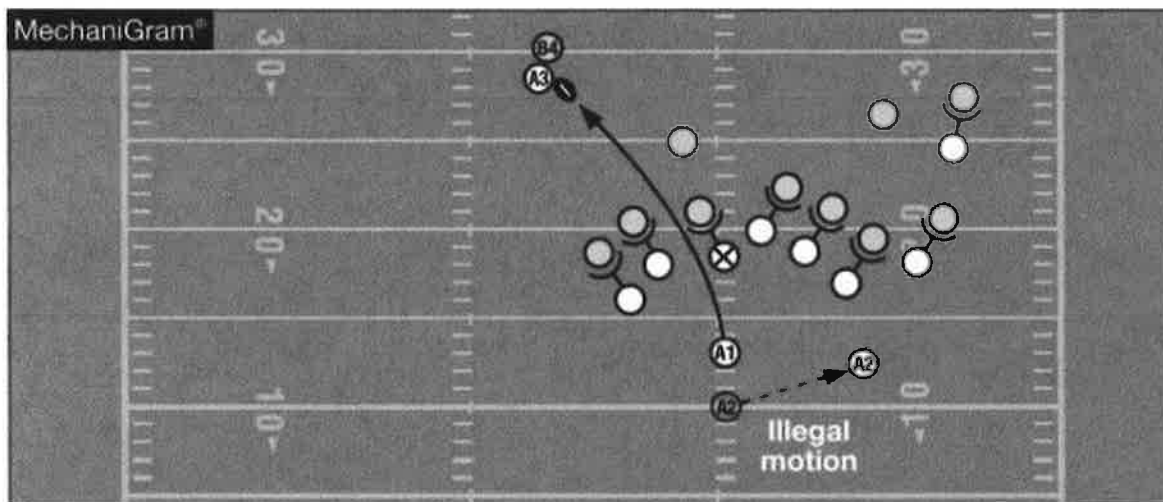
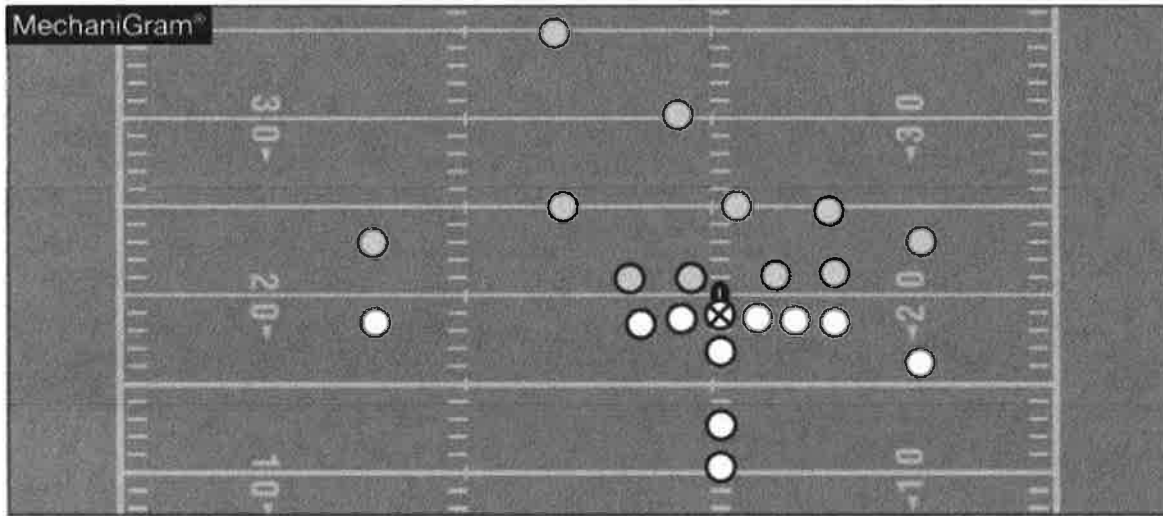
However, when a free kick or punt results in a touchback, team R may choose to snap from anywhere between the hashes. Although most teams won't argue if the ball is placed in the center of the field, understand it is not a requirement.

Before the ready-for-play signal, the team that will next snap may designate the spot from which the ball is put in play anywhere between the hashmarks for a try or kickoff, following a safety or touchback, or for the start of each overtime series. The privilege may be repeated if the down is replayed or a dead-ball foul occurs, or following a made or awarded fair catch.

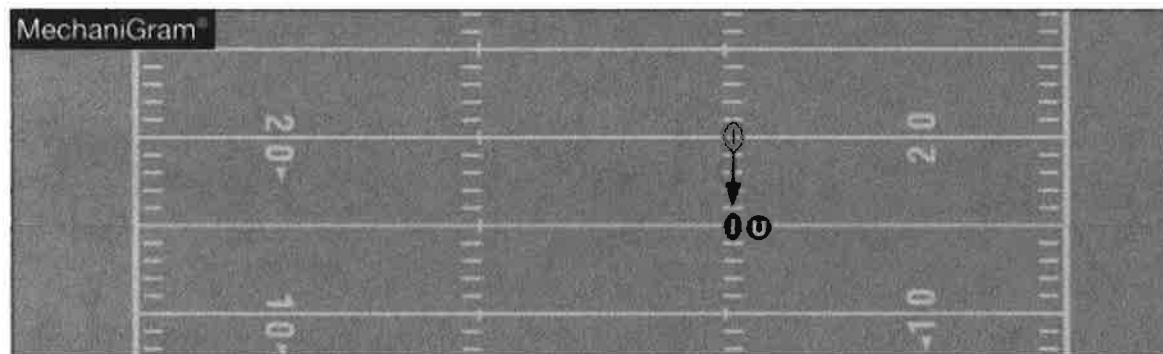
A free kick out of bounds is subject to being placed 25 yards from the previous spot or five yards from the out-of-bounds spot, but still on the nearest hashmark.



**PREVIOUS SPOT MEANS PREVIOUS SPOT**



When a penalty has previous-spot enforcement, it not only means the yardline from which the ball was last snapped or free kicked. The penalty must be enforced with consideration to the lateral position of the ball as well. In the top MechaniGram, team A is snapping from the hashmark on its own 20 yardline. In the MechaniGram above, A2 is flagged for illegal motion as A1 completes a pass to A3 closer to the opposite hash. A3 is immediately tackled by B4.

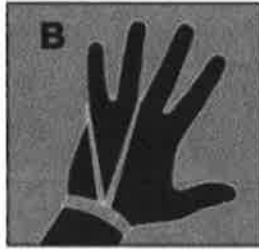


When team B accepts the penalty, the umpire must return to the exact place from which the play started — that is, the same hashmark on team A's 20 yardline.

### UMPIRE'S DOWN INDICATORS



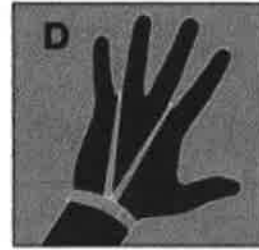
**Little finger means left hash.**



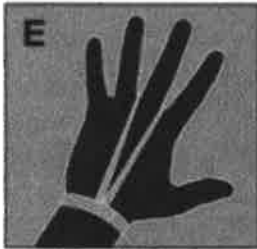
**Little finger and ring finger means between left hash and left upright.**



**Ring finger means left upright.**



**Ring finger and middle finger means between left hash and left upright.**



**Middle finger means middle of field.**



**Middle finger and index finger means between right upright and right hash.**



**Index finger means right upright.**



**Index finger and thumb means between right upright and right hash.**



**Thumb means right hash.**

Umpires should wear two down indicators on their hands. One can be used to keep track of the down, the other to help remember the spot of the previous snap. See PlayPics A through I.

# THE HALO PRINCIPLE

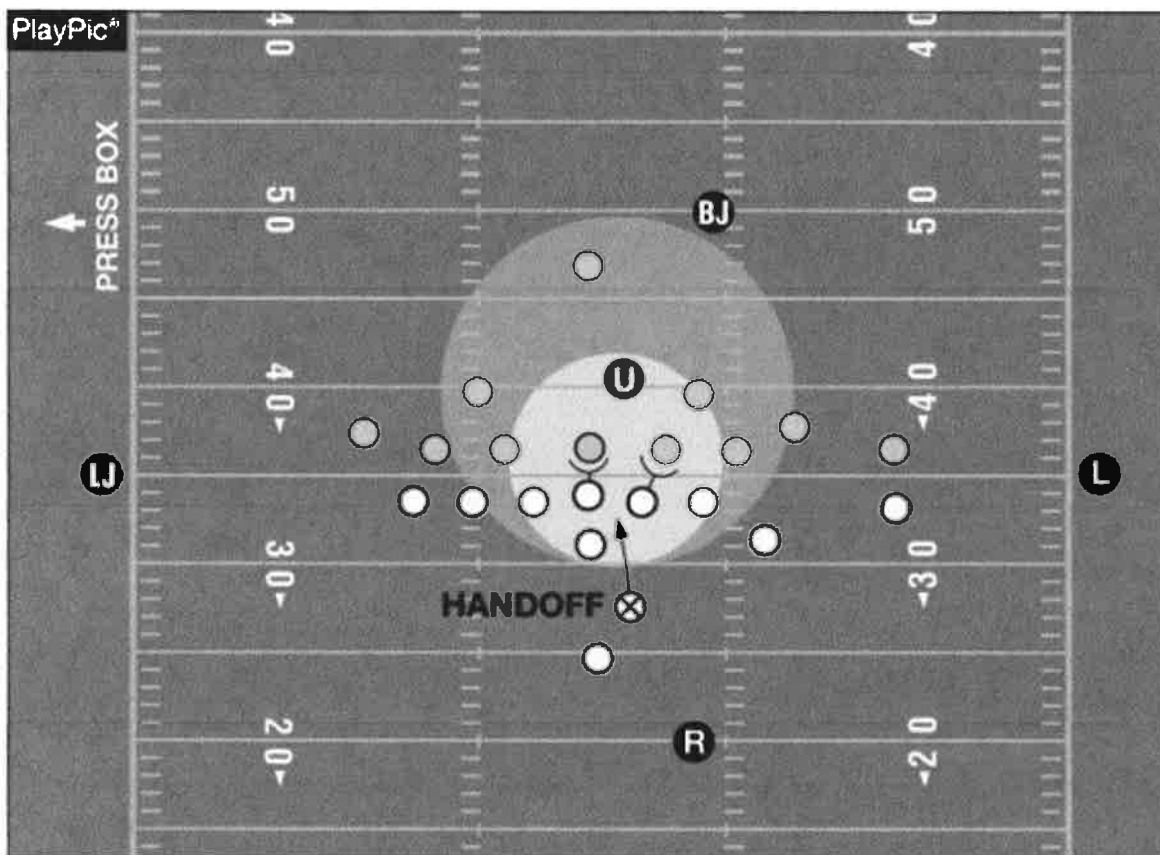
Rate it  -

The halo principle is designed to not only provide coverage when the ball is in those areas, but to ensure that all 22 players are observed on every play.

When a player is in possession of the ball (or the ball is loose on the ground, such as a rolling punt or a fumble), the halo surrounding the ball and all players in around it is called the main halo. There is no hard-and-fast definition for the size of halos; use two to five yards as an average. The official nearest the main halo is responsible for the actions of players within the halo. The remaining officials are responsible for the secondary halos, which surround the players in their area.

The concept is illustrated in the MechaniGram, which depicts a running play up the middle. The umpire observes the main halo (light gray shading), around the runner. The wing officials and back judge (five-man crew) observe the secondary halo (darker gray shading), looking for holding, illegal blocks and other fouls. The halos shift in depth, width and location as the runner advances and varies his direction left or right.

When the quarterback takes the snap and spins to hand the ball to the halfback, the quarterback, the halfback and any other team A players in the vicinity (possibly the fullback, a pulling lineman or a receiver who was in motion) are inside the main halo, which is observed by the referee. But once the play moves into and beyond the line of scrimmage, the referee should no longer be watching the ballcarrier; he should instead be observing what happens to the quarterback, those other team A players mentioned above and perhaps any team B players who have broken through the line. The main halo becomes the responsibility of the appropriate wing official (or the umpire if the run is up the middle).



When the runner has moved beyond the line of scrimmage, all halos shift. That's the turning point, the pivotal factor in coverage. The appropriate wing official should take the secondary halo in front of the

runner, 15 or 20 yards ahead of the runner. The scope of the wing's observation can be extremely wide, because all the action is directly in front of him.

As the runner advances, the main halo moves with him and other members of the crew have to make a sudden shift of focus. The back judge in a crew of five must be prepared to sweep past the sidelines to assist in direct coverage if the runner should wind up out of bounds. When the runner goes beyond the sideline, the back judge must follow him.

When a punt flies overhead, the umpire will be in the midst of players streaming downfield and will actually be inside the secondary halo described earlier (the secondary circle in front of the receiver's immediate perimeter). The umpire should watch the players who are trying to get into position to make the tackle and the opponents who are blocking them.

Some punters choose not to try to become involved in the pursuit and simply admire their punt as it flies downfield. If the referee is also looking at the ball far downfield, he could fail to see an unnecessary and illegal block on the punter. Even if the punter is no longer covered by roughing the kicker rules, an opponent should not get a free shot at punishing a player who is not moving to participate in the play.



# FUMBLES

Rate it ☆☆☆☆☆ -

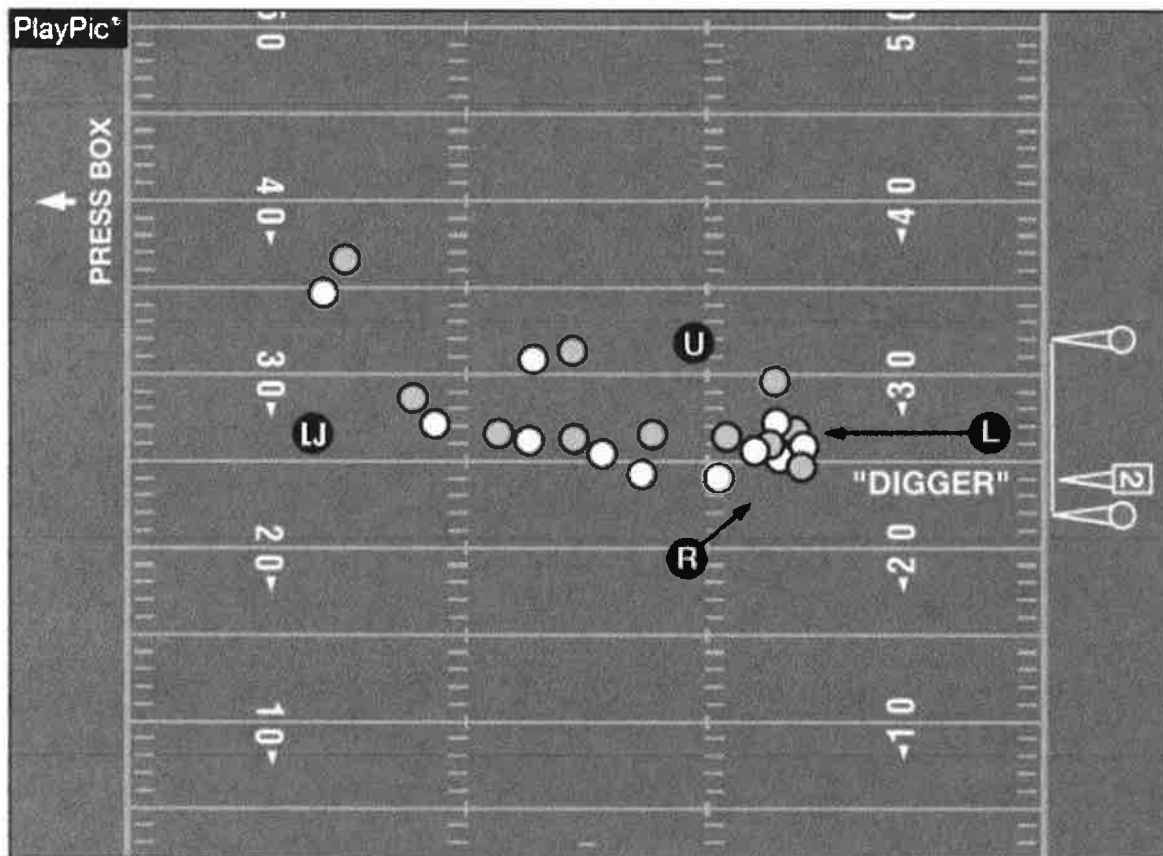
Officials have specific duties when a pile forms on top of a fumble. The ball will be spotted and the process will be much simpler if each crew member does his job.

When an official sees a fumble, he must drop a beanbag at the yardline at which the ball was fumbled (the spot may be used for penalty enforcement if a foul occurs while the ball is loose). He must also continue officiating.

If the covering official sees a player recover the fumble from a prone position, he should blow the play dead. If the defense recovers, the stop-the-clock signal is given, followed by a point in the direction of the recovering team. If the offense recovers, the covering official should only signal the next down (unless a first down was achieved; in that case, the stop-the-clock signal is given, followed by a point in the direction of the recovering team).

If a fumble results in players from both team forming a pile that prevents the covering official from determining possession, the ball must be "dug out" of the pile. The official closest to the pile becomes the "digger," the official responsible for unpling the players and determining who has recovered the fumble. The official nearest the digger signals the clock to stop and looks at the clock to be sure it is stopped. The remaining nearby officials echo the signal.

Assuming the pile consists of four or more players, the digger begins by getting the players on top of the pile to get up. One method is to tap those players and say, "You're out," or "You don't have it; get up." Pay attention when you get close to the pile; you don't want a mouthful of helmet. The digger can't be shy about getting dirty. The ball is somewhere on the ground; the digger should be, too.



If the players are slow to unpile, another official can approach the pile and assist the digger; the remaining officials should practice dead-ball officiating and observe the players not on the pile.

Another digger's trick is to grasp the arm of the player who is clearly in possession of the ball at the bottom of the pile. By saying, "I've got the ball; everyone off the pile," the digger can ensure the proper team is awarded possession while getting the players to disperse.

If the digger can clearly see the ball or is certain he knows which player has covered it, he verbally relays that information to the referee. If team A has recovered, the referee announces the next down and restarts the clock (or signals the first down if team A has achieved a first down). If team B has recovered, the referee alone signals the change of possession.

The digger can help statisticians and spectators by pointing to or otherwise identifying the player who recovered the fumble once the pile has dispersed.

When a fumble is recovered between two officials and the pile consists of four or fewer players, there is usually no need for a digger. The officials should make eye contact and confirm what they've seen (e.g. "I've got red ball." "So do I."). If they agree, both give the proper signals. If they don't agree, one must serve as the digger.

Anytime the referee is in the area of the pile, the recovery information should be verbally relayed to the referee. The referee alone then signals.



# USE OF THE BEANBAG

Rate it ☆☆☆☆☆ -

The beanbag is used to mark spots, other than the spot of a foul, which may later be needed as a reference point.

It is not necessary to drop a beanbag at the spot a player intercepts a pass. Unlike the spot of a fumble, that spot has no bearing on penalty enforcement. The beanbag should be dropped on the correct spot and not thrown; however that won't always be practical. If the spot is in a side zone, then only the correct yardline is needed because any penalty enforcement would bring the ball back to the nearest hashmark. Situations in which the beanbag should be used:

## Fumbles

The spot of the fumble must be marked in the event a penalty occurs and that spot is needed to determine where the run ended. Technically, the spot is required only for fumbles beyond the neutral zone, but many officials bag all fumbles out of habit.

## First Touching

During both free and scrimmage kicks, there are times when it is improper for team K to touch a kick. That is known as "first touching" and it applies only when team K touches the ball when it is not entitled to possession.

On free kicks, if team K touches the ball before the ball crosses team R's free-kick line and before it is touched there by any team R player, the spot must be marked with the beanbag. For a scrimmage kick, the spot must be marked if team K touches the ball in the field of play beyond the line before team R touches it.

The spot must be marked because team R may have the right to take the ball at that spot.

## End of a Scrimmage Kick

If a scrimmage kick ends between the goallines, the covering official must mark the spot with a beanbag. That is in case post-scrimmage kick enforcement (PSK) is needed on a foul.

The back judge (crew of five) should use two different-colored beanbags: one for marking the end of a kick and the other for marking first touching.

## Momentum Exception

When a defensive player intercepts an opponent's forward pass; intercepts or recovers an opponent's fumble or backward pass; or a team R player catches or recovers a scrimmage kick or free kick between his five yardline and the goalline, and his original momentum carries him into the end zone where the ball is declared dead in his team's possession or it goes out of bounds in the end zone, the ball belongs to the team in possession at the spot where the pass or fumble was intercepted or recovered or the kick was caught or recovered.

## Inadvertent Whistles

When an official inadvertently blows his whistle, causing the ball to become dead, the covering official must drop his beanbag at the spot of the ball when the whistle was blown. The down may be replayed or the team in possession at the time the whistle was blown may choose to accept the result of the play.



# CREW OF FOUR

# CREW OF FOUR-CHAPTER 1 - PHILOSOPHY

Rate it ☆☆☆☆☆ -

Movement and compromise are the characteristics of football officiating. Twenty-two players are moving around, competing for space and position; the officials must utilize hustle, angles, distance and planned compromises to observe and control the action.

The challenge for officials in a crew of four is to observe the same number of players and the same amount of territory with one less set of eyes than in a crew of five. That means officials must expand their areas of coverage and utilize teamwork to get the job done.

## Hustle

Hustle is an overused word today.

Everyone knows it's needed to succeed, but what does it really mean when relating it to football officiating? Hustle to cover plays and to get into position is important regardless of how many officials work a game, but it's especially important in a crew of four because the same amount of ground and the same number of players have to be covered by fewer officials.

Significant movement by all officials is critical for proper field coverage.

Hustle gives you a chance. That equates to more running and a wellplaced concern for angles.

## Movements

All officials must work hard at understanding then obtaining proper angles. Your line of sight must provide you with an opportunity to view a developing play or part of a play. You must be able to see completely through the play, which means your vision must be unobstructed by the players directly involved in the play and others near the play.

When the ball is snapped, all 22 players are in motion. An official's angle and distance adjustments are constant as play is in motion. A step or two in the right direction may open up a whole new viewing experience, free from obstruction; a step in the wrong direction will screen you from the critical game action.

Far too often officials who can't (or won't) run well don't move with the flow of the play. They're afraid of getting in the way and aren't confident they can move quickly enough to avoid players and get good angles. The game suffers because coverage suffers. A good wing official, for instance, flows downfield with the play when a runner is in his coverage area and moves toward the center of the field to watch the players behind the play when the run is on the opposite sideline.

Why such an emphasis on movement?

Movement allows the non-covering officials to watch players away from the ball, the critical component to combating physical play. When a wing official moves off the sideline, he can watch the areas behind the run, where rough play often occurs.

The covering wing official also moves along the sideline to improve angles. There's usually at least three and sometimes six or seven players around the ball, either trying to throw blocks or attempting to make the tackle. Movement is critical to watching action around the ball. It's also paramount to game control.

Proper movements when the play is over are also important. Because the ball is live for only a few seconds every play, there's a tendency to think about spotting the ball for the next play and forgetting about the players. If officials ignore postplay action, players get physical with each other and game control suffers. All officials must observe player action after the ball has been whistled dead.

## Field Coverage

Proper coverage is enhanced by good eye contact and a “feel” for where your crewmates are looking. You must learn about all aspects of football officiating to know who is covering what. Once you’ve mastered that, practical onfield application develops through communication, including eye contact and understanding. At the risk of being obvious, you’ve got to know exactly what both you and your crewmates are expected to do in specific situations — then effectively communicate with your crewmates — to truly master football officiating. When you understand why angles and distance are important and how and when to obtain them, you’ll find yourself in great position throughout each game.

## **13 Things That Will Make You a Better Official**

1. Love Yourself
2. Be Ambitious in Your Own Way
3. Don't Crumble Under Pressure
4. Be a Person of Your Word
5. Learn to Control Your Anger & Your Jealousy
6. Hold Yourself Accountable
7. Give Respect & Expect Respect in Return
8. Love Others Without Judgement
9. Always Be Yourself
10. Speak With Good Purpose
11. Take the Lead in Situations
12. Be the Person People Look Up To
13. Be Official

# Presentation Notes

As your classmate (or a group) presents, take your notes here:

<b>Presenter:</b>	
<b>Topic:</b>	
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# CREW OF FOUR-CHAPTER 2 - KEYS

Rate it ☆☆☆☆☆ -

- **BALANCED FORMATION**
- **TRIPS TO LINE JUDGE'S SIDE**
- **MOTION CHANGES FORMATION FROM UNBALANCED TO BALANCED**
- **REFEREE AND UMPIRE KEYS**

Football officials have a kind of telepathy to help them determine what's going to happen before it occurs. Those hints are called keys.

There are two basic types of keys: call them "situational" and "positional" keys.

## Situational Keys

Situational keys are partially based on the down, distance, score, time remaining, offensive and defensive formations and actions of players at the snap. For example, it's third down and 11. Team A trails by two points with 1:37 to play in the fourth quarter and has the ball on its own 44 yardline. Going without a huddle, team A lines up in a shotgun formation with three receivers on the right side of the formation. All of that adds up to a pass. That hunch is confirmed when, at the snap, the offensive linemen drop back to pass block, the quarterback retreats into the pocket and the receivers run pass patterns rather than block team B's linebackers and defensive backs.

In addition to down, distance and other game factors, offensive and defensive formations provide hints as to what type of play an official can expect in a given situation. Most teams using the wishbone formation, for instance, are predominantly running teams. Teams using four-receiver sets and shotgun formations pass more times than not.

Linemen provide situational keys.

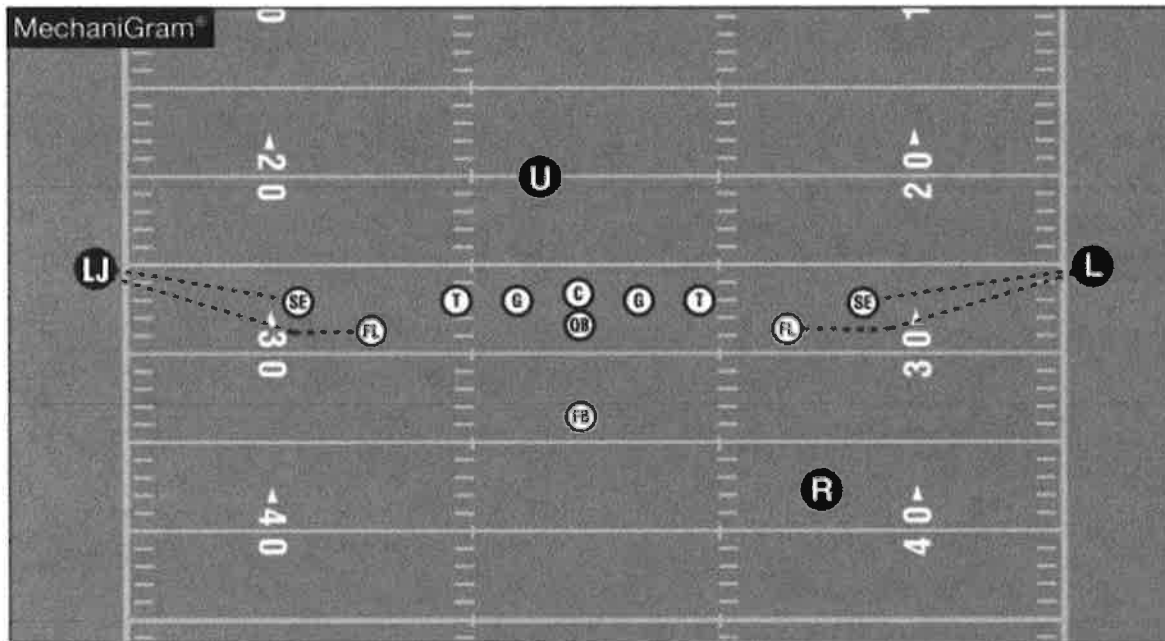
Pulling linemen indicate a sweep or trap block. Retreating linemen indicate a pass. Charging linemen indicate a running play. When offensive linemen provide only passive resistance, allowing defensive linemen to penetrate the neutral zone, a screen pass often follows.

## Positional Keys

Simply stated, the wing officials key on the eligible receivers who line up on their sides of the field. When there is more than one eligible receiver on a particular side, the primary key is the eligible receiver on the end of the line of scrimmage (the tight end or split end). Any flanker, slot back or motion man is a secondary key.

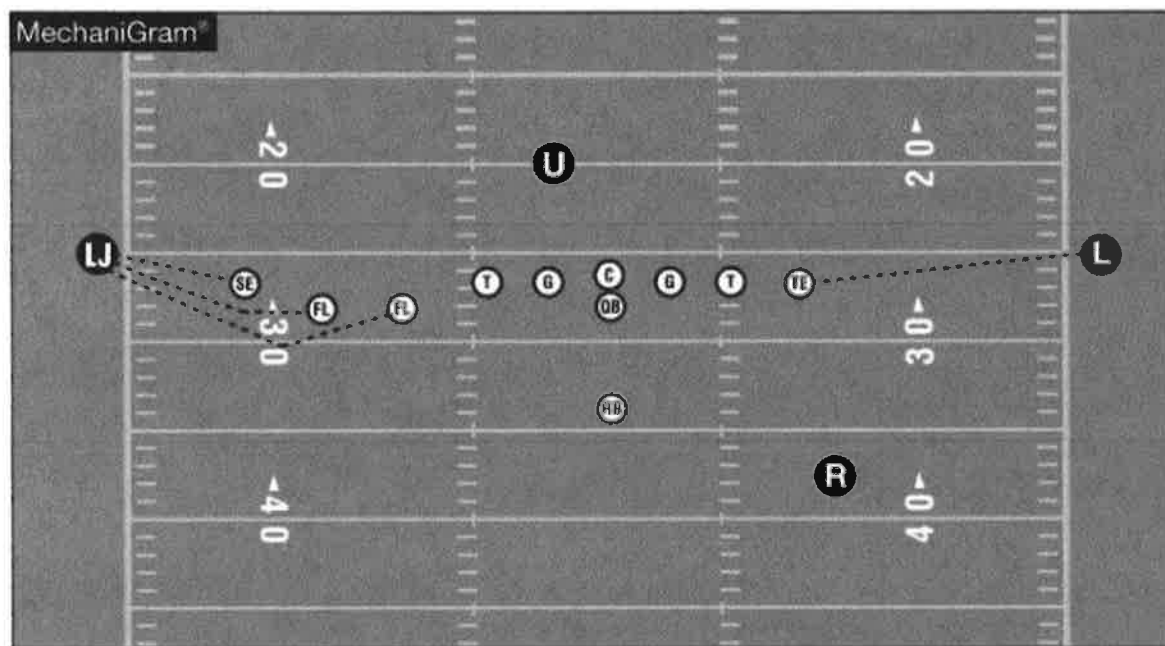
Motion Legality of motion is always the responsibility of the official away from whom the player is moving. In other words, if the motion man is moving toward the linesman, the line judge is responsible for observing the motion man. If the player doubles back toward his original position, the official initially responsible remains responsible. Responsibility for observing the actions of key players after the snap changes when the players enter another official's coverage area. The motion man is a secondary key for the wing official.

## BALANCED FORMATION



In this balanced formation, there are two receivers outside of the tackles on either side of the formation. The wing officials' main key is the widest receiver (in this case, the split end); the flankers are secondary keys.

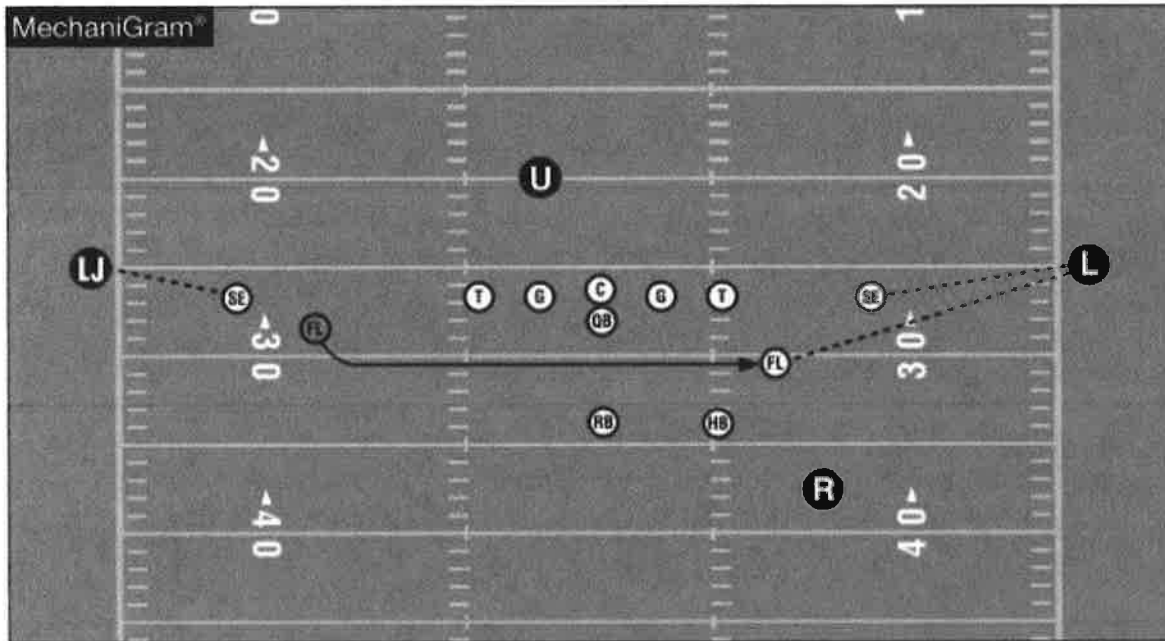
### TRIPS TO LINE JUDGE'S SIDE



The wing official on the strong side keys on the strong side widest receiver (in this case the split end) and the two inside receivers are secondary keys. The weak side wing keys on the tight end. If another receiver motions or sets to his side, the widest receiver becomes the key.

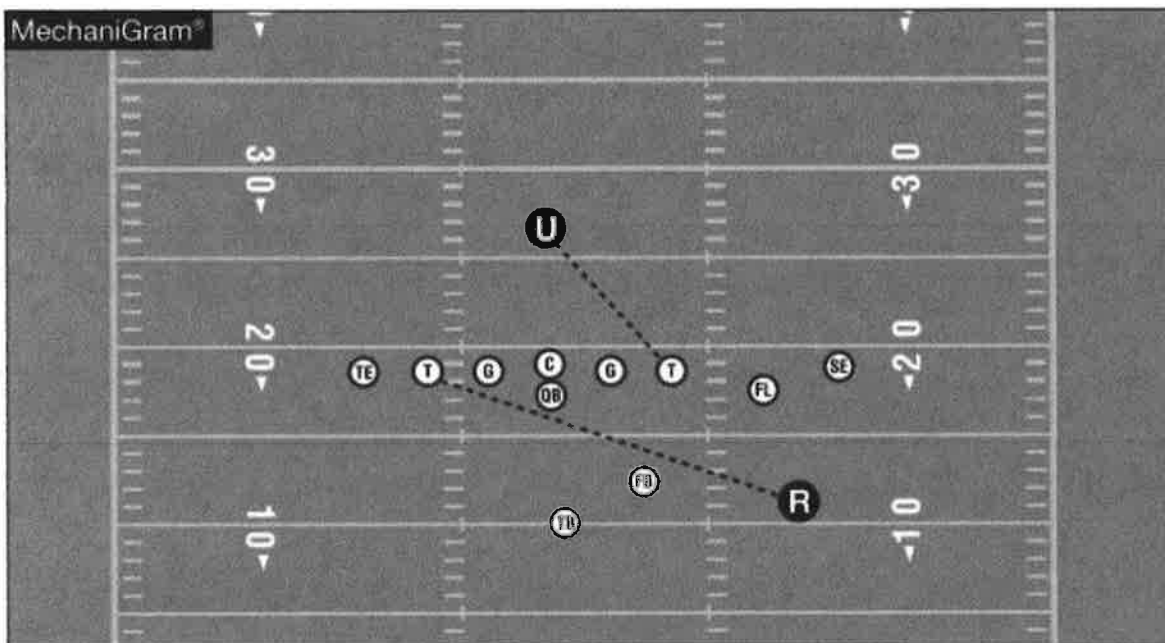
### MOTION CHANGES FORMATION FROM UNBALANCED TO BALANCED





Strength was to the line judge's side, but motion changed the strength of the formation to the linesman's side. However, the line judge observes the action of the motion man. Legality of motion is always the responsibility of the official away from whom the player is moving. The split end is the line judge's key. The flanker and the split end are the linesman's keys.

#### REFEREE AND UMPIRE KEYS



Regardless of the formation, the referee and umpire key on the opposite-side tackle. In all but the rarest cases, that means the referee keys on the left tackle and the umpire on the right tackle.

# Presentation Notes

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# CREW OF FOUR-CHAPTER 3 - BEFORE AND AFTER THE SNAP

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Rate it ☆☆☆☆☆ -

The referee is responsible for observing the huddle to ensure team A is not violating substitution rules, identifying eligible receivers in the backfield, observing shifts and watching for false starts and other pre-snap violations by the offense. He also counts team A on scrimmage downs and team R on free kicks. The referee keeps track of the 25-second count. When a 40/25 second play clock is not used, the referee should use a visible count (upward movement of the arm) to warn team A if 20 seconds have elapsed and the ball has not been snapped.

The umpire is responsible for ensuring that team A has five players numbered 50 to 79 on the offensive line. The umpire should listen for defenders interfering with the offense's snap count, observe the snapper for snap infractions and observe the guards for false starts. He also counts team A on scrimmage downs and team R on free kicks.

Before the snap, the wing officials identify the eligible receivers on their side of the field, assist the referee in monitoring substitutions, count to ensure team A has no more than four players in the backfield and assist the umpire in checking the legality of uniform numbers of offensive linemen and receivers. If the receiver nearest the official is in the offensive backfield, the wing uses the extended arm signal to alert the opposite wing. The wings count team B players on scrimmage downs and team K players on free kicks.

## Forward Progress

The wing officials are primarily responsible for forward progress. Progress should be indicated by using the downfield foot. Keep your head up and observe players while marking a spot. Do not go around or jump over players to mark progress. Move into the field until you approach players, then stop.

If a spot is close to the line to gain, the spotting official must come all the way to the spot where the play ended. Wait for players to clear your path and then continue to spot the ball.

The primary official responsible for determining the forward progress spot is the official who can actually see the ball when the play is declared dead — not based on what side of the field the play ends — usually from hashmark to hashmark.

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## CREW OF FOUR-CHAPTER 4 - COIN TOSS

Rate it ☆☆☆☆☆ -

The coin toss is normally conducted in the center of the field three minutes before the game. The state association may prescribe alternative procedures. The toss may be held at an earlier time off the field if both coaches agree. In such a case the results may be simulated in the center of the field three minutes before the game.

The umpire goes to the sideline with the line-to-gain equipment and the referee to the opposite sideline. The speaking captains (those who will give options for their teams) should be positioned so they are closest to the referee when the group meets in the center of the field. The umpire and referee meet the captains at their respective sidelines and escort them to the middle of the field, positioned so their backs are to their own sidelines. The referee may either face the scoreboard or have his back to it during the toss.

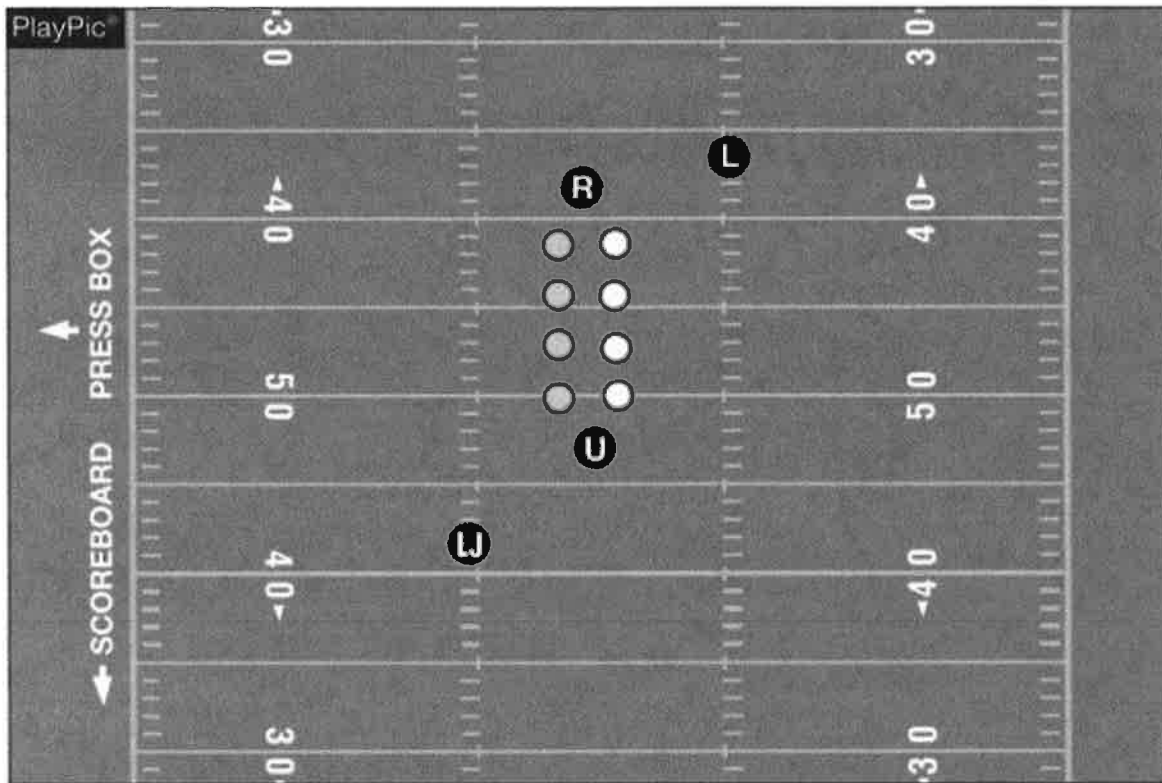
When they reach the center of the field, the referee and umpire will be across from each other. The linesman remains on the hashmark on the side of the field with the chains; the line judge assumes a similar position on the opposite side.

Players who are not involved in the toss should be kept out of the area between the top of the numbers on both sides of the field. The captains are asked to introduce themselves to each other.

The referee should allow all captains to view both sides of the coin, identifying which side is heads and which is tails. The visiting captain is instructed to call heads or tails before the coin is flipped. The umpire repeats the choice loudly enough for all to hear. The coin will be caught by the referee and turned or not turned over. If the coin is dropped, the toss should be repeated. The referee may choose to have the coin hit the ground.

Once the winner is determined, the winner is offered his choice: defer, receive, choose a goal to defend or kick. If the choice is to defer, the referee immediately faces the pressbox, taps the shoulder of the deferring captain and signals the declination. The remaining choices are then presented to the other captain and the final selection is made by the deferring captain. If the winner of the coin toss does not defer, no signal is immediately given.

When the final selections are made, the captains are asked to put their backs to the goalline their team will defend and the referee gives the appropriate signal. If the choice is to kick or receive, only the first selection is signaled. If the choice is to defend a goal, two signals are given: pointing both arms toward the goalline being defended, followed by the appropriate signal for the other captain.



If at any time during the toss the referee errs or gives incorrect information (for instance, giving the wrong team an option), the umpire should speak up immediately.

When the toss is completed, the other officials join the referee and umpire in the center of the field and record the results of the toss. All officials simultaneously move to their kickoff positions.

### Second Half

It is recommended that as the teams are leaving the field at the end of the first half, the linesman and line judge obtain the second-half choices from the respective head coaches. The choices are communicated to the opposing teams when they return to the field before the second half.

Following the mandatory three-minute warm-up period after the halftime intermission expires, both teams assume their respective free-kick formations.

### Overtime Procedure

If overtime is necessary, the officials wait for the three-minute intermission to end. The referee and umpire go to their respective sidelines and once again escort the captains to the center of the field while the other officials assume the same positions as for the pregame toss. The coin toss is repeated with the visiting team again calling it. When the winner is determined, the options are explained. The winner may not defer, but may choose offense, defense or the goal to be used.

When the selections are completed, the captains of the team on offense are asked to face the goalline in the direction their team will advance and the opposing captains stand with their backs to that goalline. The referee then taps the shoulder of the captain of the team that won the toss and gives the first down signal in the appropriate direction.

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## CREW OF FOUR-CHAPTER 5 - TIMEOUTS

Rate it ☆☆☆☆☆ -

- **TIMEOUT WITH BOTH TEAMS AT THE SIDELINES**
- **TIMEOUT WITH ONE OR BOTH COACHES ON THE FIELD**
- **INJURY TIMEOUT**

Any official should grant a valid timeout request and immediately stop the clock if it is running. That official reports the timeout to the referee. The referee indicates the timeout by repeating the stop-the-clock signal and indicating the team being charged the timeout by facing the team and extending both arms shoulder high, giving two "chucks" in that team's direction.

All officials must record the number and team of the player requesting the timeout, the quarter and the time remaining on the game clock. Each official then confirms with the referee the number of timeouts each team has remaining. The linesman and line judge inform the coaches on their respective sidelines of the timeouts remaining.

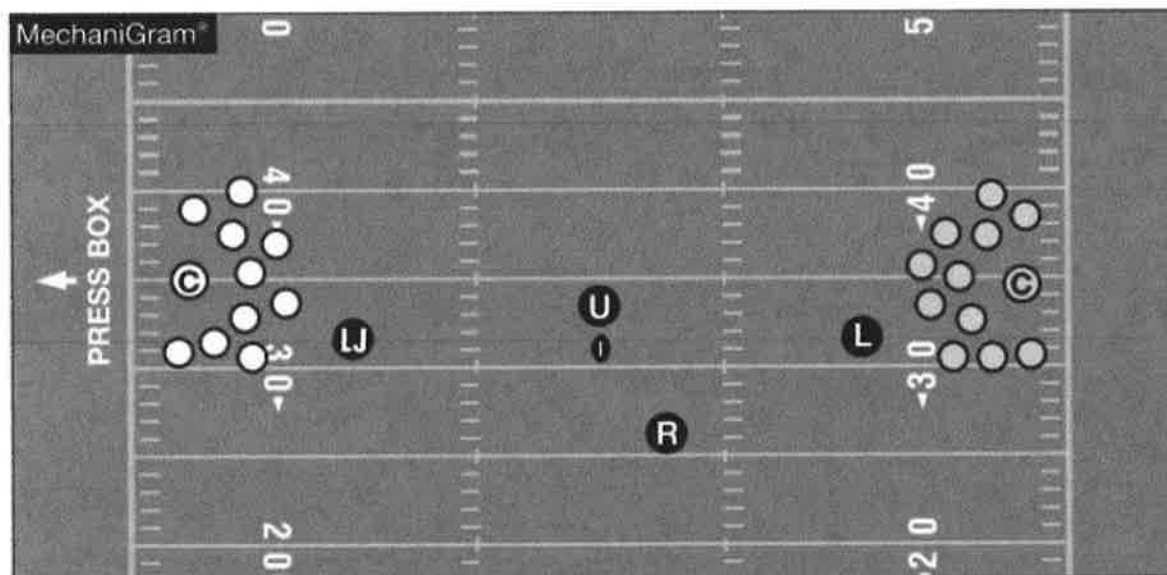
The referee is responsible for timing the timeout. The one-minute count begins when the referee is informed of the timeout. When 45 seconds have expired, the referee informs the linesman and line judge so they can inform their teams. When the minute has expired, the referee whistles the ball ready for play.

The procedure for signaling an official's timeout is the same as for a charged timeout. After stopping the clock, the referee has the option of tapping his chest to indicate it is an official's timeout. Play should resume as quickly as possible.

If the official's timeout is for injury, any team conference must be an "Outside Nine Yard Mark Conference" if approved by the referee.

During timeouts, wing officials are responsible for monitoring conferences near your sideline. Help get players promptly back onto the field.

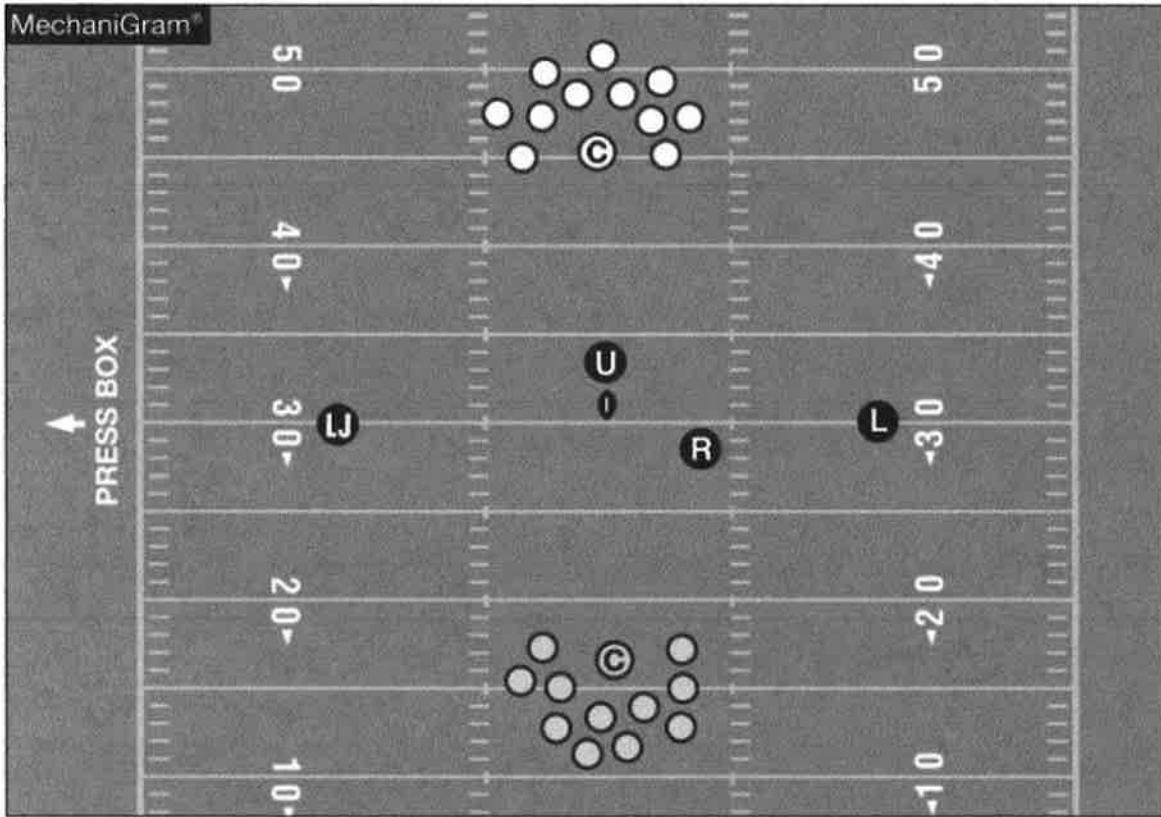
### TIMEOUT WITH BOTH TEAMS AT THE SIDELINES



During the timeout, the referee remains in his position in the offensive backfield, the umpire stands over the ball and the linesman and line judge should take positions midway between the ball and their respective sidelines.

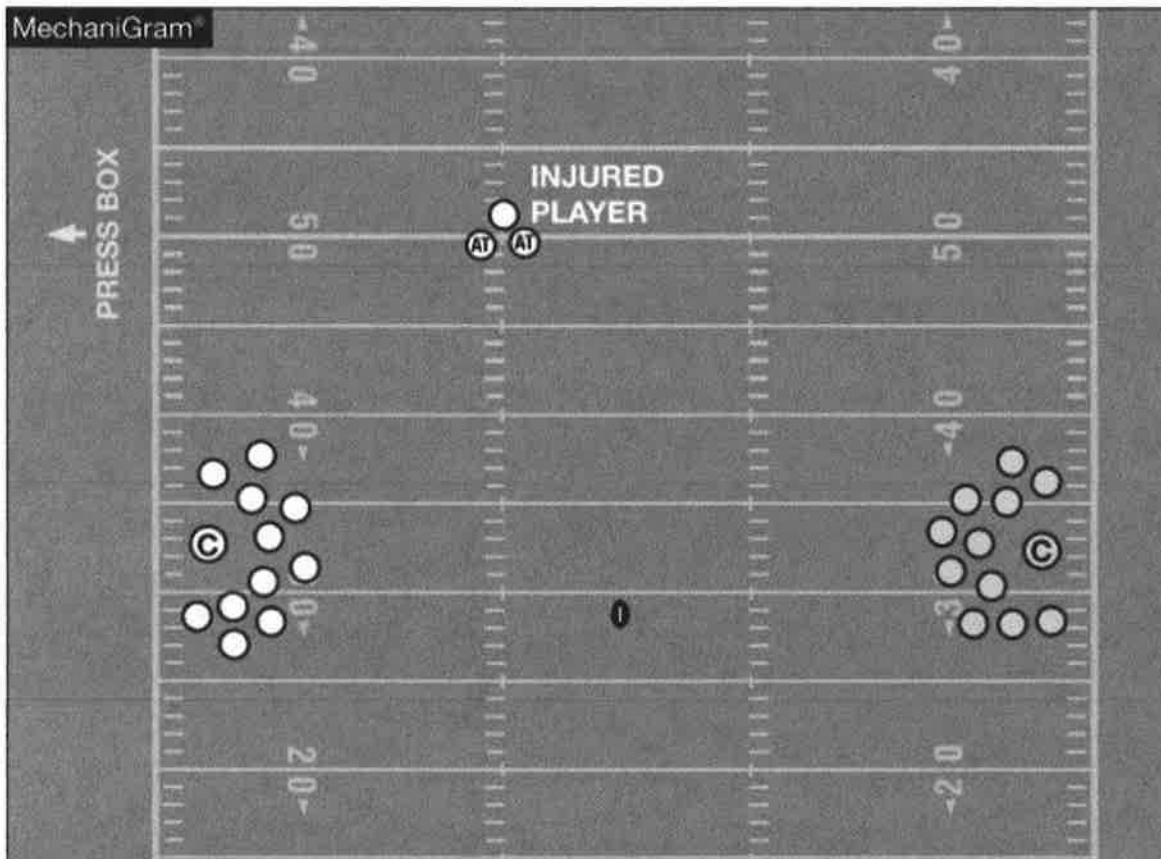
### TIMEOUT WITH ONE OR BOTH COACHES ON THE FIELD





During the timeout, the referee remains in his position in the offensive backfield, the umpire stands over the ball and the linesman and line judge should take positions midway between the ball and their respective sidelines.

### INJURY TIMEOUT



**When an injury occurs and the referee grants an authorized conference, it must be an “outside the nine-yard marks conference.” That conference provides an opportunity for players to get water. If the injured player is between the hashmarks and the numbers, the team whose sideline is affected should move away from the injured player.**

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## CREW OF FOUR-CHAPTER 6 - MEASUREMENTS

Rate it ☆☆☆☆☆ -

- **MEASUREMENT IN A SIDE ZONE**
- **SHORT OF A FIRST DOWN**
- **TEAM AWARDED AT FIRST DOWN**

When the referee calls for a measurement, the linesman should have the box moved behind the lead stake. That is a reference point in case the line to gain should somehow become lost during the process. As the chains are being brought onto the field, the line judge should use his foot to indicate the intersection of the five yardline where the chain is clipped and a line through the ball parallel to the sideline. That is the spot where the linesman will place the clipped part of the chain.



The linesman brings the chain in from the sideline with the chain crew members. Putting one hand on the links on each side of the clip improves the linesman's chances of keeping track of the proper link in case the clip falls off the chain. The clip must be placed on the back edge of the line for the measurement. A good double-check is for the linesman to state that the next down will be first if the ball is beyond the stake or the next down of the series if it is short. (Example: "It will either be first or fourth.") Once the linesman tells the referee he has the chain on the proper mark, the umpire takes the forward stake from the chain crew member, then pulls the stake to ensure the chain is taut. The referee rules whether or not the ball is beyond the front stake.

If the measurement is in a side zone and does not result in a first down, the umpire should keep control of the stake. As seen in the PlayPic on the previous page, the referee uses his hands (or thumb and index finger if the ball is inches short of the front stake) to inform both benches how short the play ended of a first down.

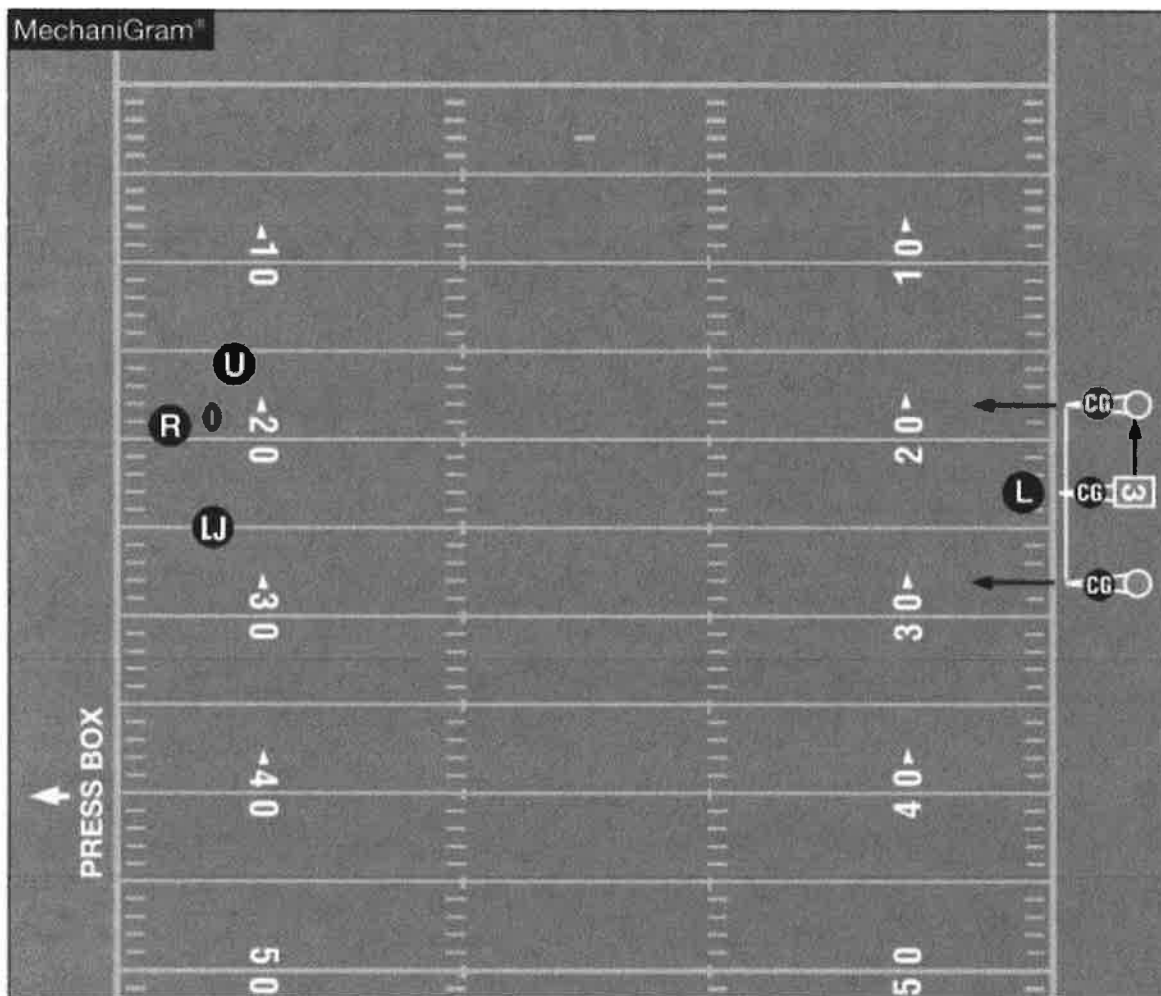
The referee grasps the chain at the link in front of the ball and rises. The referee should grasp the chain with two hands with the link that will be used to place the ball between his hands; that will ensure the proper link is maintained. Referee, umpire, line judge and linesman walk to the nearest hashmark.

If the measurement occurred on fourth down and team A is short, the referee signals the change of possession by giving the first down signal toward team A's goalline. The referee then sets the ball in the same position as it was when it became dead so its foremost point becomes the rear point when the direction is changed. The new rear stake is then moved to the new foremost point of the ball.

If the measurement results in the award of a new series, the referee signals the first down. The linesman need not hold the chain as he accompanies the chain crew back to the sideline, but he must go all the way to the sideline and indicate to the chain crew where the new series will begin.

Whether or not the result is a first down, the referee must wait for the linesman's signal that the chain crew is back in position before giving the ready-for-play signal.

### MEASUREMENT IN A SIDE ZONE



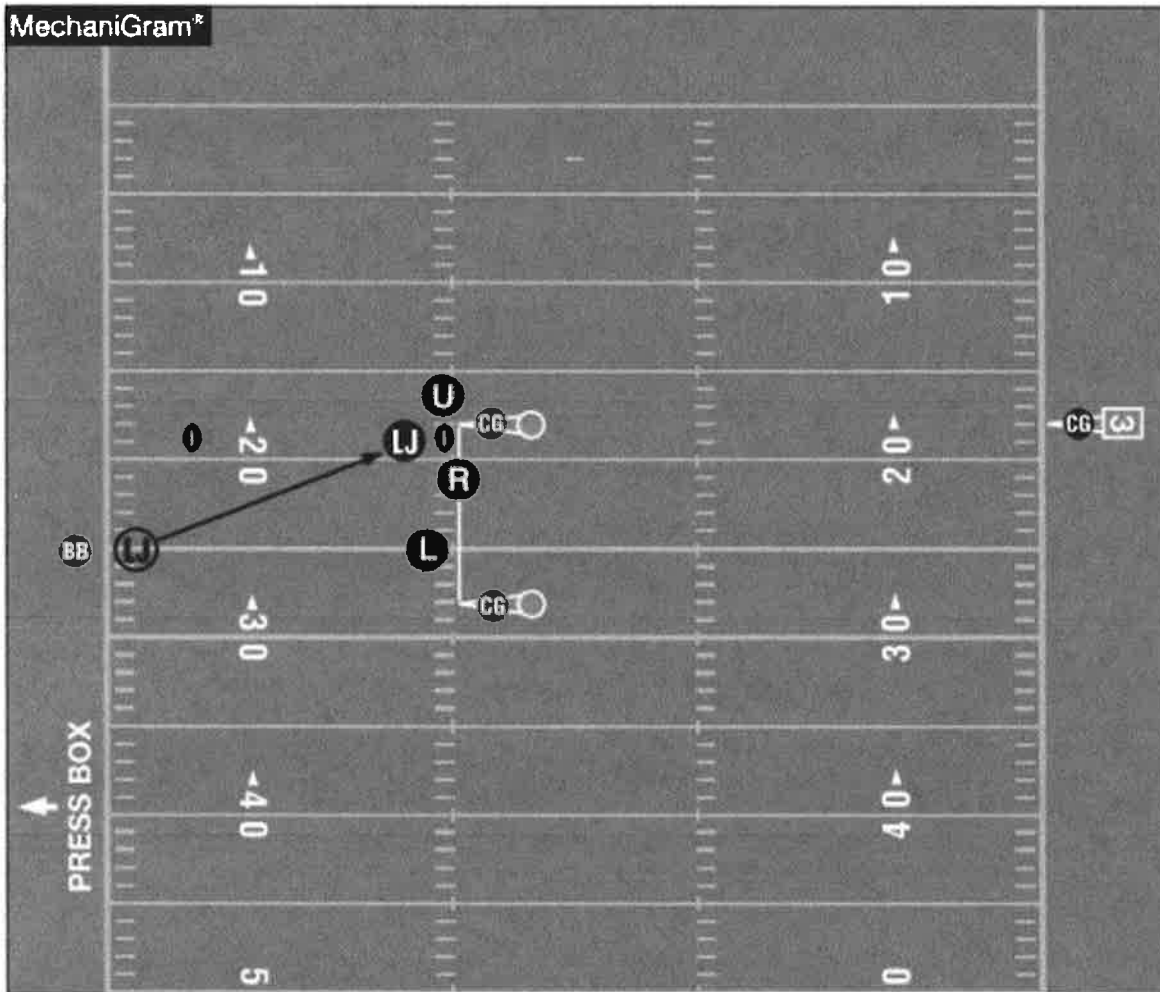
Action on the field: Play ends in side zone close to a first down.

Referee: Stops clock after seeing that measurement is necessary. Waits at spot for arrival of chain gang.

Umpire: Waits at spot for arrival of chain gang.

Linesman: Has box holder move box behind lead stake. Brings chain in from sideline with chain gang members to spot indicated by line judge.





Action on the field: Chains are moved to hashmark for ball placement.

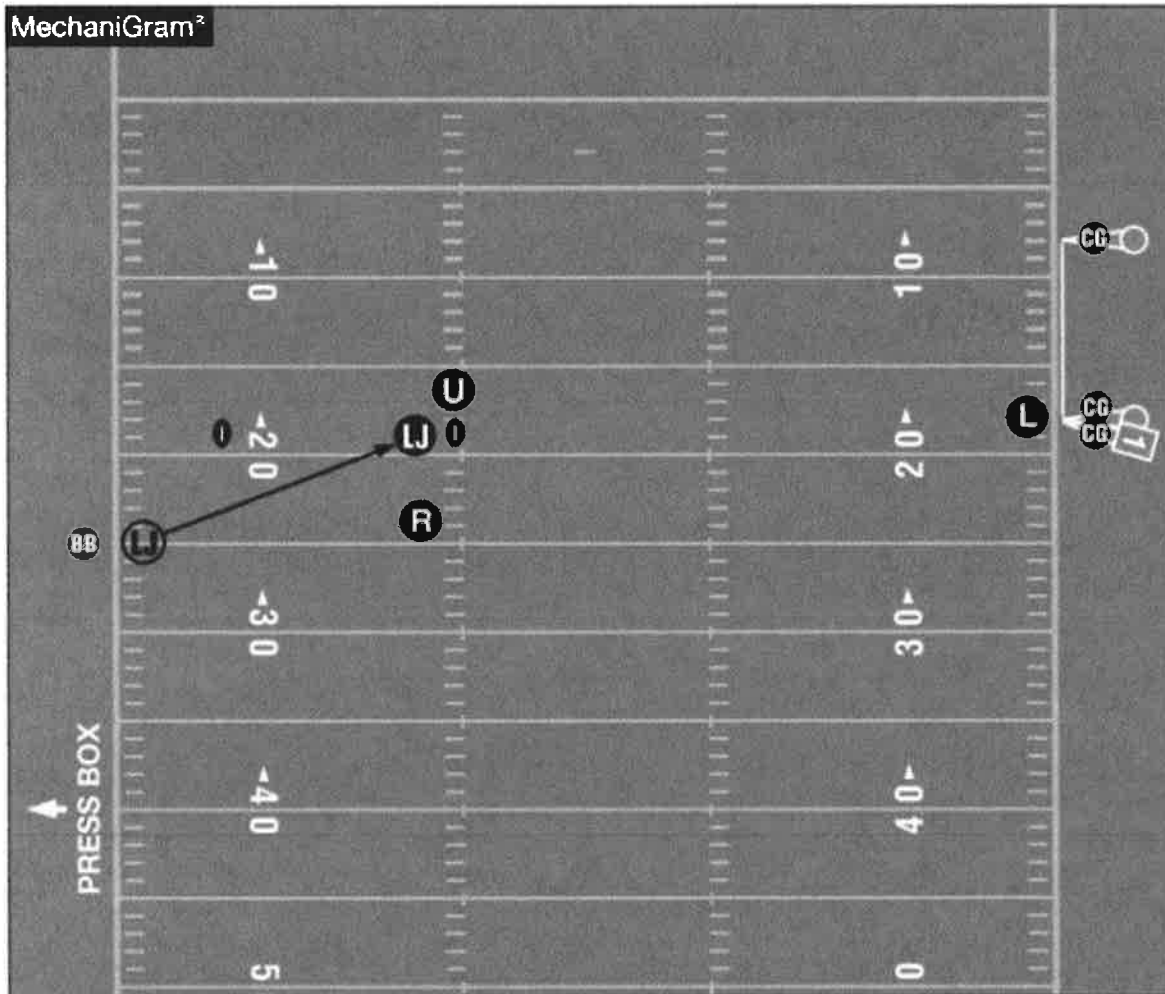
Referee: Grasps chain and rises. Walks to nearest hashmark. Sets chain on ground, maintaining link where ball will be placed. Gets ball from line judge and places it. Waits for linesman's signal that chain gang is back in position and other officials are ready before giving ready-for-play signal.

Umpire: Maintains control of front stake and walks to nearest hashmark.

Linesman: Maintains control of clip and walks to nearest hashmark. Accompanies chain gang back to sideline and sets chains for next down. Signals to referee when chain gang is back in position.

Line judge: Delivers ball to referee for placement.

**TEAM A AWARDED A FIRST DOWN**



Action on the field: Team A is awarded a new series.

Referee: Signals first down. Waits for linesman's signal that chain gang is back in position and other officials are ready before giving ready-for-play signal.

Umpire: Moves to hashmark where ball will next be snapped. Gets ball from line judge and places it.

Linesman: Returns to sideline with chain gang and indicates where new series will begin. Signals to referee when chain gang is back in position.

Line judge: Delivers ball to umpire for placement.



# Presentation Notes

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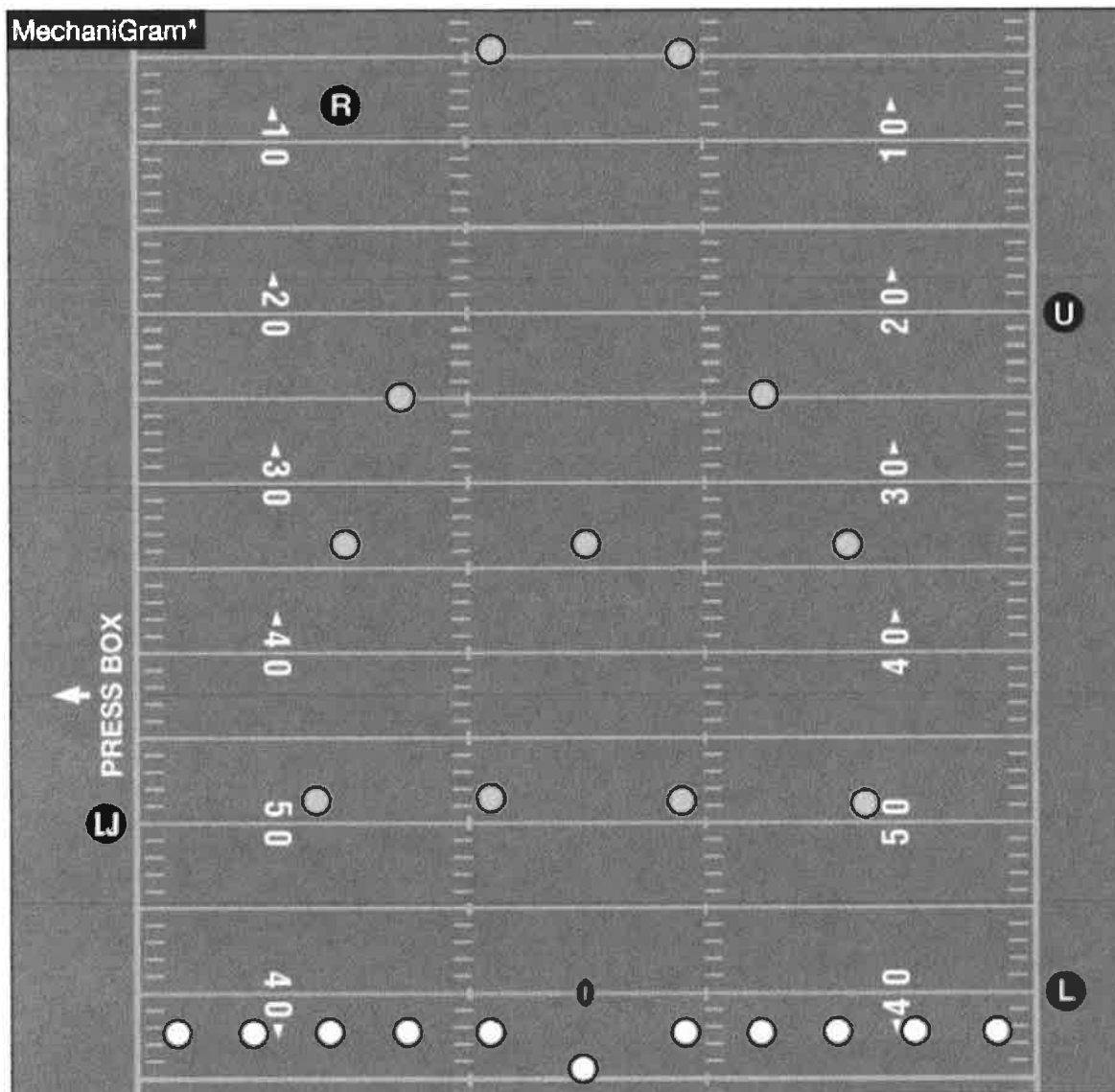
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# CREW OF FOUR-CHAPTER 7 - POSITIONING

Rate it ☆☆☆☆☆ -

- FREE KICK
- ONSIDE KICK
- SCRIMMAGE PLAY
- GOALLINE GOING IN
- GOALLINE COMING OUT
- SCRIMMAGE KICK
- SCORING KICK OUTSIDE TEAM R'S 15 YARDLINE
- SCORING KICK ON OR INSIDE TEAM R'S 15 YARDLINE

## FREE KICK

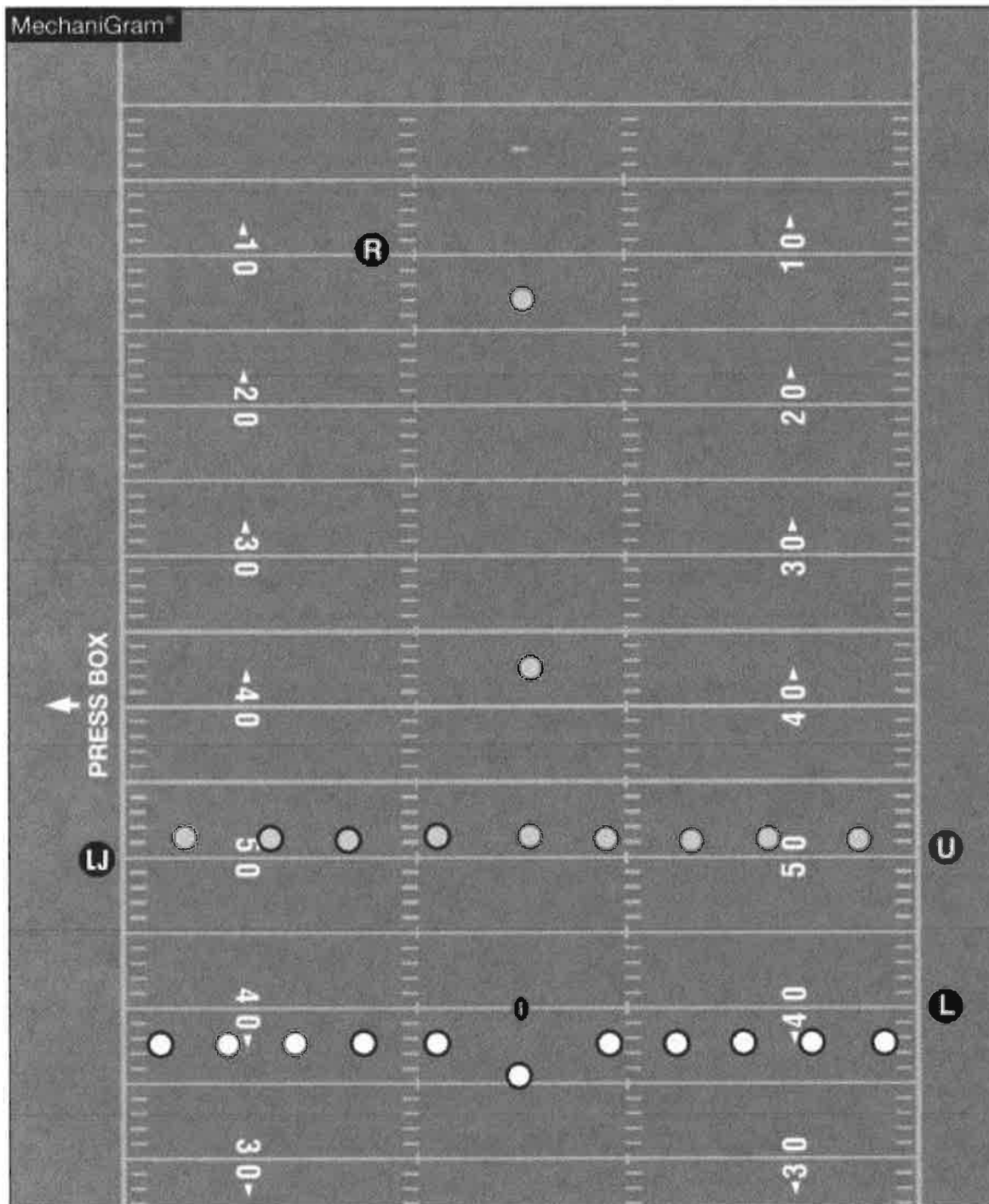


Referee: Starting position is near the top of the numbers near team R's five or 10 yardline on the line judge's side of the field. The referee is responsible for noting whether team K has at least four players on either side of the kicker. After getting ready signals from the rest of the crew and the kicker, the referee blows his whistle and gives the ready signal.

**Umpire:** Starting position is on the sideline at team R's 20 yardline. The umpire signals the referee by lifting an arm overhead when he is ready for the kickoff.

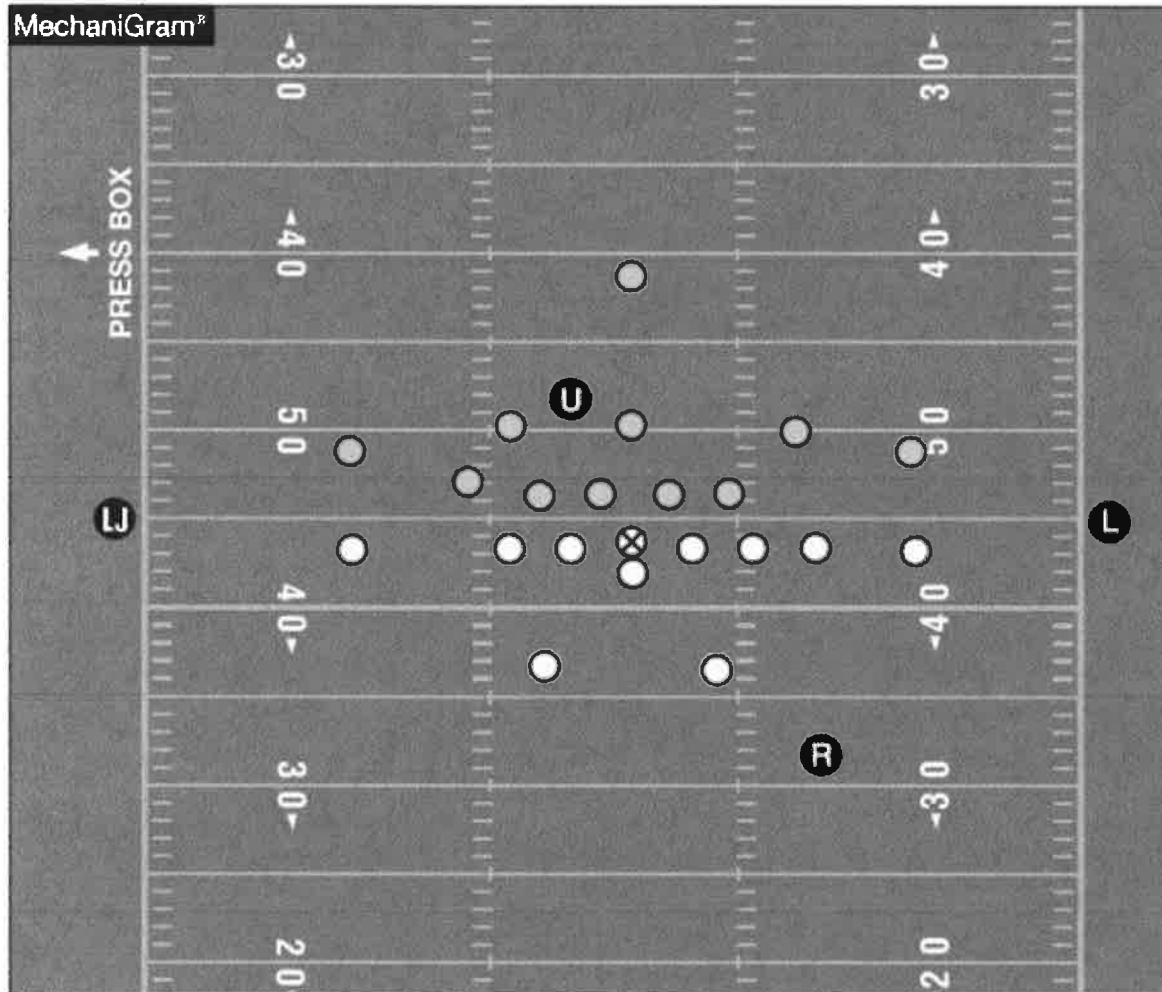
**Linesman and line judge:** The linesman is on team K's free-kick line, the line judge on team R's free-kick line. The linesman moves toward the center of the field once the players are on the field and the line judge comes to the top of the numbers. The linesman is responsible for noting whether no team K player other than the kicker is more than five yards from team K's free-kick line. The linesman should not give the ball to the kicker until team K has 11 players on the field and should remind the kicker not to kick the ball until the referee has sounded his whistle. When they are in position and ready for the kick, they should raise an arm as a ready signal for the referee.

## ONSIDE KICK



The linesman and line judge assume their regular positions while the referee moves up to about team R's 10 yardline and the umpire moves to team R's free-kick line. The referee is responsible for noting whether team K has at least four players on either side of the kicker. The linesman is responsible for noting whether no team K player other than the kicker is more than five yards from team K's free-kick line. The umpire, linesman and line judge should have their beanbags in hand to mark the spot if team K first touches the kick and should be prepared to blow the ball dead if a prone player from either team recovers the kick regardless of whether it has traveled 10 yards. They should also observe the legality of team K's blocking.

## SCRIMMAGE PLAY

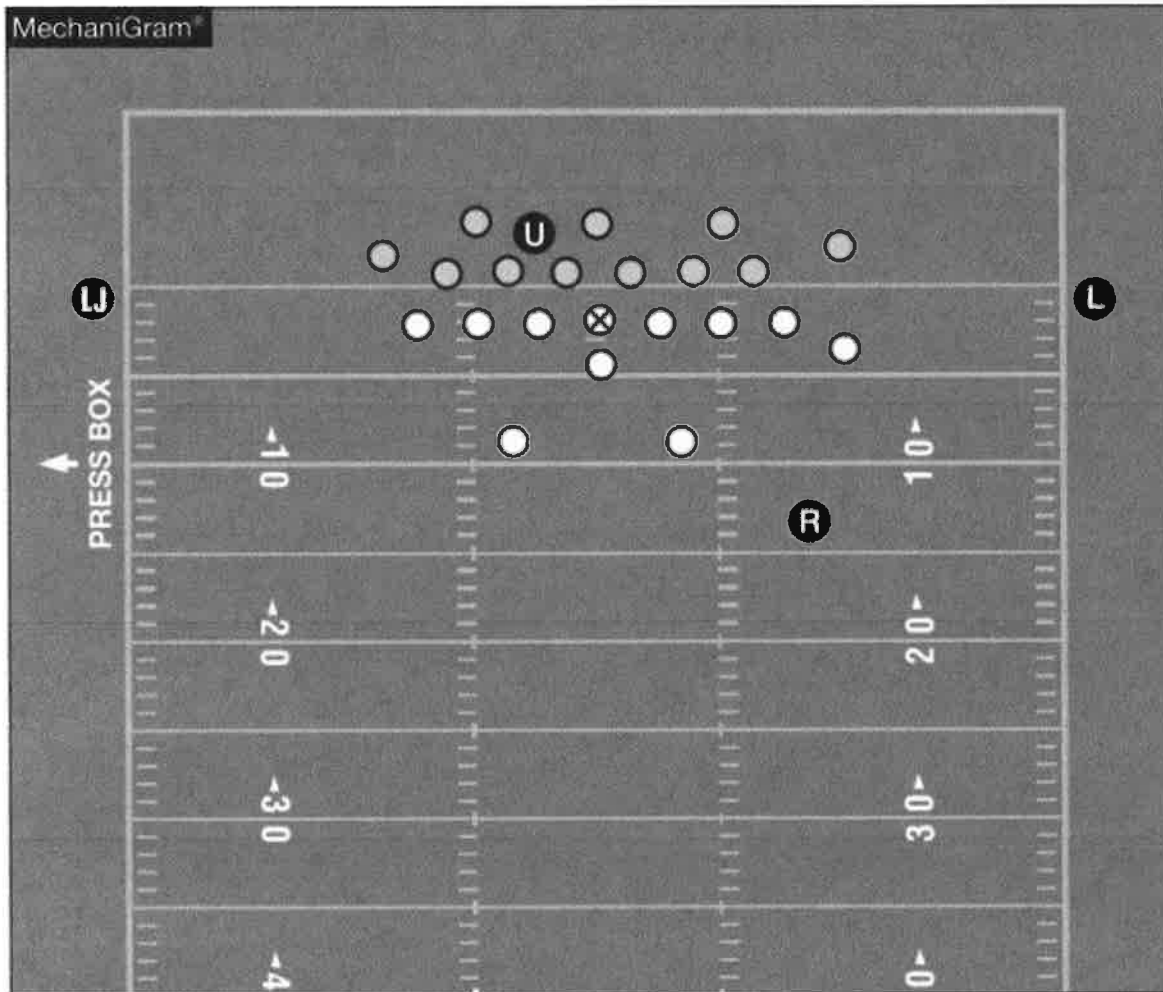


**Referee:** While team A is in the huddle, take a position approximately 10-15 yards from the line of scrimmage and five yards wide of the huddle to be more visible to the clock operator. Once team A is at the line, starting position is on the passing-arm side of the quarterback, approximately 10 to 12 yards deep and at least as wide as the tight end.

**Umpire:** Starting position is three to eight yards behind team B's line and between the defensive ends. The umpire must be able to see the ball from the time the snapper handles the ball until the time it is snapped.

**Linesman and line judge:** Starting position is straddling the line of scrimmage on the sideline. Working on the sideline is strongly encouraged.

## GOALLINE GOING IN



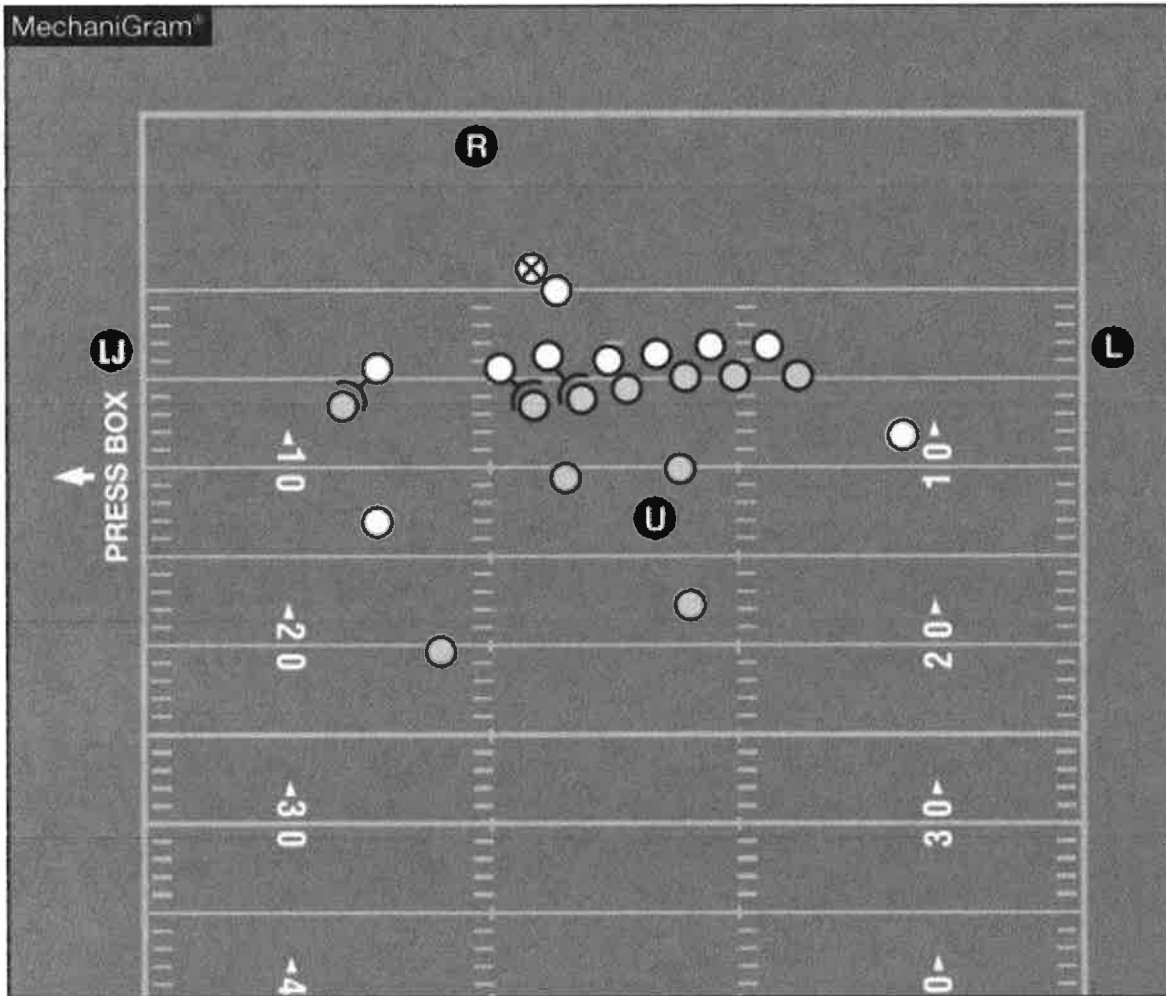
**Referee:** Starting position is on the passing-arm side of the quarterback, approximately 10 to 12 yards deep and at least as wide as the tight end.

**Umpire:** Starting position is three to eight yards behind team B's line and between the defensive ends. The umpire must be able to see the ball from the time the snapper handles the ball until the time it is snapped.

**Linesman and line judge:** Starting position is straddling the line of scrimmage on the sideline.

**All:** A touchdown, safety or touchback signal is given only by an official who actually rules on the play. Mirroring the signal is dangerous; if the covering official is incorrect, the crew will find it difficult to overcome two officials making a mistake. If the covering official is correct, there is no need for a second signal.

## GOALLINE COMING OUT



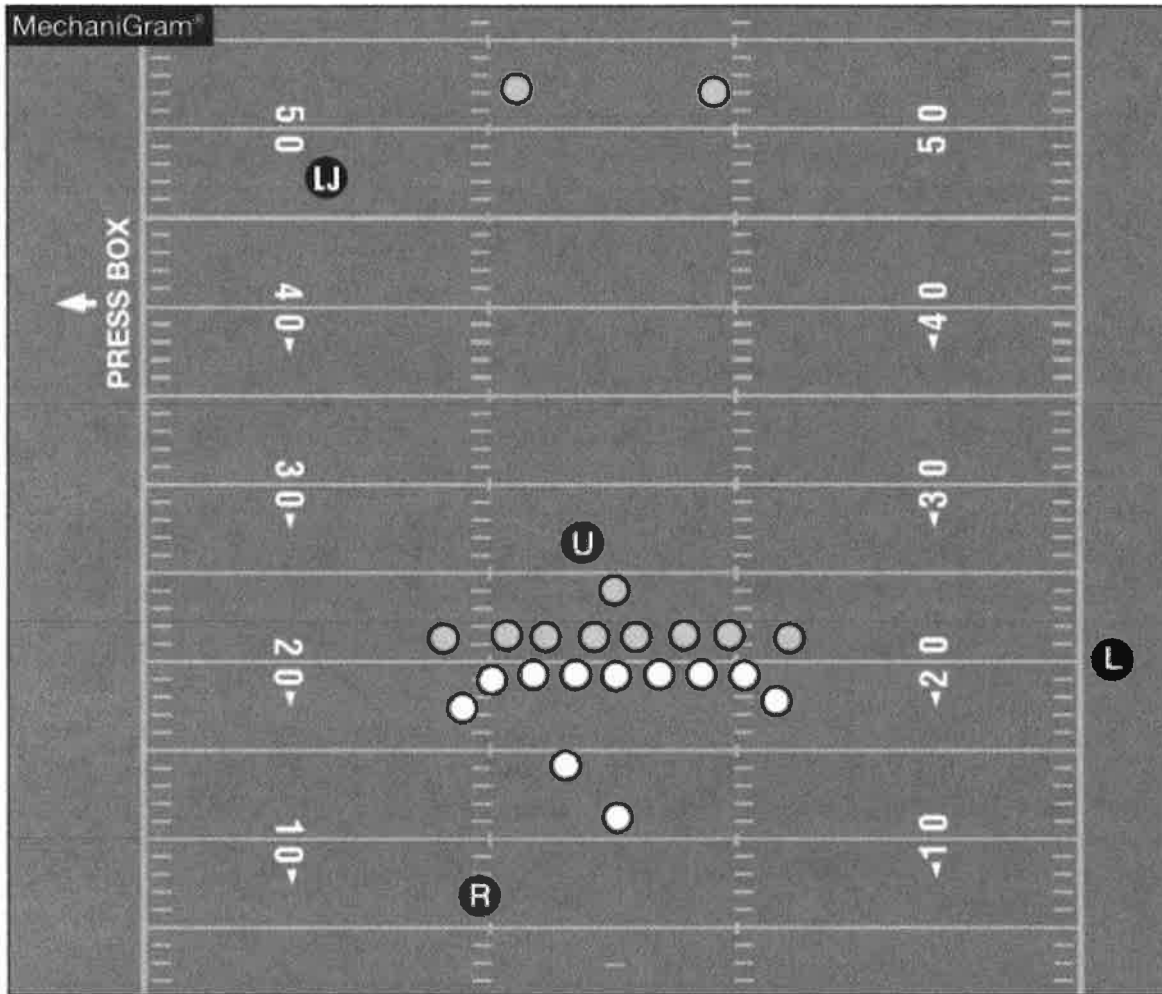
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## **SCRIMMAGE KICK**



**Referee:** Starting position is two to three yards behind and three to five yards outside the punter, on the line judge's side.

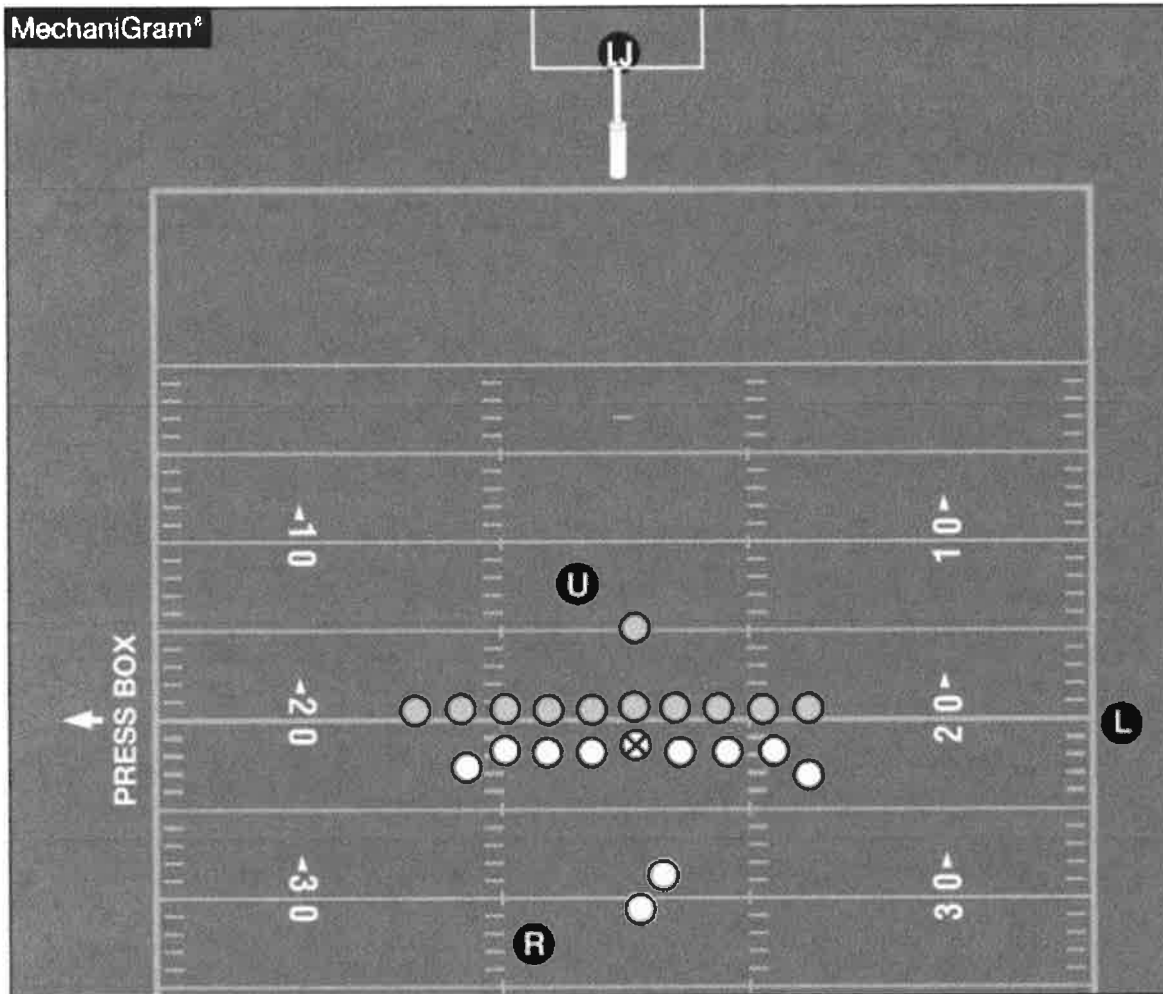
**Umpire:** Starting position is four to seven yards deep and favoring the line judge's sideline. Say, "Lay off the snapper," to remind team R players about rules regarding to contact on the snapper.

**Linesman:** Starting position is straddling the line of scrimmage and more than nine yards outside the widest offensive player.

**Line judge:** Starting position is seven to 10 yards wider than and in front of the deepest receiver.

### **SCORING KICK OUTSIDE TEAM R'S 15 YARDLINE**





**Referee:** The referee faces the holder from a position about one yard behind and two to three yards to the side of the kicker, rules on roughing the holder and kicker and echoes the good or no good signal to the pressbox.

**Umpire:** Starting position is five to seven yards off line, favoring the line judge's side of the field. The umpire is responsible for checking the numbers of the players on the offensive line and should remind team R players about rules relating to contact on the snapper. Moving toward the line at the snap will improve the view of the initial line charge.

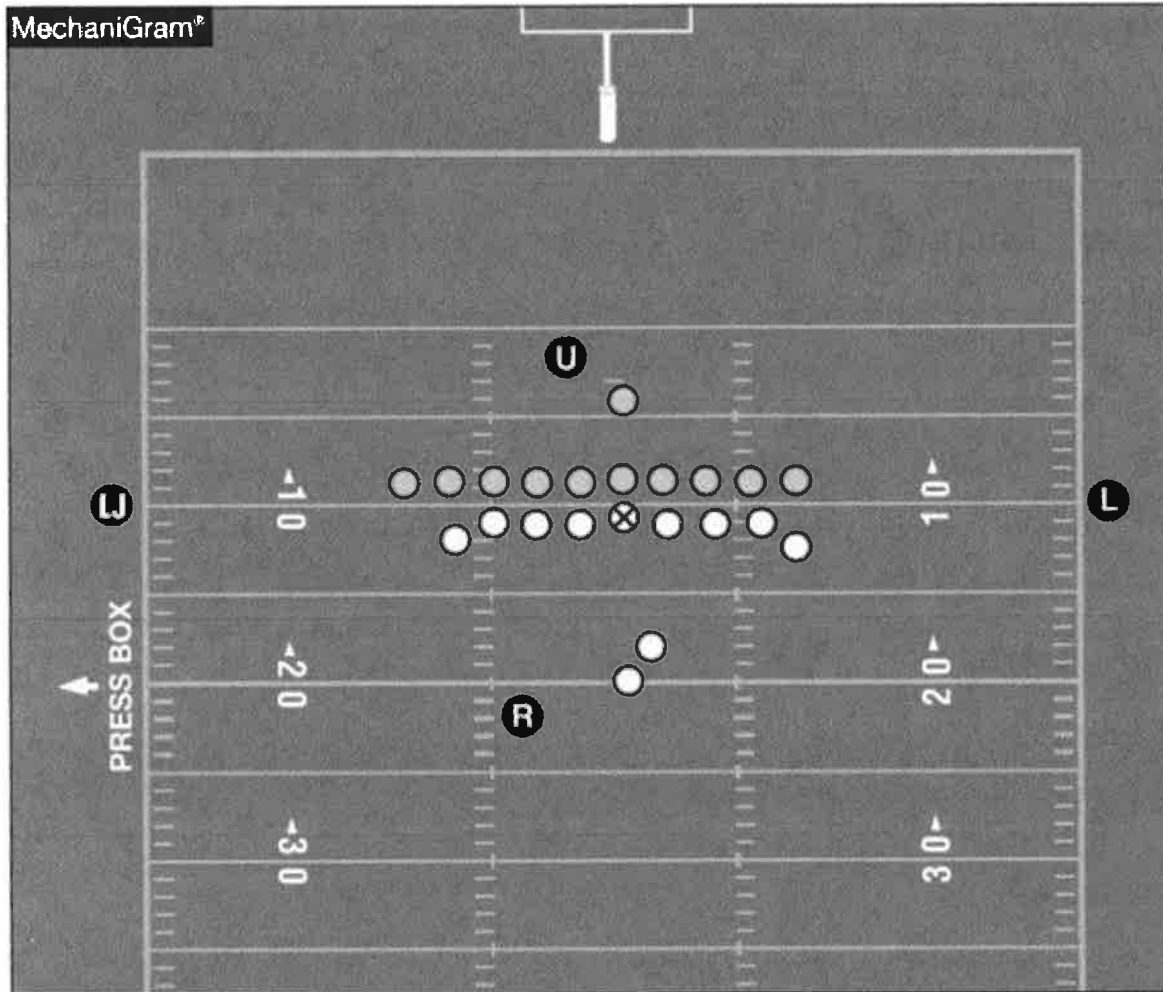
**Linesman:** Starting position is straddling the line of scrimmage not closer than nine yards outside the widest offensive player. The linesman rules on roughing the holder and kicker.

**Line judge:** Starting position is beyond the endline and between the uprights. Line judge is responsible for ruling whether the kick is good or no good.

**Note:** On a field goal attempt by free kick, the chains are set to establish the 10-yard neutral zone.

### **SCORING KICK ON OR INSIDE TEAM R'S 15 YARDLINE**





**Referee:** The referee faces the holder from a position about one yard behind and two to three yards to the side of the kicker and is responsible for ruling whether the kick is good or no good.

**Umpire:** Starting position is five to seven yards off line, favoring the line judge's side of the field. The umpire is responsible for checking the numbers of the players on the offensive line and should remind team R players about rules relating to contact on the snapper. Moving toward the line at the snap will improve the view of the initial line charge.

**Linesman:** Starting position is straddling the line of scrimmage not closer than nine yards outside the widest offensive player. The linesman rules on roughing the holder and kicker.

**Line judge:** Starting position is straddling the line not closer than nine yards outside the widest offensive player.

**Note:** On a field goal attempt by free kick, the chains are set to establish the 10-yard neutral zone.

# Presentation Notes

As your classmate (or a group) presents, take your notes here:

<b>Presenter:</b>	
<b>Topic:</b>	
<b>Key Message:</b> (summarize the key message or theme of the presentation)	
<b>1st point:</b> (summarize the 1st point)	
<b>2nd point:</b> (summarize the 2nd point)	
<b>3rd point:</b> (summarize the 3rd point)	
<b>Important vocabulary:</b> (include list of key vocabulary referenced; if you do not know the term(s), look up and add a definition for the word(s))	
<b>Questions</b> (include any questions you have remaining after the presentation)	

# CREW OF FOUR-CHAPTER 8 - COVERAGE

Rate it ☆☆☆☆☆ -

- **FREE KICK COVERAGE ZONES**
- **FREE KICK**
- **FREE KICK OUT OF BOUNDS**
- **RUNNING PLAY UP THE MIDDLE**
- **SWEEP**
- **DEEP PASS**
- **SCREEN OR PASS TO FLAT**
- **GOALLINE PLAYS: OFFENSE GOING IN**
- **GOALLINE PLAYS: OFFENSE COMING OUT**
- **SCRIMMAGE KICK OUT OF BOUNDS**
- **SCRIMMAGE KICK TO JUDGE'S AREA**

## Free Kicks

On kicks inside team R's five yardline, the referee is responsible for determining whether the momentum exception applies and whether the kick is to be ruled a touchback.

The referee is responsible for a rectangular area on his side of the field extending from the goalline to team R's 30 yardline and slightly more than halfway across the field.

The umpire is responsible for a rectangular area extending from the goalline to team R's 30 yardline slightly less than halfway across the field.

The linesman watches for infractions involving the free-kick line. After the ball is kicked, the linesman drifts downfield, maintaining coverage of his sideline. He should not go beyond team R's 30 yardline in case the runner breaks off a long return and enters the linesman's coverage area.

The line judge watches for infractions involving the free-kick line. After the ball is kicked, the line judge drifts downfield, maintaining coverage of his respective sideline. He should not go beyond team R's 30 yardline in case the runner breaks off a long return and enters the linesman's coverage area.

If the kick goes out of bounds, the covering official is responsible for either dropping a beanbag (if team R caused the ball to go out of bounds) or a penalty marker (if team K caused the ball to go out of bounds). Officials trailing the runner must clean up after the play.

The covering official signals the clock to start if he sees the ball is touched other than first touching by team K. The covering official is also responsible for signaling the clock to stop if the runner is downed in his area or if the ball goes out of bounds. All officials not responsible for the runner must look for illegal blocks.

## Free Kicks After a Safety

For the free kick that follows a safety, the linesman should be at team K's 20 yardline, the line judge at team K's 30 yardline and the position of the remaining officials is adjusted accordingly.

## Scrimmage Plays

The referee focuses on the ball, the runner and the blocking around the runner. If the play goes to the opposite side, the referee should move toward or parallel to the line of the scrimmage and maintain a position approximately in line with the runner. If the play is to the referee's side, the referee moves behind the play and is responsible for the runner until he crosses the neutral zone or turns upfield.

The referee should watch the handoff or the pitchout, see the runner head outside the free blocking zone, and watch to see that no one contacts the quarterback before drifting along to follow the play.

On runs that end out of bounds behind the neutral zone, the referee is responsible for marking the spot.

The umpire observes the blocking to find the point of attack. When the hole opens, the umpire should move away from it (to avoid interfering with the defensive pursuit) and laterally (thus turning his head toward the blockers in front of the runner and the tackling efforts of the defense).

Plays that end in a side zone may require the umpire to move outside the hashmark and toward the sideline in order to clean up behind the play. When play swings around to one side, the umpire should turn his attention to the blocking ahead of the runner and should prepare to cross outside the hashmark if the runner is downed in the side zone near the sideline. The umpire can help get the ball back to the hashmark and set it at the progress spot. He should not automatically halt at the hash and rely on other officials to get him the ball.

The linesman and line judge observe the tackle on their side and read his block to determine the type of play. The wings move down the field trailing the runner. If the run is up the middle or in the wing's side zone, watch the action around and in front of the runner. When the play ends, square off at a 90-degree angle to mark forward progress. If the play is to the opposite side of the field, move into the field no farther than the numbers and observe players not directly involved in the play.

Sweeps require the referee, umpire and the appropriate wing official to react quickly. It is important for the referee to observe action around and behind the runner and for the umpire to observe action around and in front of the runner. Upon observing the pulling lineman and the formation of the wall in front of the runner, the wing official's first movement should be a step back (farther off the sideline) and laterally (into the offensive backfield). Once the runner is beyond the wing's position, he should not attempt to outrun the runner; rather, he should trail the play slightly and observe the runner and action around him.

The off wing can move onto the field but no closer than the numbers in case the play is a reverse or the runner reverses course. The off wing observes players who may not be directly blocking for or chasing the runner.

When a play ends inbounds near a sideline but a first down has been achieved, the covering official should give the stop-the-clock signal. It is not appropriate to give the "wind-the-clock" signal before the stop-the-clock signal if the play ended inbounds but a first down was achieved.

When a play ends inbounds near a sideline but a first down has been achieved, the covering official should give the stop-the-clock signal. It is not appropriate to give the "wind-the-clock" signal before the stop-the-clock signal if the play ended inbounds but a first down was achieved.

Depending on location of players not directly involved in the tackle, the umpire may have to move outside the hashmark and toward the sideline in order to clean up behind the play. When play swings around to one side, the umpire should turn his attention to the blocking ahead of the runner and should prepare to cross outside the hashmark if the runner is downed in the side zone near the sideline. The umpire can help get the ball back to the hashmark and set it at the progress spot. He should not automatically halt at the hash and rely on other officials to get him the ball.

If the runner is driven out of bounds less than five yards past the scrimmage line, the covering wing official can handle the play and supervise players outside the sideline after marking the out of bounds spot with his foot. When a play is more than a five-yard gain and the runner heads across the sideline, the covering wing official marks the spot while keeping an eye on players; the referee or umpire must hustle to the spot and escort the players back to the field.

A play gaining considerably more than 10 yards may find the covering wing official policing activity past the sidelines. The covering wing official and the referee or umpire should work together to be sure the ball is properly spotted and off-the-field activity is monitored.

## **Goalline Plays**

When the ball is snapped between team B's 10 and five yardlines, the wing officials release slowly downfield at the snap, staying ahead of the runner all the way to the goalline.

The touchdown signal is given only by an official who actually sees the ball in possession of a runner break the plane of the goalline. Mirroring the signal is dangerous; if the covering official is incorrect, the crew will find it difficult to overcome two officials making a mistake. If the covering official is correct, there is no need for a second signal.

There are very few circumstances under which the referee or umpire would declare a touchdown. Under most circumstances, the wing official will be in a much better position to rule if the ball has broken the plane of the goalline.

When team A snaps the ball at or inside its own five yardline, the wings move quickly to the goalline in order to see if the runner advanced the ball completely beyond the goalline. If so, they cover the play and mark forward progress as usual.

## **Scrimmage Kicks**

Once the kick is away, the referee takes a quick look to see the flight of the ball. If the kick is toward a sideline, he must be prepared to determine the spot the ball went out of bounds. If the kick is short, the referee goes directly to the out-of-bounds spot; if the kick is long and goes out of bounds, the covering official moves past where he thinks it flew out before walking toward the referee with his hand up — along the sideline — until the referee chops downward, telling him to halt.

If the runner breaks a long return, the referee may assume responsibility for the runner.

On blocked kicks, the referee should be ready to rule on the recovery and observe the advance of any player who runs with a recovered ball.

The umpire should move toward the line at the snap. Once the ball has been kicked and players from both teams have run past the umpire, the umpire pivots to the line judge's side and moves slowly downfield.

The linesman doesn't move downfield until the ball is beyond the neutral zone. The linesman is primarily responsible for determining if the ball crossed the line. The linesman is responsible for his sideline from endline to endline and for covering the runner when the return is to his area. If the run is to the opposite sideline, he should clean up behind the play.

If the kick is short and in the linesman's side zone, he must know who touched a loose ball; if the kicking team is first to touch the kick, a beanbag should be dropped at the spot of the touching.

When kicks go out of bounds, the covering official should kill the clock at once. If the kick is short and toward a sideline, the referee determines the spot the ball went out of bounds. If the kick is long and goes out of bounds, the covering official moves past where he thinks it flew out before walking toward the referee with his hand up — along the sideline — until the referee chops downward, telling him to halt.

On blocked kicks, the linesman should be ready to rule on the recovery and observe the advance of any player who runs with a recovered ball. The linesman must also be cognizant of a fake punt. If a pass to the linesman's flat is used on the fake, the linesman must know if the pass was forward or backward. If the kicker initially starts to run before deciding to kick, the linesman may have to rule whether the punter was beyond the line when the ball was kicked.

The line judge is responsible for covering all kicks down the middle and to his side zone and should be prepared to get to team R's goalline to rule on momentum exception or touchback situations.

All deep receivers are the responsibility of the line judge. He should observe the receivers and the players around them rather than the ball as it flies downfield. Remaining far enough away from the receiver to retain a wide-angle view and moving in at a controlled pace, with eyes searching, once the

receiver has completed the fair catch helps the line judge look for illegal action around the receiver. In such cases, it is also a good idea not to have the whistle in the mouth; it is possible for a fair catch to be muffed and a whistle blown before the ball dribbles loose from the receiver's grasp.

The line judge is responsible for his sideline from the line of scrimmage to team R's endline and for covering the runner when the return is to his area. If the runner breaks into the opposite side zone, coverage transfers to the linesman and the line judge cleans up behind the play. On a return to the middle of the field, the line judge has responsibility for the runner until he gives up the runner to the umpire; the point at which the transfer occurs depends on how far downfield the umpire has drifted after the kick. The referee may take over coverage of the runner if the runner breaks off a long return.

### **Scoring Kicks (Ball snapped at or inside team R's 15 yardline)**

The line judge is on the line of scrimmage and five to seven yards outside the offensive end and moves quickly toward the end line after the snap to rule on whether or not the kick passed over the crossbar.

If the kick fails because it goes under the crossbar or strikes an upright, the line judge signals the kick no good, then follows with the touchback signal. If the kick clears the crossbar, the line judge blows his whistle and gives a predetermined signal to the referee (a thumb's up is a common signal), but the referee rules on whether the ball went through the uprights. If the kick is good, only the referee signals.

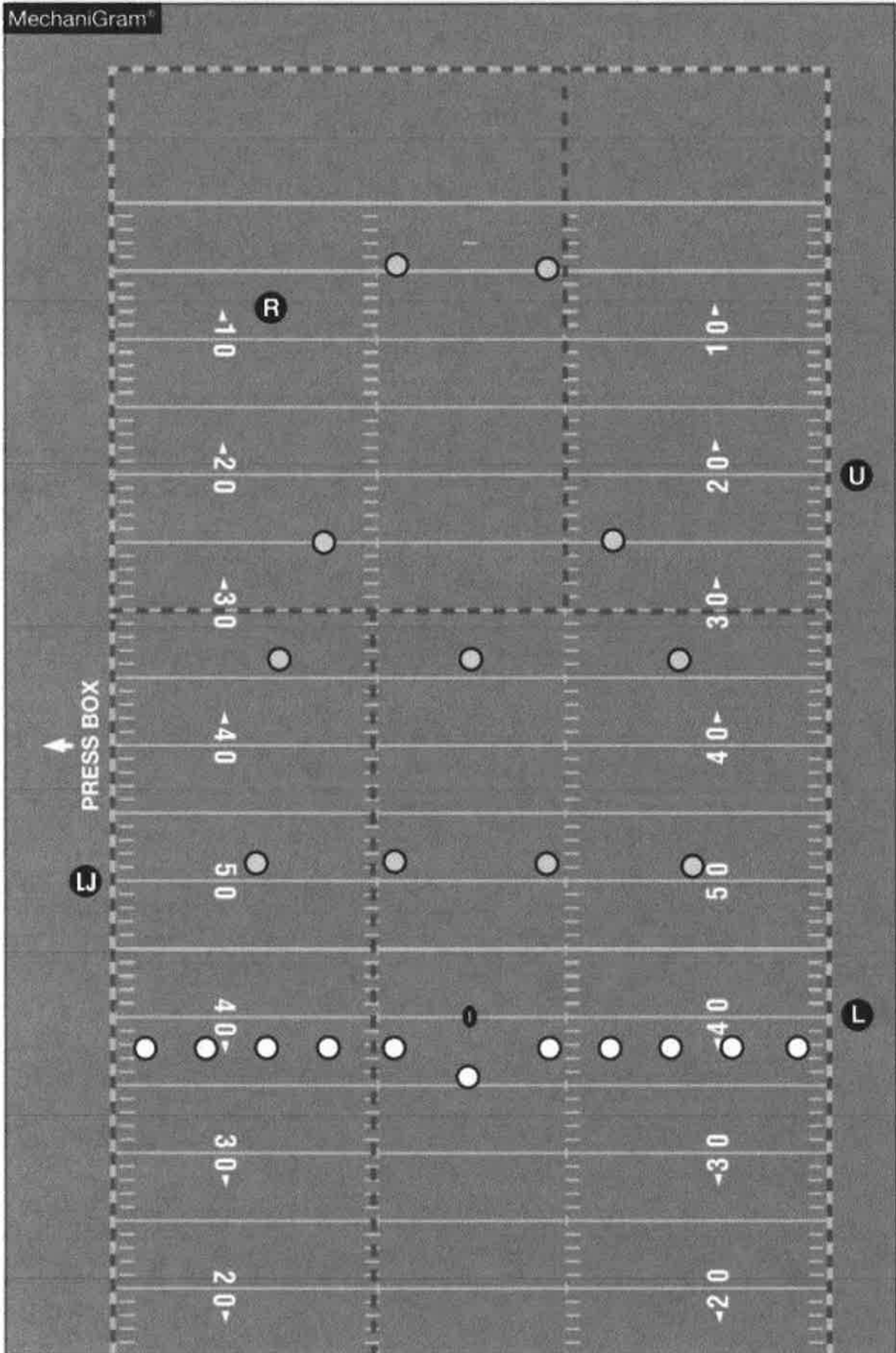
If a kick try is blocked or obviously will not score, the referee should blow his whistle to kill the ball and give the appropriate signal (the same mechanic is used if a missed or blocked field goal breaks the plane of the goalline). If a field goal is blocked and does not break the plane of the goalline, the ball remains live and no signal is given.

### **Scoring Kicks (Ball snapped outside team R's 15 yardline)**

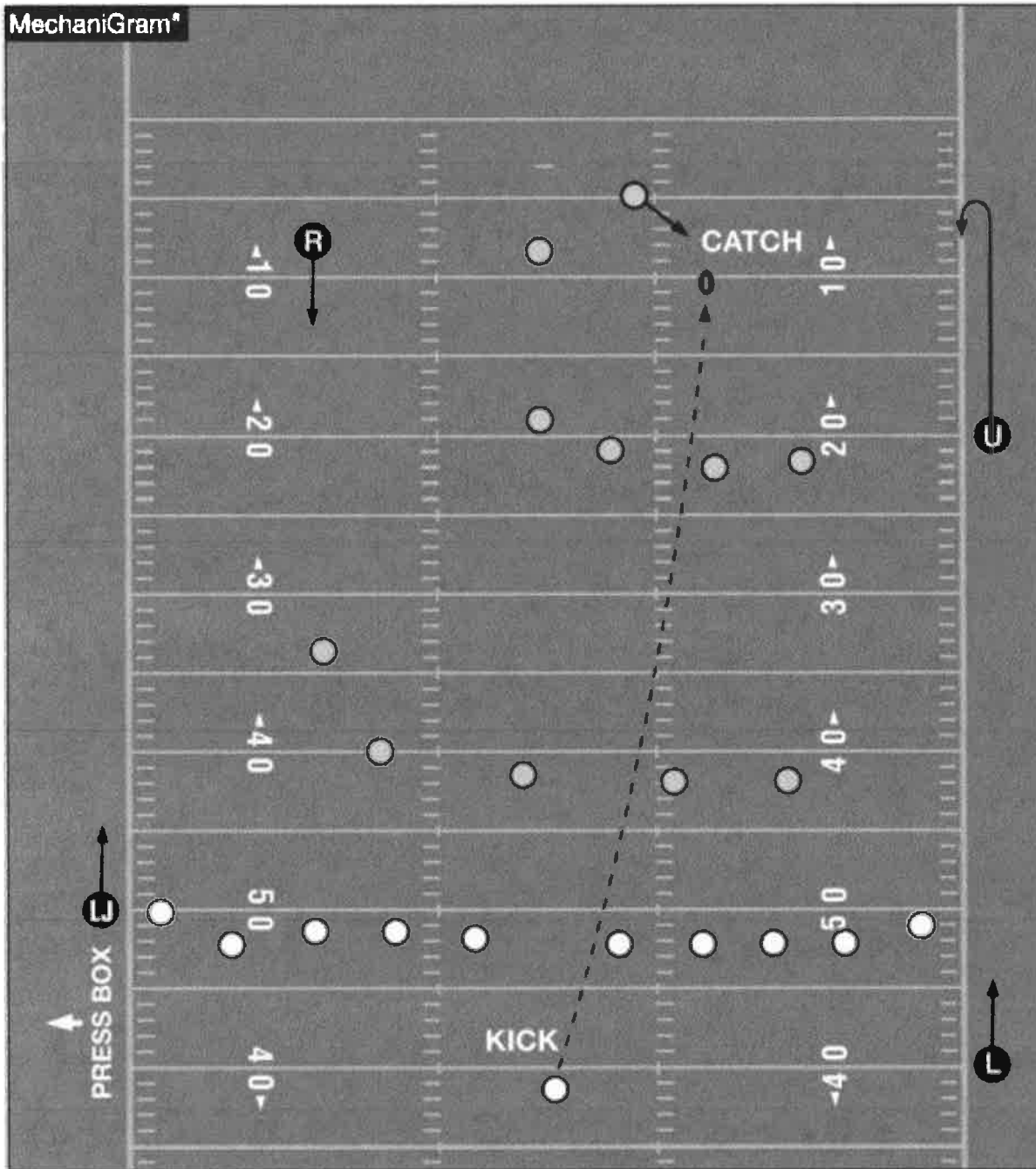
The line judge moves five yards behind and directly between the uprights and is the sole judge whether the kick is good or no good.

If the kick is no good and breaks the plane of the goalline, the line judge signals the kick no good, followed by the touchback signal.

### **FREE KICK COVERAGE ZONES**



### FREE KICK PART 1



Action on the field: Receiver catches kick.

Referee: Observes action in front of receiver on his side of field. Moves slowly upfield.

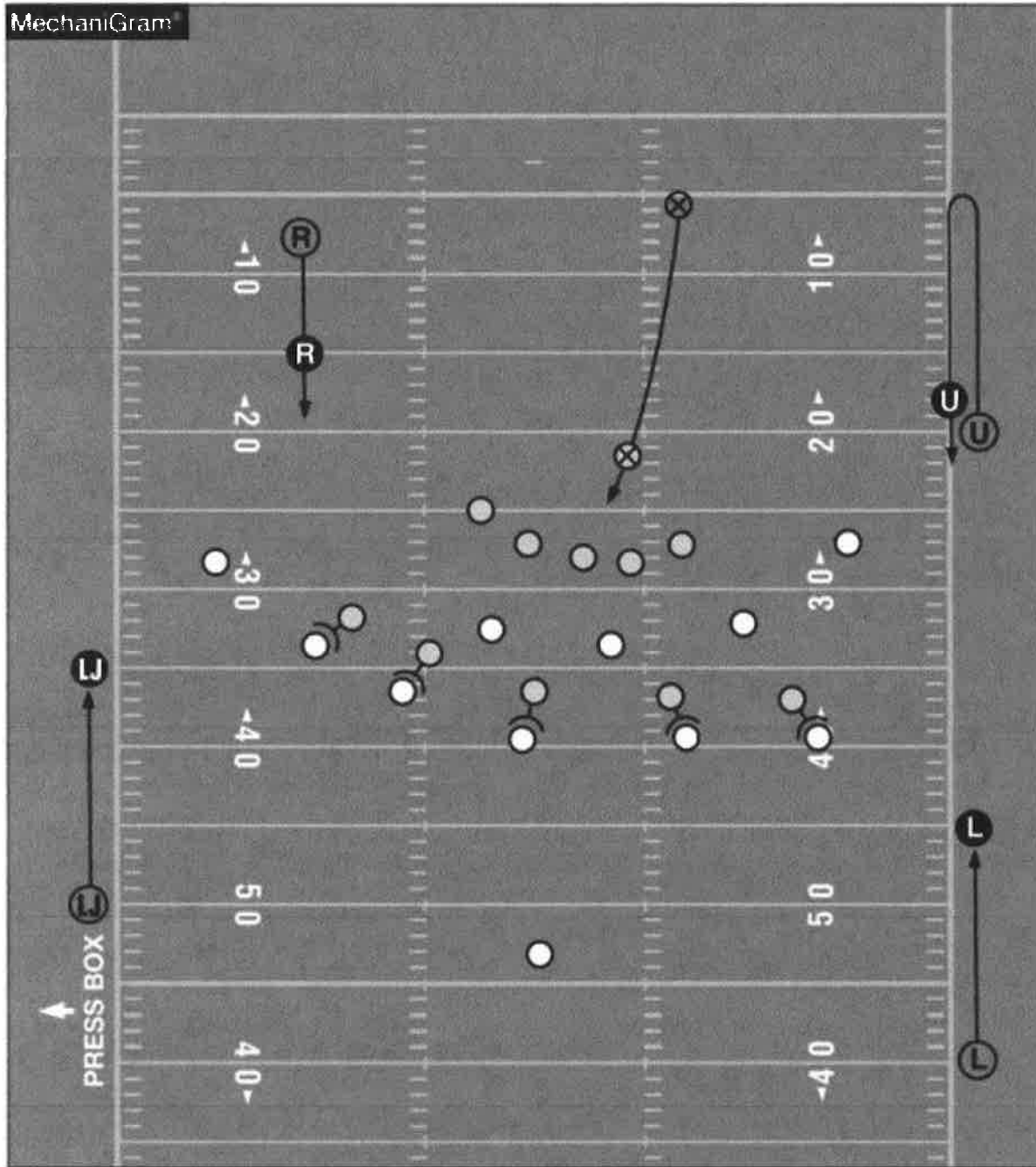
Umpire: Retreats to observe catch. Signals clock to start when ball is caught by receiver. Moves to stay ahead of receiver and observes action of runner during return.

Linesman: Watches for infractions involving free-kick lines. After kick, moves downfield and observes action in front of receiver on his side of field.

Line judge: Watches for infractions involving free-kick lines. After kick, moves downfield and observes action in front of receiver on his side of field.

## FREE KICK PART 2





Action on the field: Receiver advances.

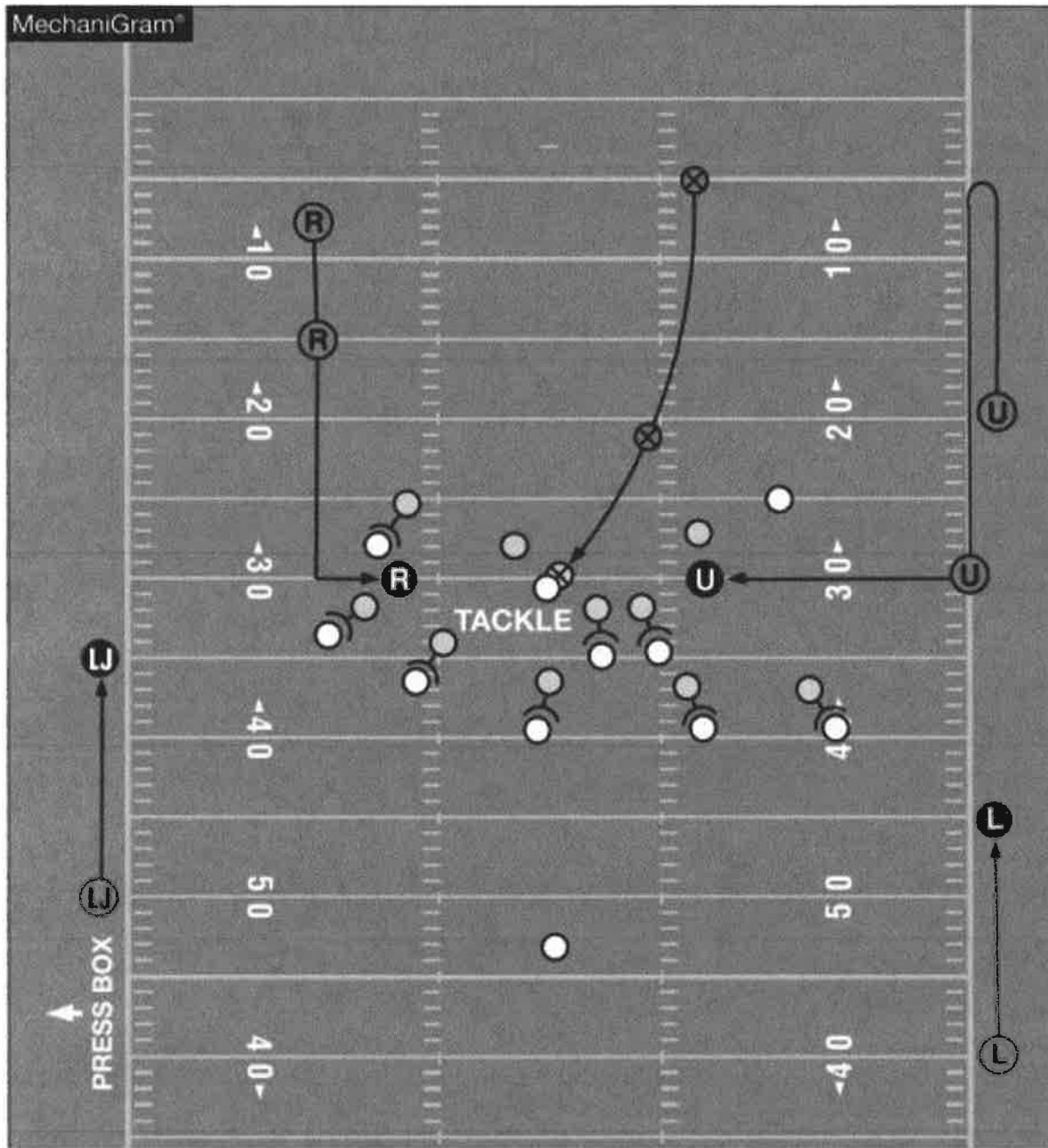
Referee: Observes action in front of receiver on his side of field. Moves slowly upfield.

Umpire: Moves to trail runner and observes action by and in front of runner during return.

Linesman: Stops 15 yards downfield from team R's free-kick line. Observes action in front of receiver on his side of field.

Line judge: Stops 15 yards downfield from team K's free-kick line. Observes action in front of receiver on his side of field.

### FREE KICK PART 3



Action on the field: Receiver continues advance and is downed.

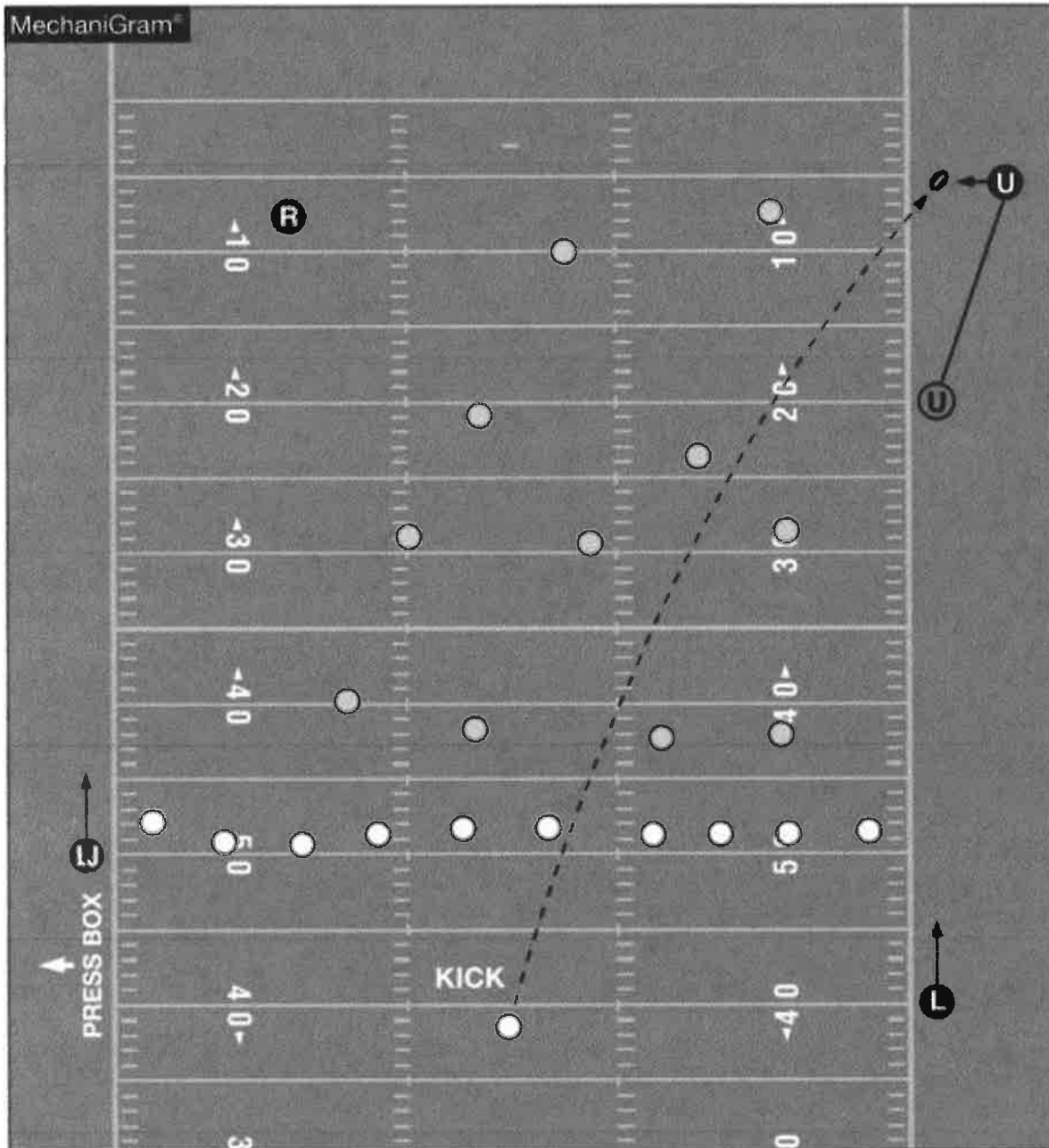
Referee: Moves upfield and observes action of players. Takes coverage of runner when runner enters his area (halo coverage). Blows whistle and gives stop-the-clock signal when runner is downed. Squares off and holds spot until umpire can mirror spot.

Umpire: Moves upfield and observes runner until runner leaves coverage area (halo coverage). Squares off to mirror referee's spot.

Linesman: Observes players. When referee signals possession for team R, instructs chain crew to set chains for new series.

Line judge: Observes players.

### FREE KICK OUT OF BOUNDS PART 1



Action on the field: Kick becomes dead out of bounds.

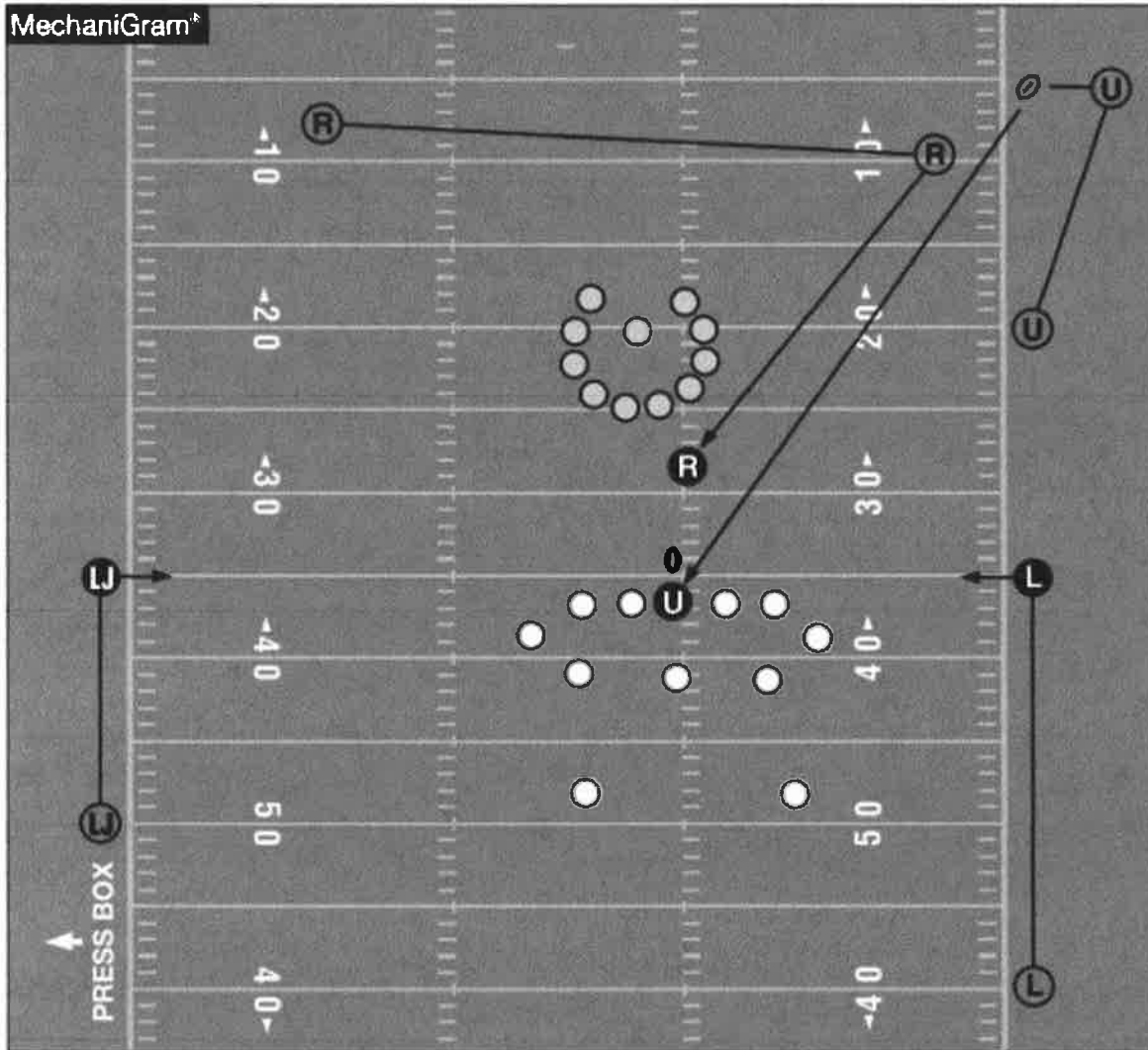
Referee: Observes action in front of receiver on his side of field.

Umpire: Retreats to observe ball. Signals clock to stop when ball is out of bounds.

Linesman: Watches for infractions involving free-kick lines. After kick, moves downfield and observes action in front of receiver on his side of field.

Line judge: Watches for infractions involving free-kick lines. After kick, moves downfield and observes action in front of receiver on his side of field.

## FREE KICK OUT OF BOUNDS PART 2



Action on the field: Team R chooses to take ball at its own 35 yardline.

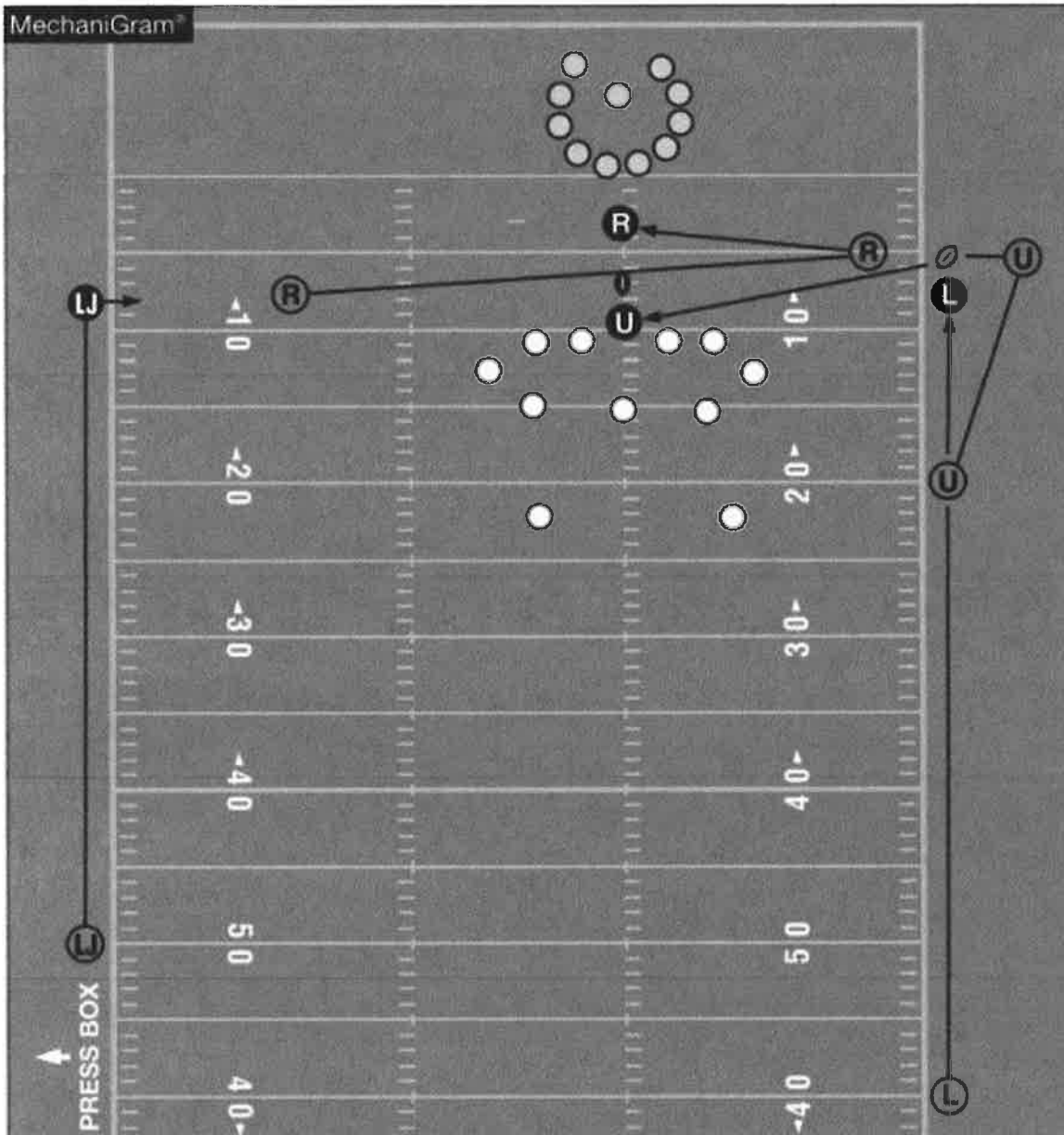
Referee: Observes action in his area. Communicates result of play with umpire. Obtains choice from team R captain. Signals team K's foul and points toward team R's 35 yardline, where ball will next be put in play. (If team R chooses a rekick after enforcement, returns to position for rekick.)

Umpire: Moves downfield and observes action in his area. Gives stop-the-clock signal when ball goes out of bounds. Communicates result of play with referee. Moves to hashmark at team R's 35 yardline to set ball for new series. (If team R chooses a rekick after enforcement, returns to position for rekick.)

Linesman: Moves downfield and observes action in his area. Moves to team R's 35 yardline, where team R will begin new series, assists chain crew in setting chains. (If team R chooses a rekick after enforcement, signals team K's foul, walks off penalty and returns to position for rekick.)

Line judge: Mirrors spot at team R's 35 yardline, where new series will begin. (If team R chooses a rekick after enforcement, returns to position for rekick.)

### FREE KICK OUT OF BOUNDS PART 3



Action on the field: Team R caused kick to go out of bounds.

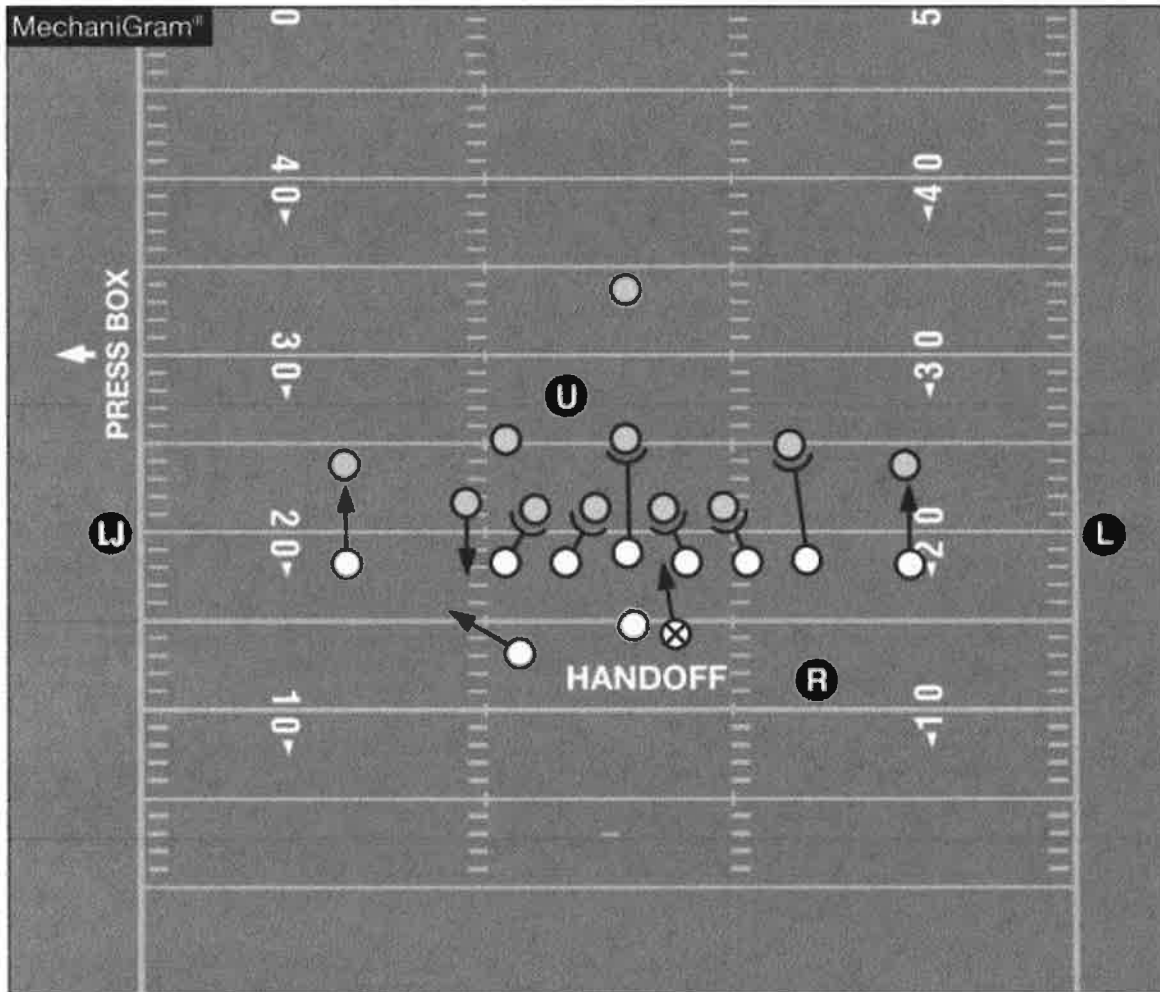
Referee: Observes action in his area. Communicates result of play with umpire. Signals new series will begin at spot where kick went out of bounds.

Umpire: Observes action in his area. Gives stop-the-clock signal when ball goes out of bounds. Communicates result of play with referee. Waits for linesman to arrive and mirror spot; moves to hashmark where new series will begin and sets ball.

Linesman: Moves downfield and observes action in his area. Takes spot where new series will begin from umpire and assists chain crew in setting chains.

Line judge: Moves downfield and observes action in his area. Mirrors linesman's spot where new series will begin.

## **RUNNING PLAY UP THE MIDDLE PART 1**



Action on the field: Handoff to back.

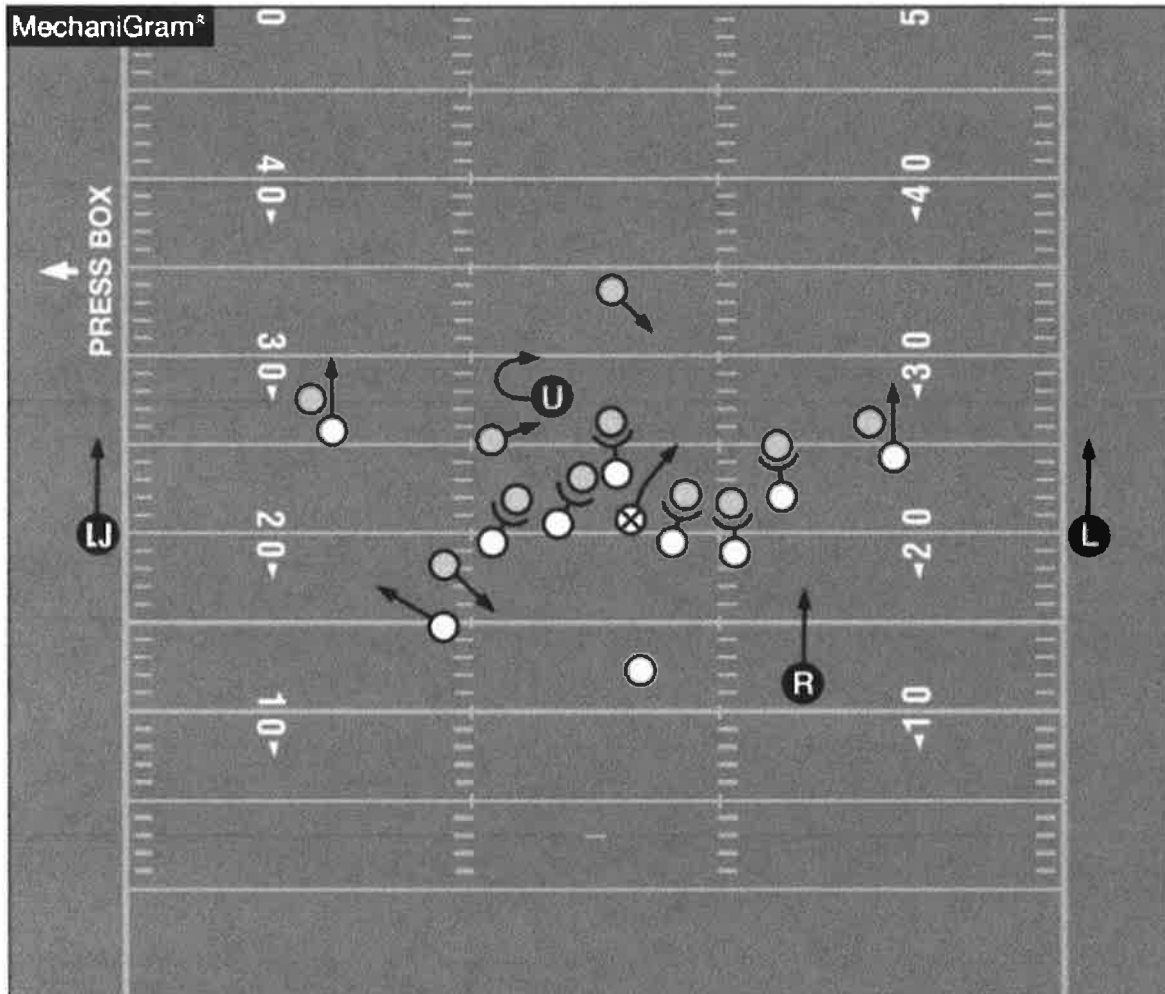
Referee: Reads blocking of left tackle and reads run. Observes handoff and action around quarterback after handoff.

Umpire: Reads blocking of center and right guard and reads run. Determines point of attack and observes blocking there.

Linesman: Reads blocking of split end and reads run. Observes initial line charge.

Line judge: Reads blocking of split end and reads run. Observes initial line charge.

## **RUNNING PLAY UP THE MIDDLE PART 2**



Action on the field: Runner advances.

Referee: Moves slowly downfield and observes action behind runner.

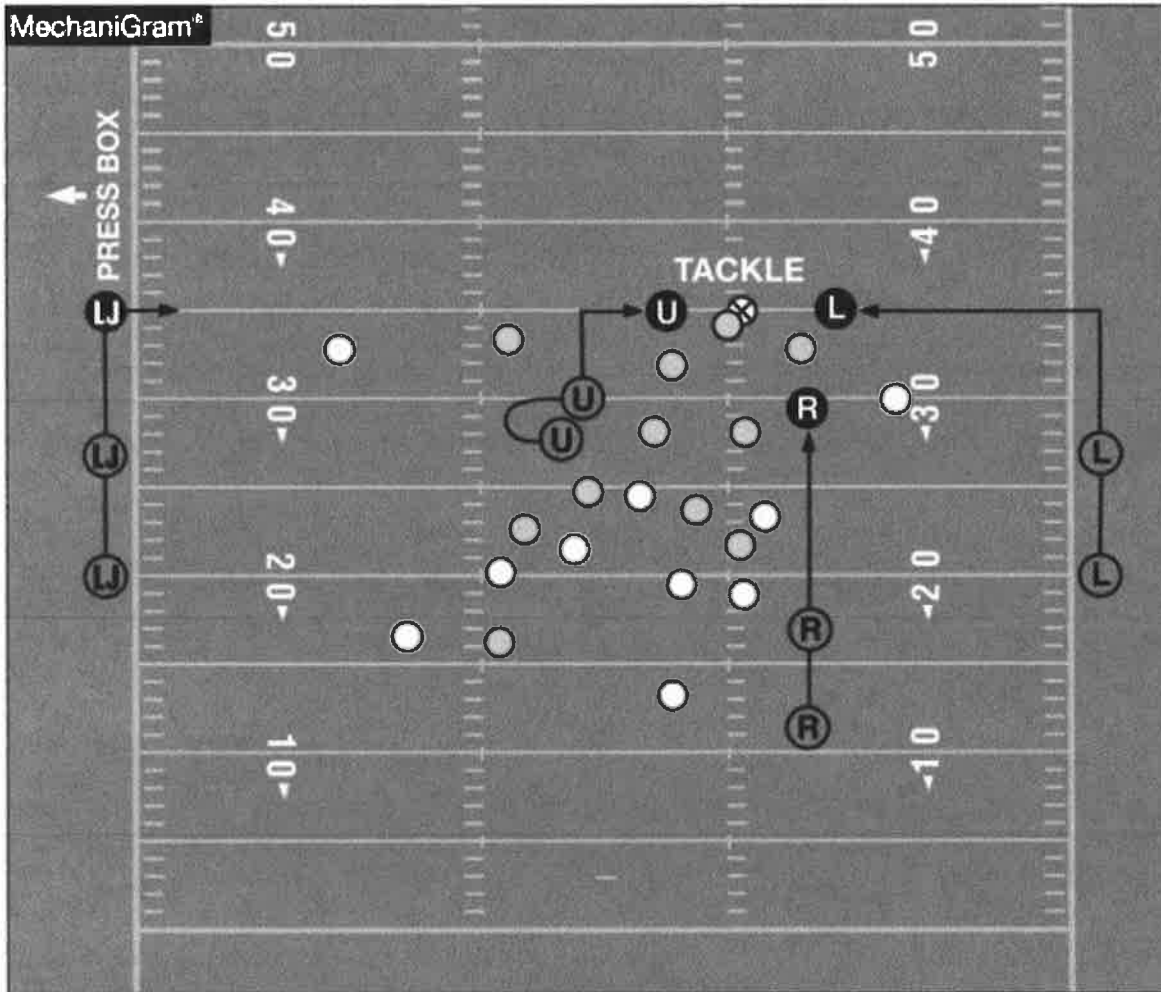
Umpire: Steps back to avoid interfering with play and pivots to observe play. Observes runner and action around runner (halo principle).

Linesman: Moves slowly downfield and observes action in front of runner.

Line judge: Moves slowly downfield and observes action in front of runner.

### **RUNNING PLAY UP THE MIDDLE PART 3**





Action on the field: Runner continues advance and is downed.

Referee: Moves slowly downfield and observes players in his area. If first down has been achieved and no penalty markers are down, signals linesman to have chain crew move the chains.

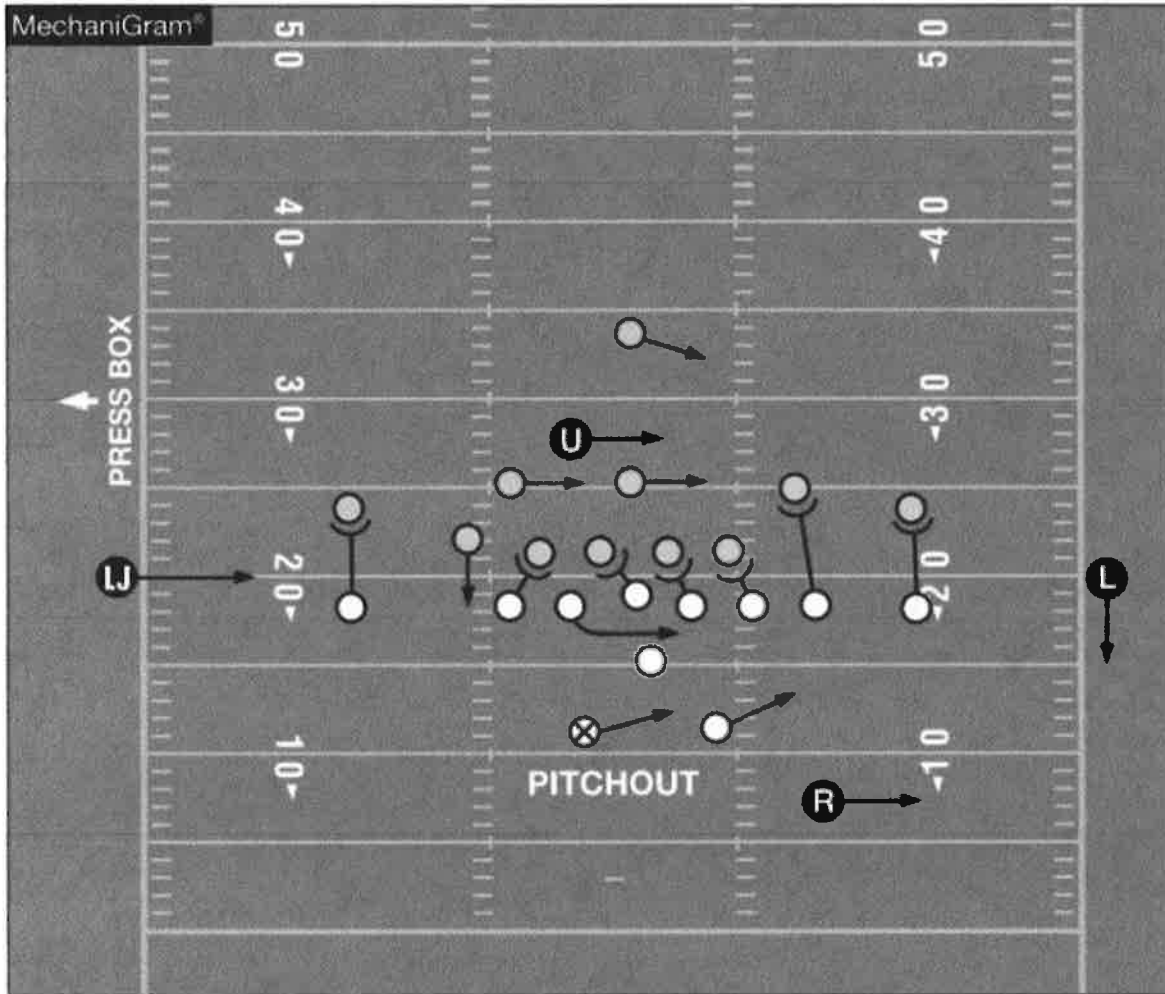
Umpire: Moves quickly downfield and observes action in front of runner. Squares off to mirror spot. Observes players. Sets ball for next down.

Linesman: Moves quickly downfield and observes action around runner. Blows whistle when runner is downed. (If first down is achieved, also gives stop-the-clock signal.) Observes players. Squares off to mark spot of forward progress. If first down has been achieved, gets signal from referee and instructs chain crew to move to spot. Assists chain crew in setting chains for new series.

Line judge: Observes action in front of runner in his area. Squares off to mirror spot of forward progress. Observes players in his area.

### **SWEEP PART 1**





Action on the field: Pitchout to back.

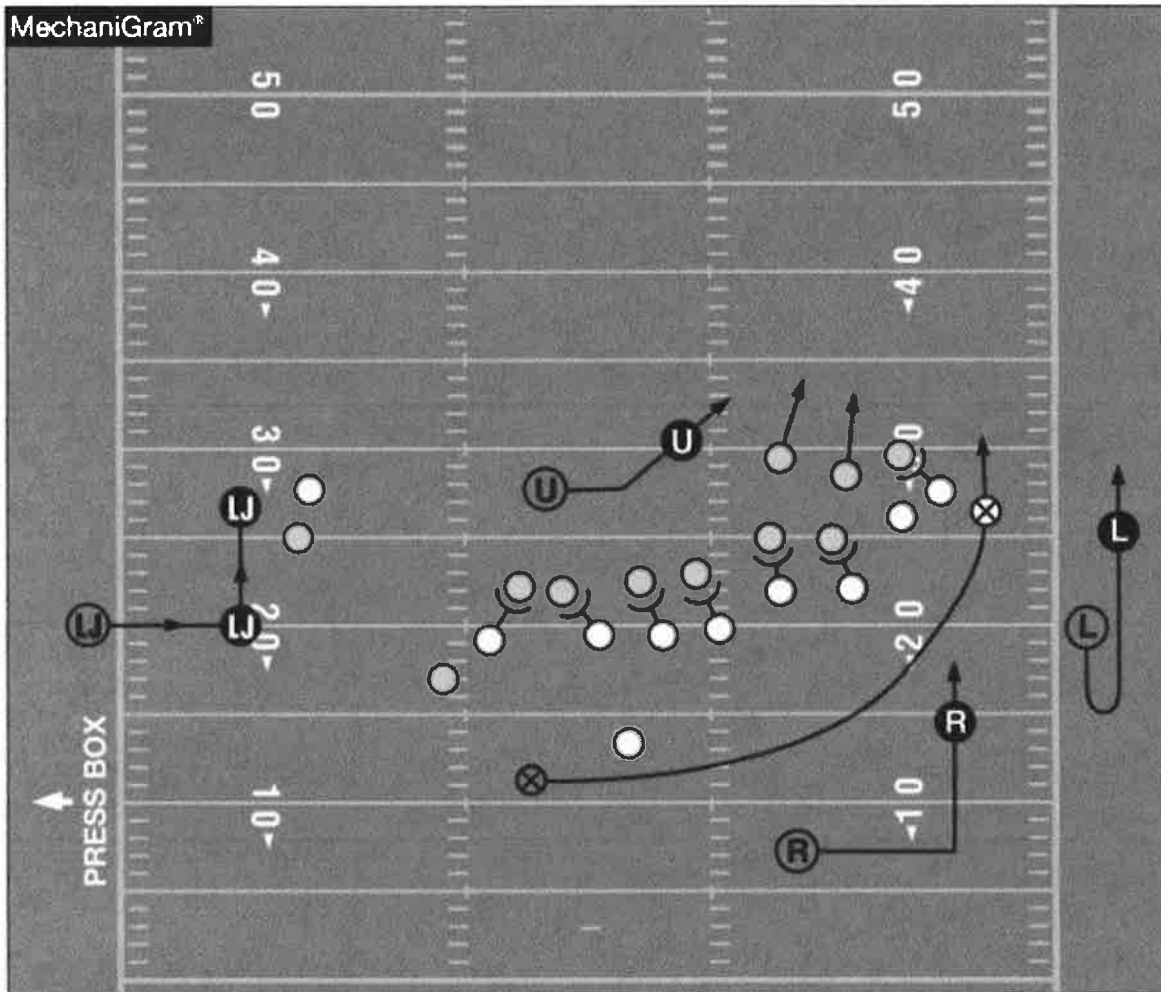
Referee: Reads blocking of left tackle and reads run. Moves with flow of play. Observes runner and action around runner.

Umpire: Reads blocking of pulling left guard and reads sweep. Moves with flow of play. Observes blocking and action in front of runner.

Linesman: Reads blocking of split end and reads run. Steps into offensive backfield. Observes blocking and action in front of runner.

Line judge: Reads blocking of split end and reads run. Moves slowly toward play. Observes blocking and action of players not involved in flow of play.

## **SWEEP PART 2**



Action on the field: Runner advances.

Referee: Gives up coverage of runner to linesman (halo principle). Moves slowly downfield trailing flow and cleans up after the play.

Umpire: Pivots and moves with flow of play. Observes blocking and action in front of runner.

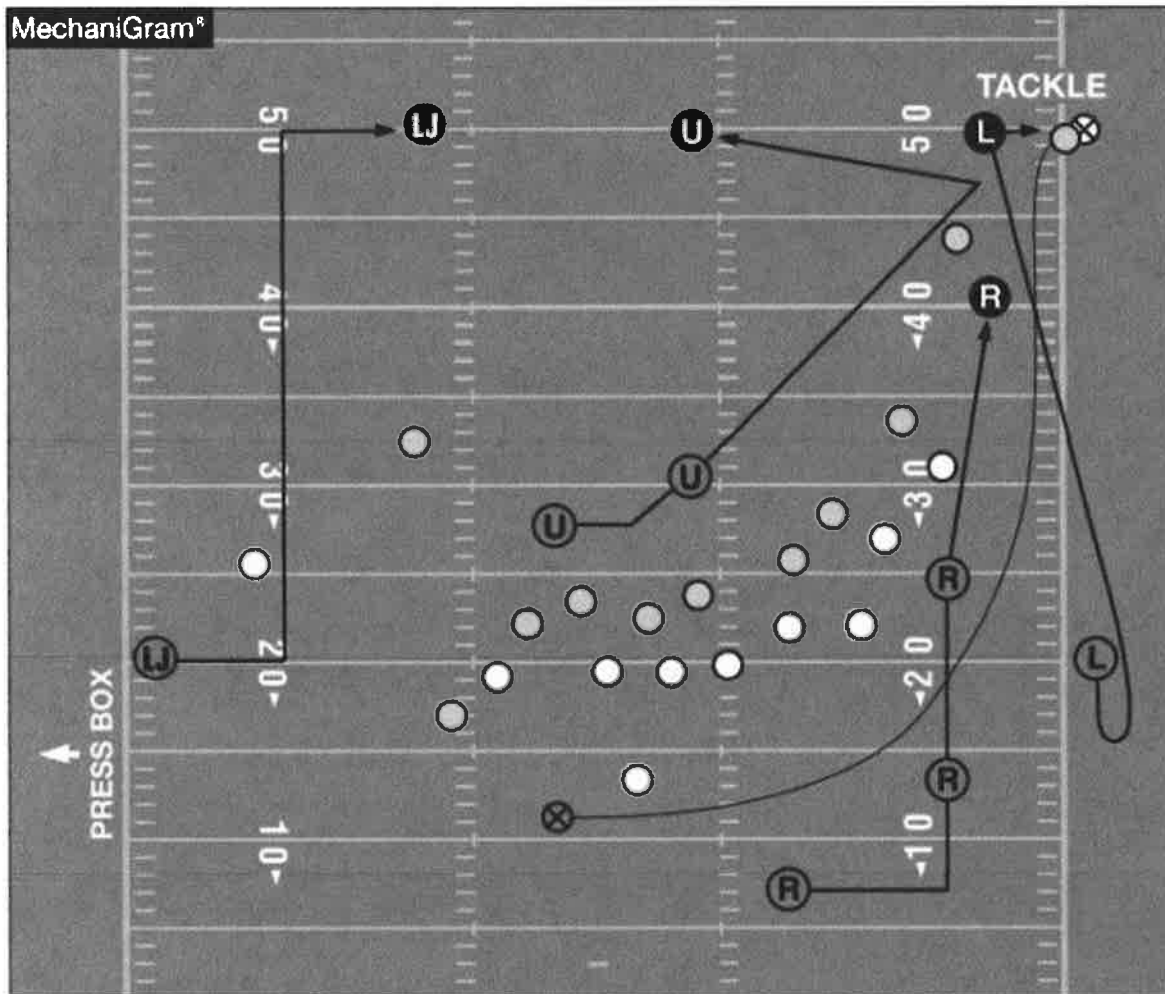
Linesman: Takes coverage of runner (halo principle) and moves up the sideline trailing the runner. Observes runner and action around runner.

Line judge: Moves slowly downfield and cleans up after the play.

# CREW OF FOUR-CHAPTER 8 - COVERAGE

Rate it ☆☆☆☆☆ -

## SWEEP PART 3



Action on the field: Runner continues advance and is downed out of bounds.

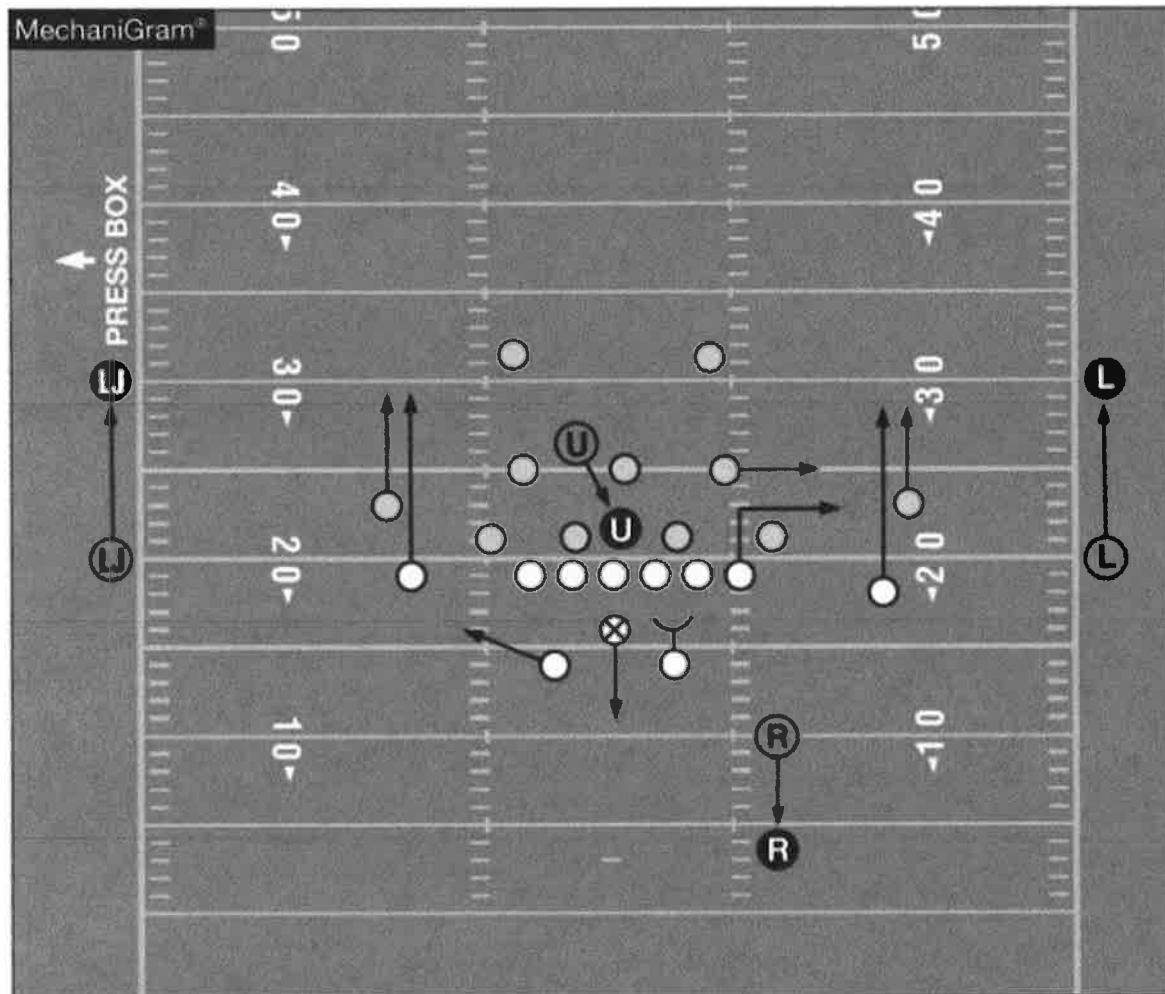
Referee: Moves slowly downfield and observes players in front of the ball. If first down has been achieved and no penalty markers are down, signals linesman to have chain crew move the chains.

Umpire: Moves downfield and observes players in front of the ball. Hustles to deadball spot to prevent post-play action. Once all players have returned to field, hustles to hashmark to set ball for next down.

Linesman: Continues to move downfield and observes runner and action around runner all the way down sideline. Blows whistle and gives stop-the-clock signal when runner steps out of bounds. Uses inside-out look to observe players and squares off to mark spot of forward progress. If necessary, drops beanbag to indicate spot and moves out of bounds to stop post-play action. Holds spot until umpire arrives to set ball for new series. If first down has been achieved, gets signal from referee and instructs chain crew to move to spot. Assists chain crew in setting chains for new series.

Line judge: Moves downfield with flow of play and cleans up after the play. Squares off to mirror spot of forward progress. Observes players in his area. Holds spot until released by umpire.

## DEEP PASS PART 1



Action on the field: Quarterback drops back.

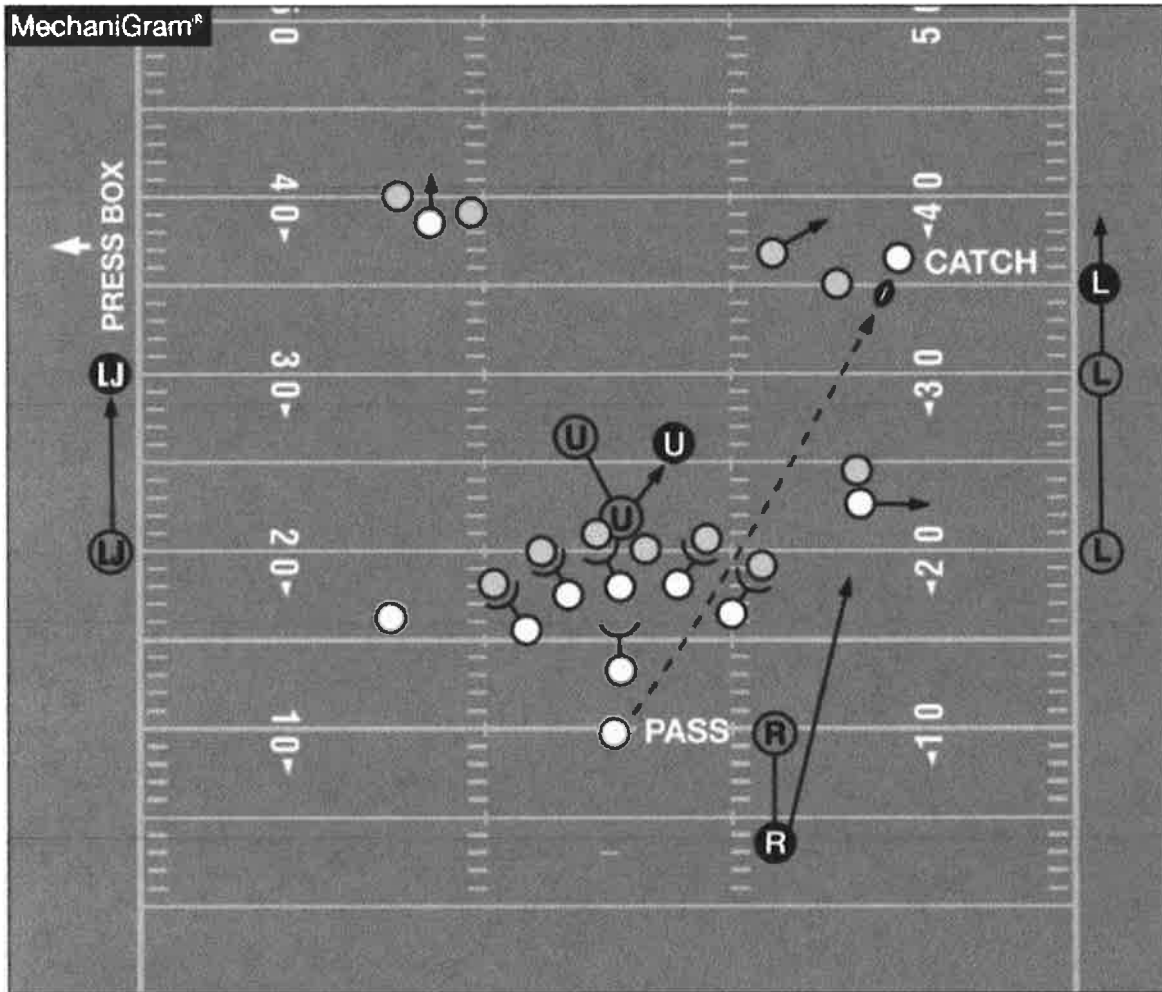
Referee: Keys on opposite-side tackle; reads pass when tackle retreats. As quarterback drops back, moves back to maintain distance between himself and quarterback. Observes blocking by backs.

Umpire: Observes presnap adjustments and legality of snap. Keys on center and guards; reads pass when linemen retreat. Steps up to the line of scrimmage and observes blocking.

Linesman: Identifies the eligible receivers on his side of the field. Uses extended arm signal to alert line judge that end is in offensive backfield. Keys action of tight end and reads pass. Uses shuffle step to move slowly downfield and watches initial contact between receivers and defenders.

Line judge: Identifies the eligible receivers on his side of the field. Keys split end and reads pass. Uses shuffle step to move slowly downfield and watches initial contact between receivers and defenders.

## DEEP PASS PART 2



Action on the field: Runner advances and is downed.

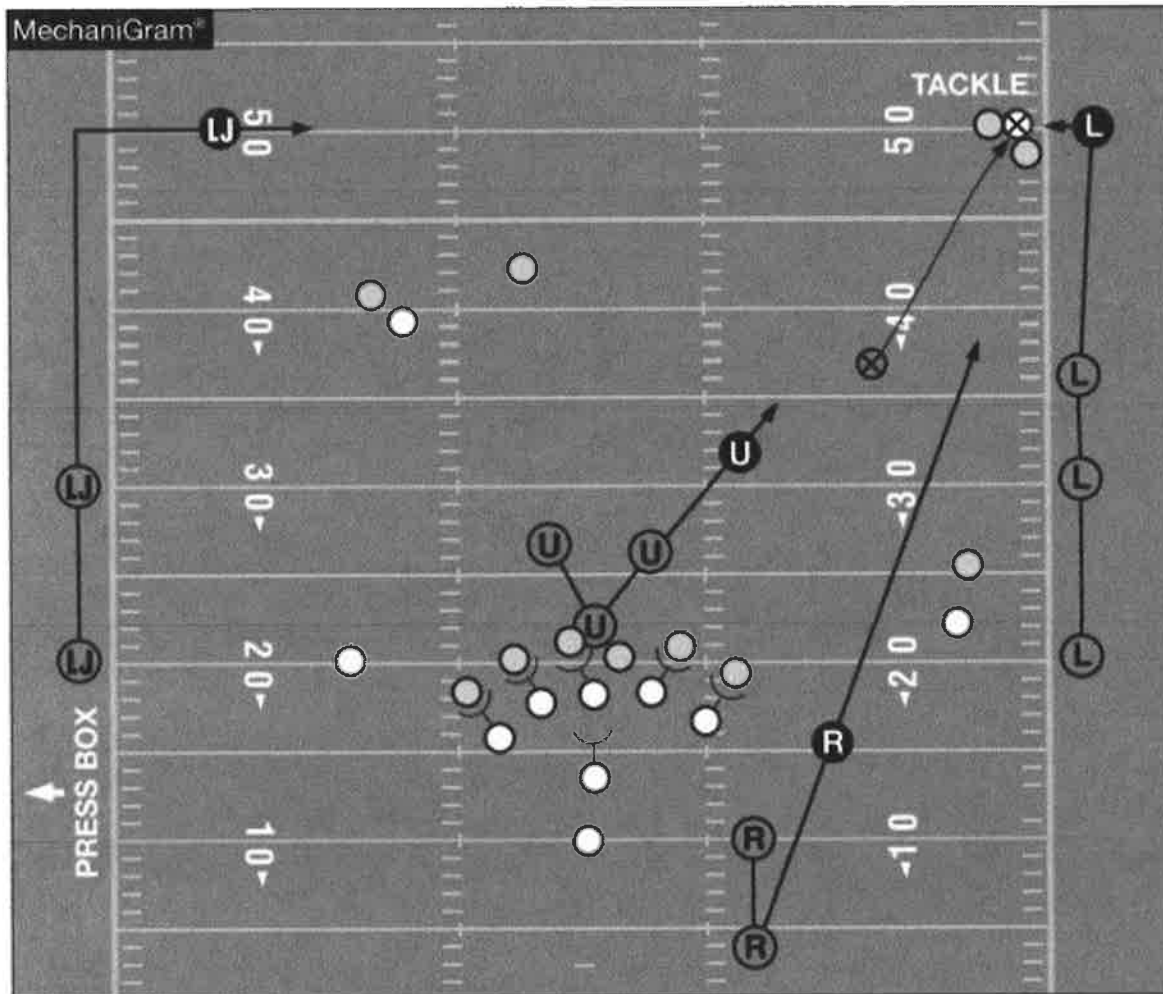
Referee: Moves slowly downfield and observes players in front of the ball. If players land in team area, hustles to sideline to observe action.

Umpire: Moves slowly downfield and observes players in front of the ball. Once spot is established, hustles to hashmark to set ball for next down.

Linesman: Blows whistle when receiver is downed. Gives stop-the-clock signal if first down has been achieved. Squares off to mark spot of forward progress. Observes any players who may land in team area.

Line judge: Continues moving downfield and observes players in his area. Squares off to mark spot of forward progress.

### DEEP PASS PART 3



Action on the field: Runner advances and is downed.

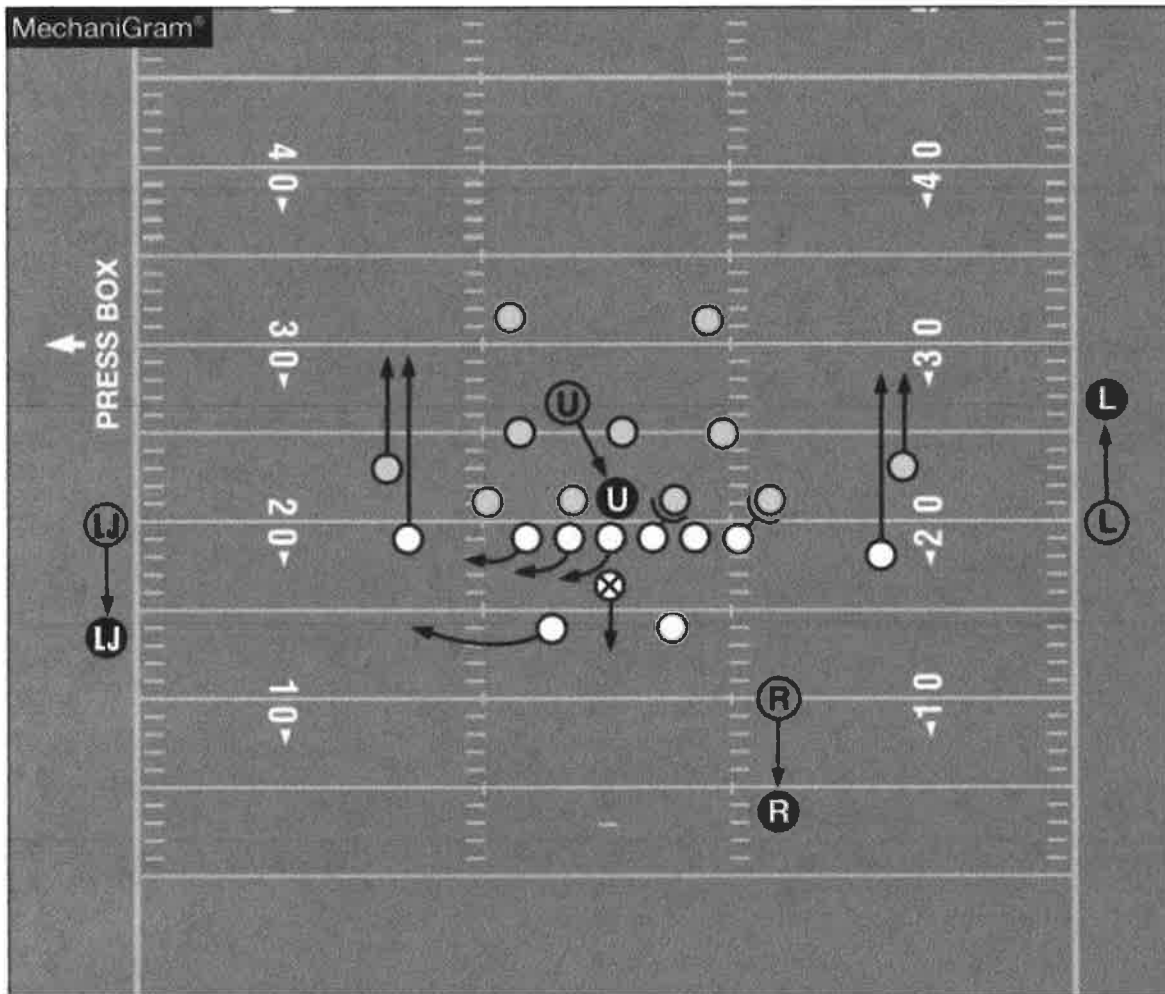
Referee: Moves slowly downfield and observes players in front of the ball. If players land in team area, hustles to sideline to observe action.

Umpire: Moves slowly downfield and observes players in front of the ball. Once spot is established, hustles to hashmark to set ball for next down.

Linesman: Blows whistle when receiver is downed. Gives stop-the-clock signal if first down has been achieved. Squares off to mark spot of forward progress. Observes any players who may land in team area.

Line judge: Continues moving downfield and observes players in his area. Squares off to mark spot of forward progress.

### SCREEN OR PASS TO FLAT PART 1



Action on the field: Quarterback drops back.

Referee: Keys on opposite-side tackle; reads screen or draw when tackle pulls. As quarterback drops back, moves back to maintain distance between himself and quarterback. Observes blocking by backs.

Umpire: Observes presnap adjustments and legality of snap. Keys on center and guards; reads screen or draw when linemen pull. Steps up to the line of scrimmage and observes blocking.

Linesman: Identifies the eligible receivers on his side of the field. Uses extended arm signal to alert line judge that end is in offensive backfield. Reads blocking of tight end and reads run. Moves slowly downfield and watches initial contact between receivers and defenders.

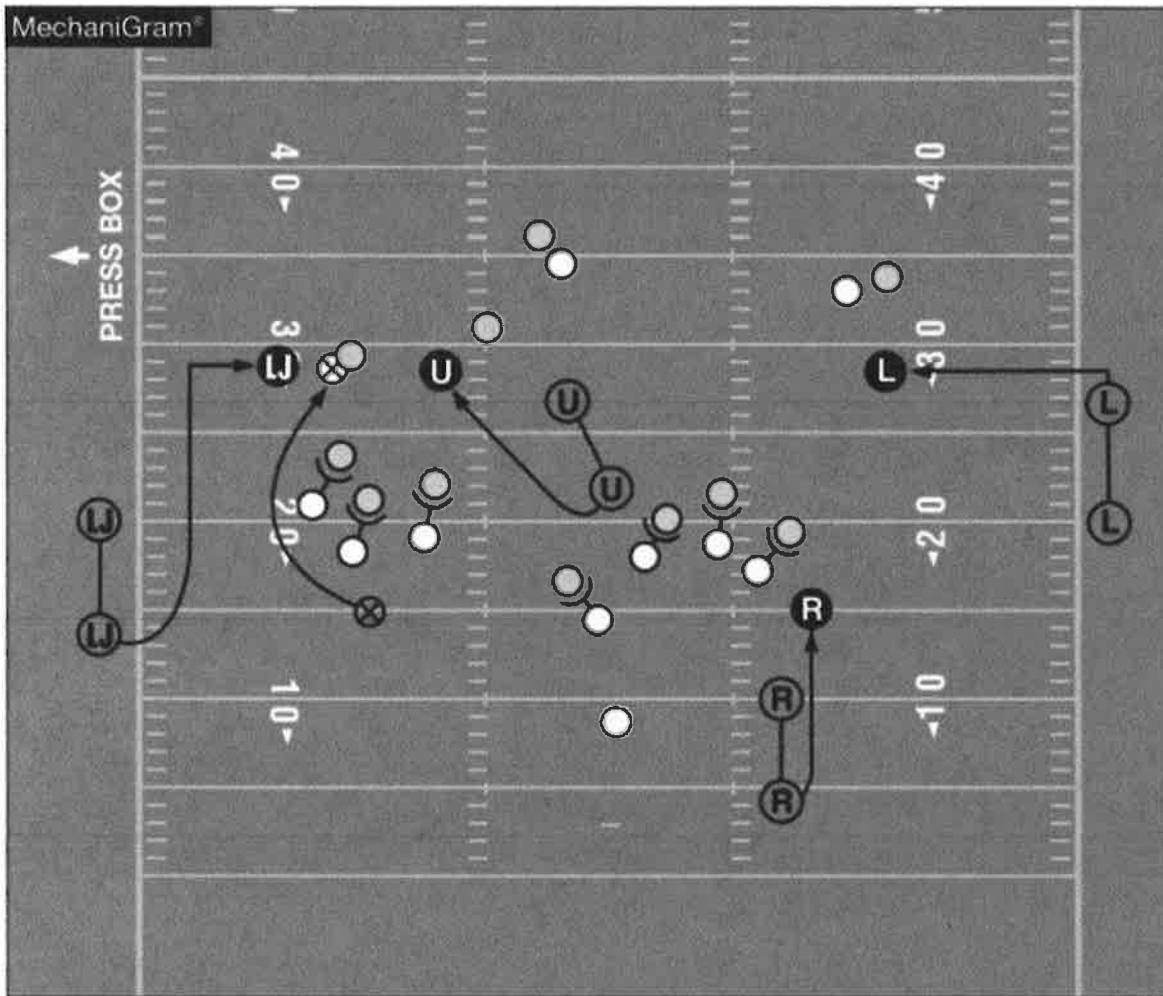
Line judge: Identifies the eligible receivers on his side of the field. After snap, observes initial blocking; reads screen or draw when tackle pulls. Moves into offensive backfield to cover receiver out of backfield.

## SCREEN OR PASS TO FLAT PART 2









Action on the field: Runner continues advance and is downed.

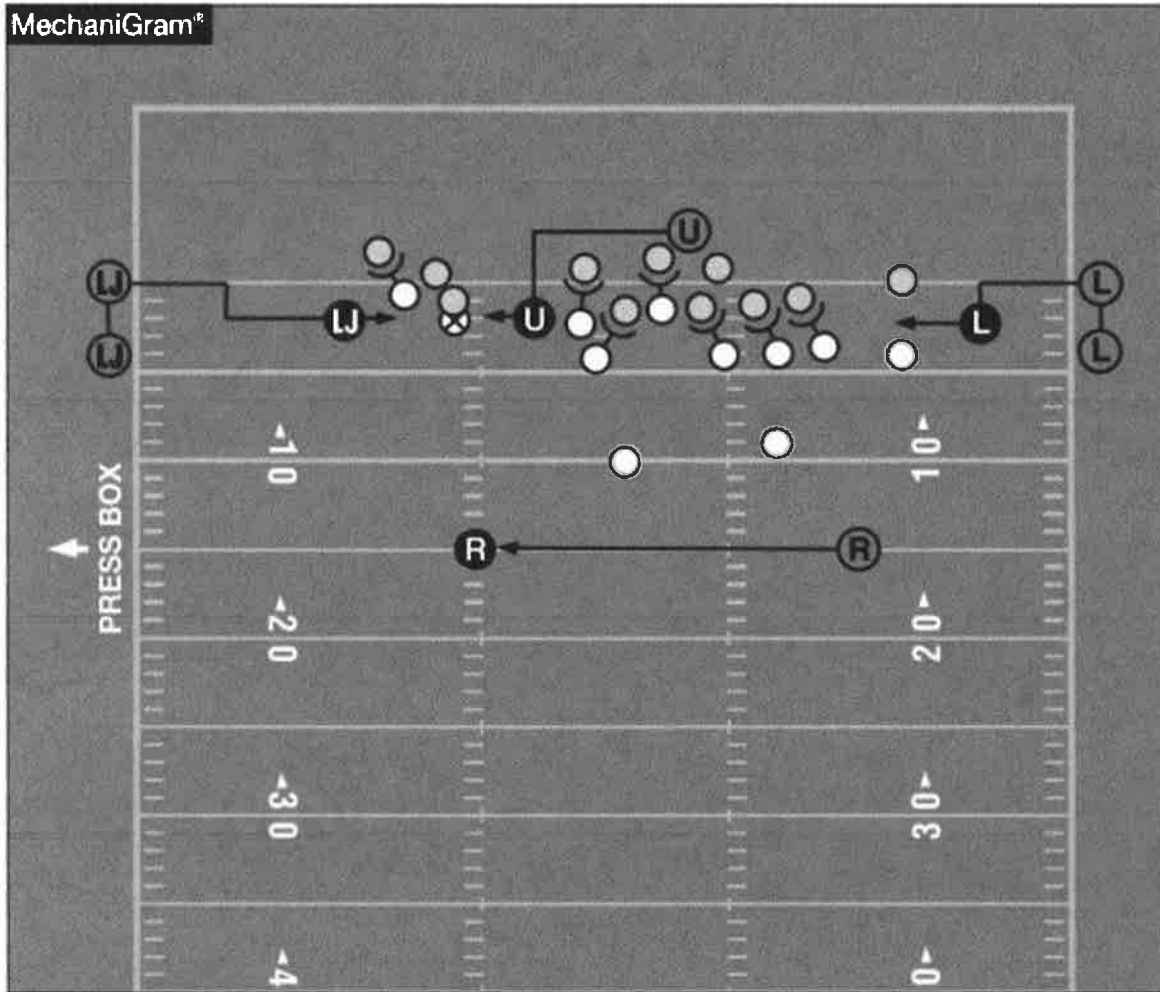
Referee: Moves slowly downfield and observes players in front of the ball.

Umpire: Moves slowly downfield and observes players in front of the ball. When runner is downed, hustles to hashmark to set ball for next down.

Linesman: Continues to move slowly downfield and observes players in his area. Squares off to mark spot of forward progress.

Line judge: Moves downfield with runner. Observes action of runner and players around runner (halo principle). Blows whistle when receiver is downed. Squares off to mark spot of forward progress. Stops clock if first down has been achieved.

### GOALLINE PLAYS: OFFENSE GOING IN



Action on the field: Handoff to back.

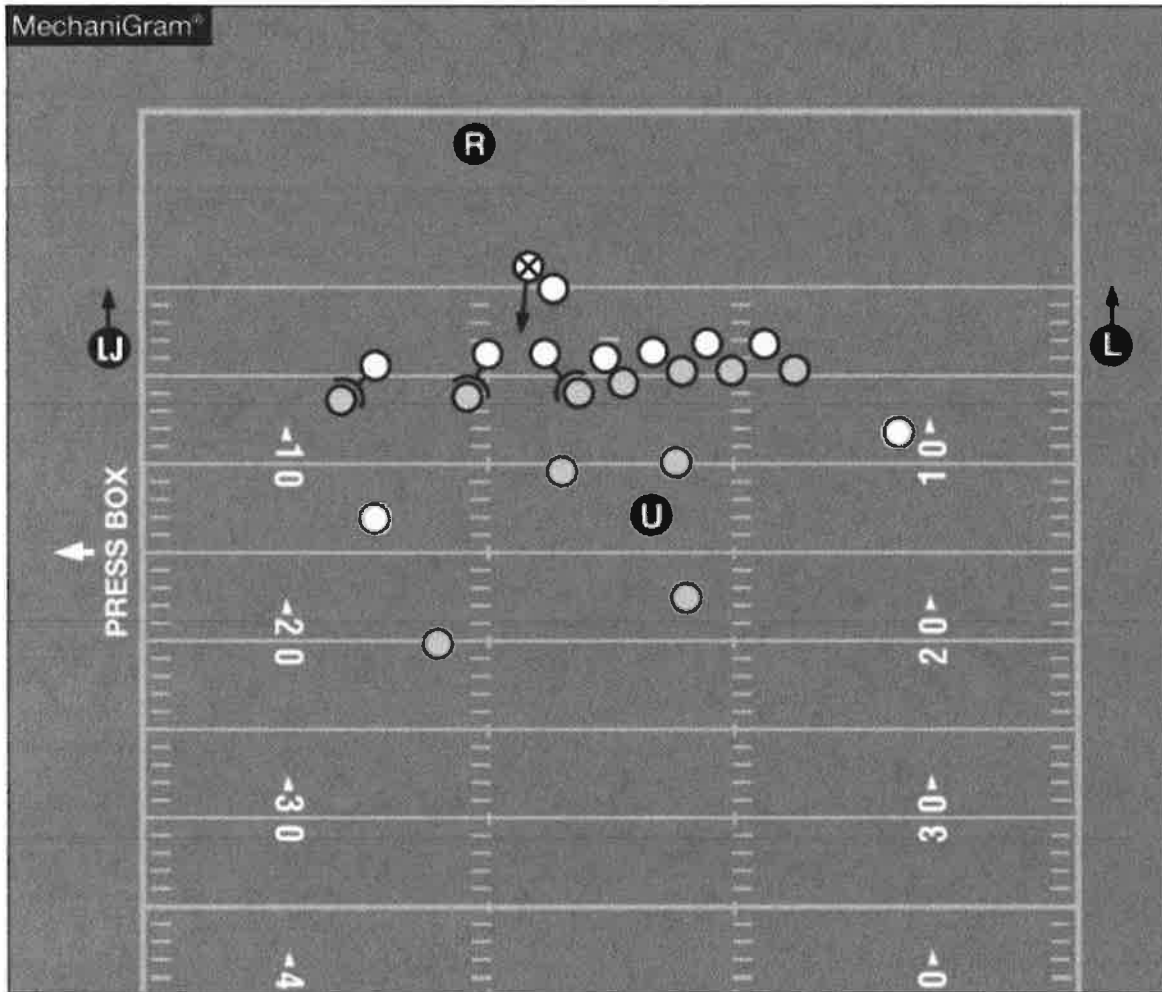
Referee: Reads blocking of left tackle and reads run. Moves with flow of play. Observes runner and action around runner. If run results in a touchdown, observes signal of covering official and signals touchdown to pressbox.

Umpire: Reads blocking of center and right guard and reads run. Determines point of attack and observes blocking there. Moves with flow of play. Observes blocking and action in front of runner.

Linesman: Moves immediately to goalline at snap. Reads blocking of tight end and reads run. Observes initial blocking. If ball in runner's possession breaks plane of the goalline in coverage area, signals touchdown. If runner downed short of goalline, officiates back to the ball and marks progress.

Line judge: Moves immediately to goalline at snap. Reads blocking of split end and reads run. Observes initial blocking. If ball in runner's possession breaks plane of the goalline in coverage area, signals touchdown. If runner downed short of goalline, officiates back to the ball and marks progress.

### GOALLINE PLAYS: OFFENSE COMING OUT



Action on the field: Handoff to running back.

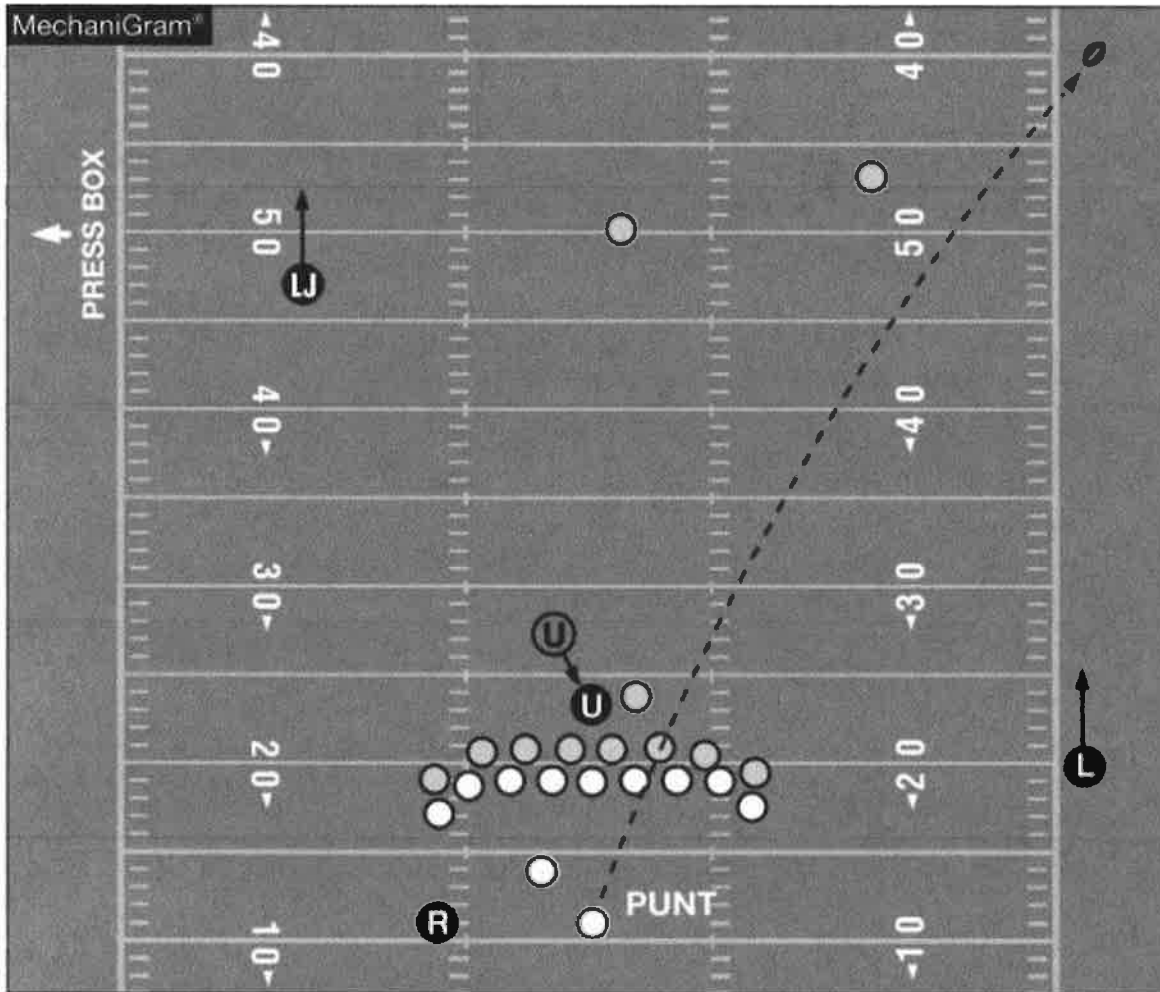
Referee: Reads blocking of left tackle and reads run. Moves with flow of play. Observes runner and action around runner.

Umpire: Reads blocking of center and right guard and reads run. Determines point of attack and observes blocking there. Moves with flow of play. Observes blocking and action in front of runner.

Linesman: Moves immediately to goalline at snap. Observes initial blocking. If runner is in coverage area and is downed in end zone, signals safety. If runner advances beyond goalline, officiates back to the ball and covers play as usual.

Line judge: Moves immediately to goalline at snap. Observes initial blocking. If runner is in coverage area and is downed in end zone, signals safety. If runner advances beyond goalline, officiates back to the ball and covers play as usual.

### SCRIMMAGE KICK OUT OF BOUNDS PART 1



Action on the field: Punt to linesman's side.

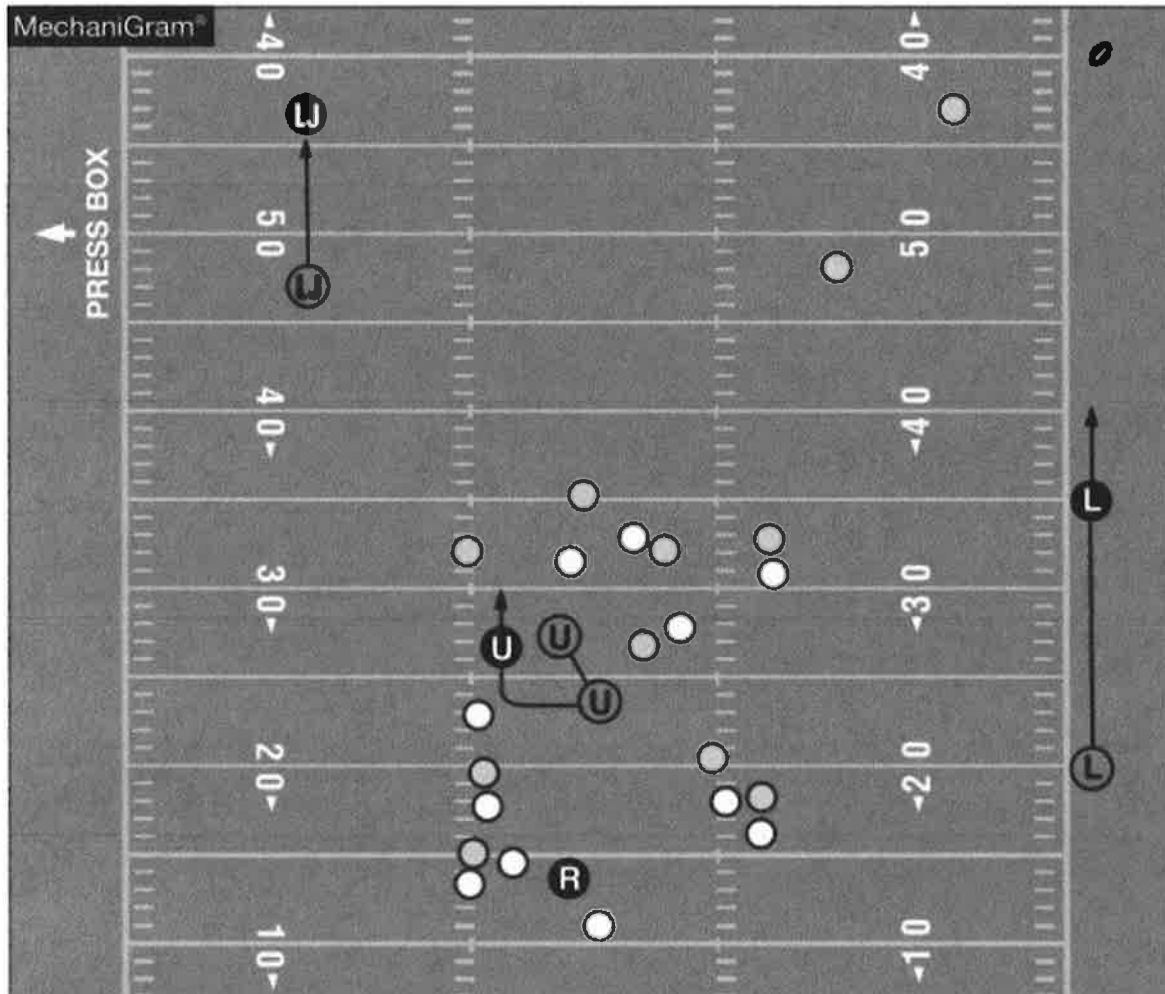
Referee: Observes snap and action around kicker.

Umpire: Moves toward the line at the snap, observing initial charge of linemen and contact on the snapper.

Linesman: Observes initial line charge and remains on the line to rule whether or not the kick crossed the neutral zone. Moves downfield when kick crosses the neutral zone.

Line judge: Observes receivers. Moves downfield when ball flies deeper than receivers.

## SCRIMMAGE KICK OUT OF BOUNDS PART 2



Action on the field: Ball becomes dead out of bounds.

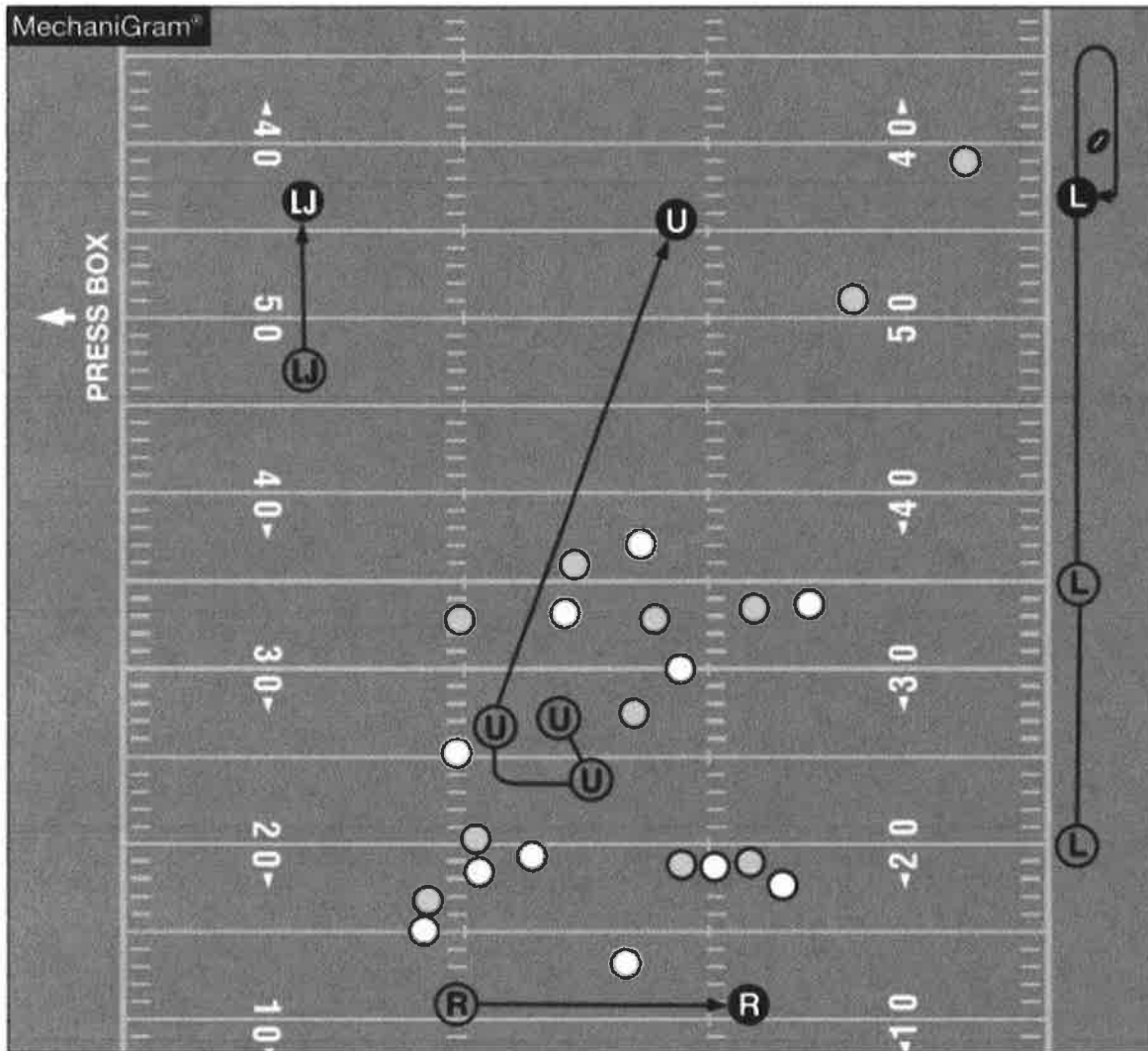
Referee: Observes flight of ball, adjusting position if necessary.

Umpire: Pivots toward the line judge's side of the field, Moves downfield with flow of players and observes players as they move downfield.

Linesman: Moves quickly down sideline, observing action of players moving downfield. Stops clock when he sees ball go out of bounds.

Line judge: Observes action of players in front of ball.

### SCRIMMAGE KICK OUT OF BOUNDS PART 3



Action on the field: Ball spotted for next down.

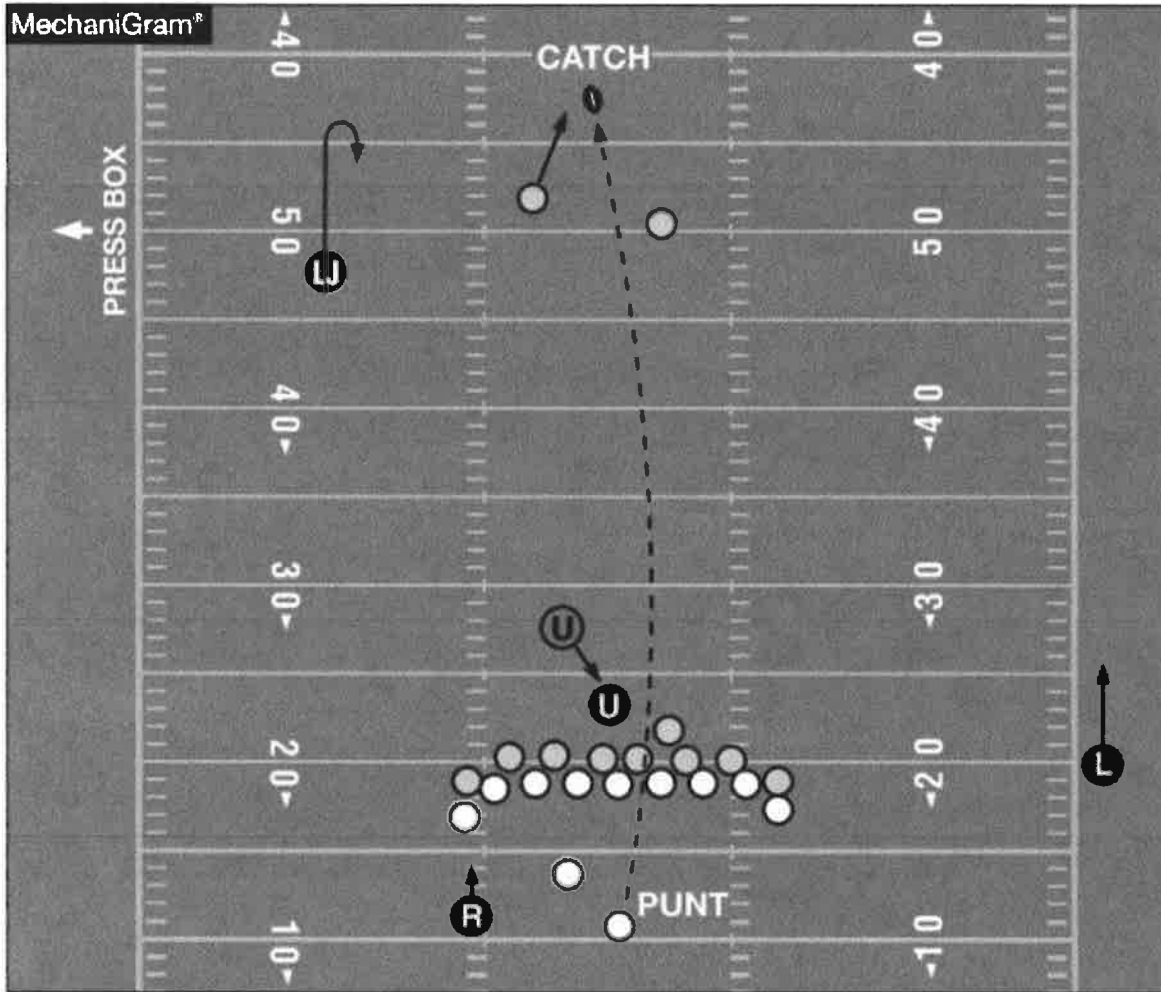
Referee: Moves parallel to line of scrimmage to ensure eye contact with linesman. With arm above head, observes linesman walking toward spot. When linesman reaches spot, drops arm with chopping motion. When certain there are no penalty markers down, signals linesman to move chain crew.

Umpire: Continues to move downfield and observes action of players in his area. Moves to hashmark to set ball for new series.

Linesman: Moves five to seven yards beyond spot where ball apparently went out of bounds, pivots and makes eye contact with referee. Walks slowly toward referee, stopping when referee drops arm with chopping motion. Signals first down for team R. Upon signal from referee, instructs chain crew to move to spot.

Line judge: Observes action of players in front of ball. Squares off and mirrors linesman's spot.

### SCRIMMAGE KICK TO LINE JUDGE'S AREA PART 1



Action on the field: Receiver catches kick in line judge's area.

Referee: Observes snap and action around kicker. Moves slowly downfield with flow of players.

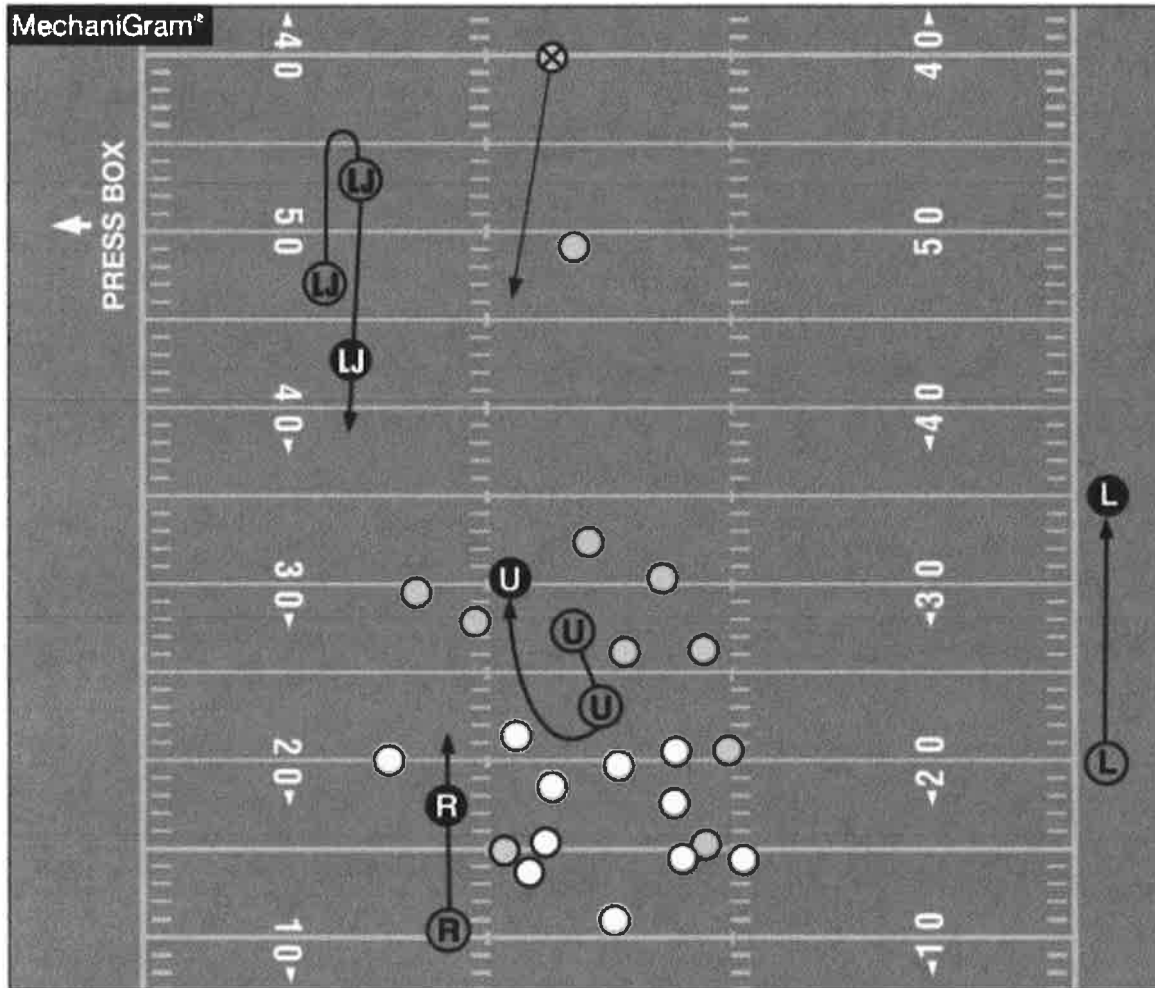
Umpire: Moves toward the line at the snap, observing initial charge of linemen and contact on the snapper.

Linesman: Observes initial line charge and remains on the line to rule whether or not the kick crossed the neutral zone. When ball crosses neutral zone, moves downfield and observes players in his area.

Line judge: Retreats to observe catch. Drops beanbag to indicate spot where kick ended. Moves upfield slightly ahead of runner, observing runner and action in front of runner.

## SCRIMMAGE KICK TO LINE JUDGE'S AREA PART 2





Action on the field: Runner advances.

Referee: Moves slowly downfield and observes action of players in his area.

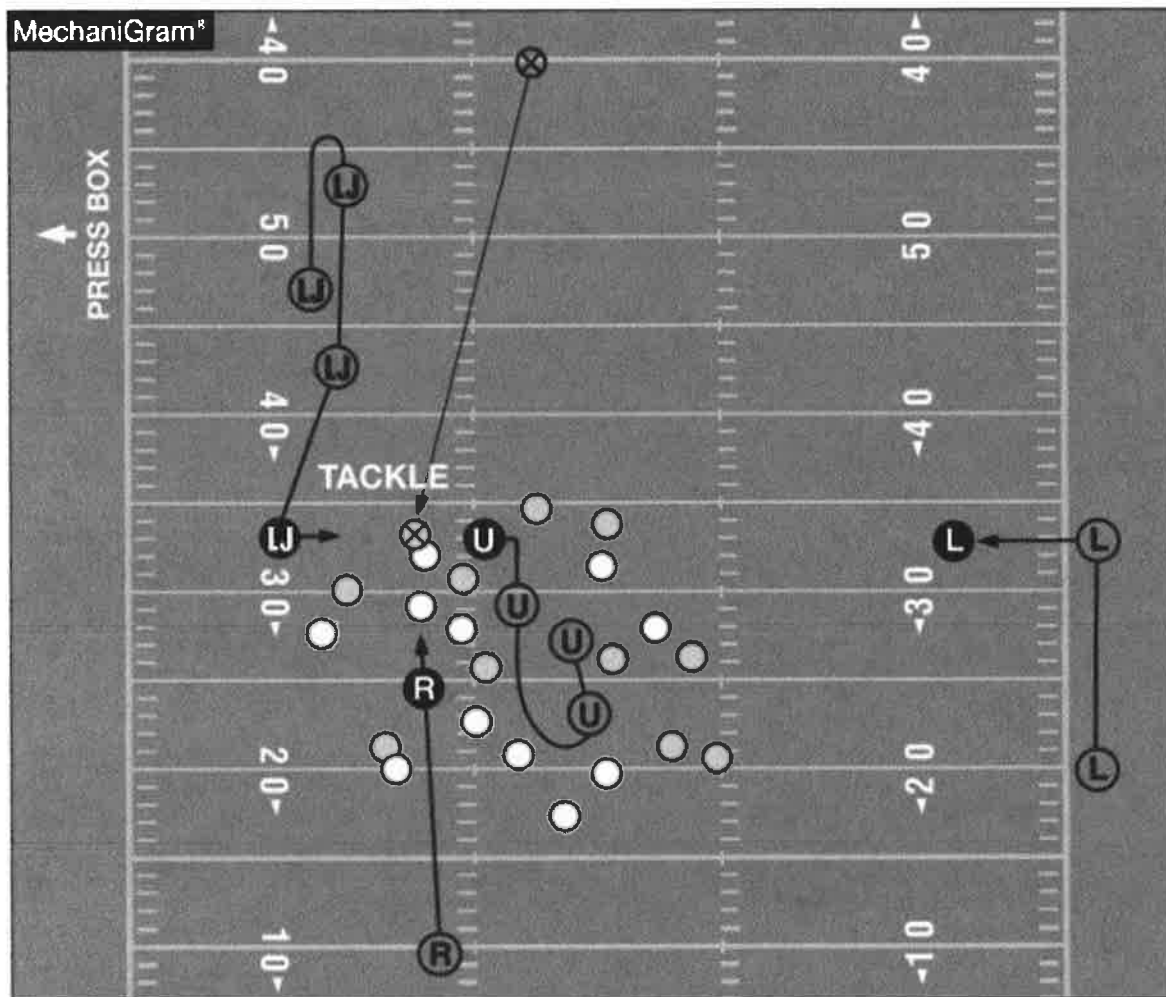
Umpire: Pivots toward line judge's side. Moves with flow of players downfield and observes action of players in his area.

Linesman: Moves down sideline and observes action of players in front of ball.

Line judge: Moves to stay ahead of and observe runner as runner moves upfield. Observes action in front of runner.

### SCRIMMAGE KICK TO LINE JUDGE'S AREA PART 3





Action on the field: Runner continues advance and is downed.

Referee: Moves slowly downfield and observes action of players in his area. Hustles toward dead-ball spot. If no penalty markers are down, signals lineman to have chain crew move the chains.

Umpire: Continues to move downfield and observes players in his area. Hustles to hashmark to set ball for next down.

Linesman: Observes action of players in front of ball. Squares off to mirror spot of forward progress. When runner is downed, practices dead-ball officiating. Upon signal from referee, instructs chain crew to move to spot. Assists chain crew in setting chains for new series.

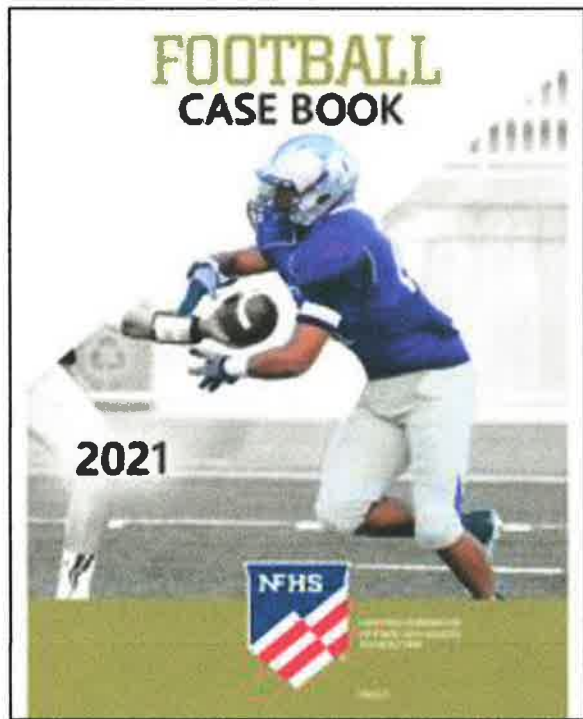
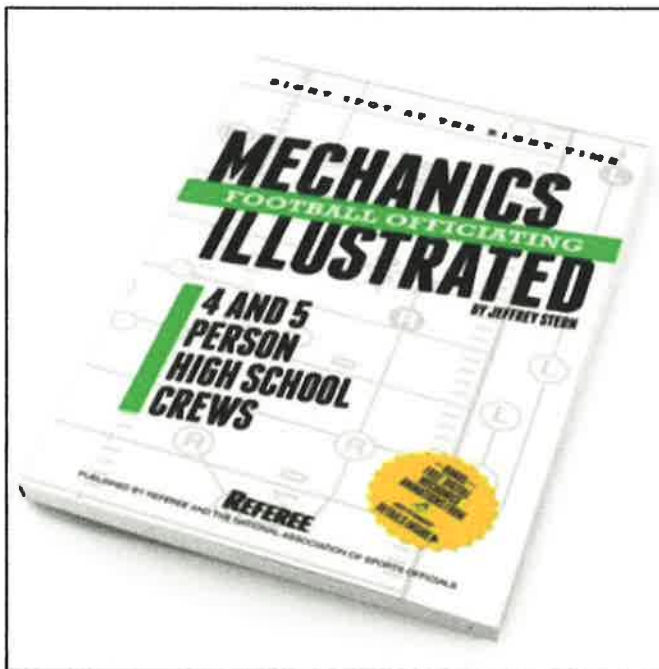
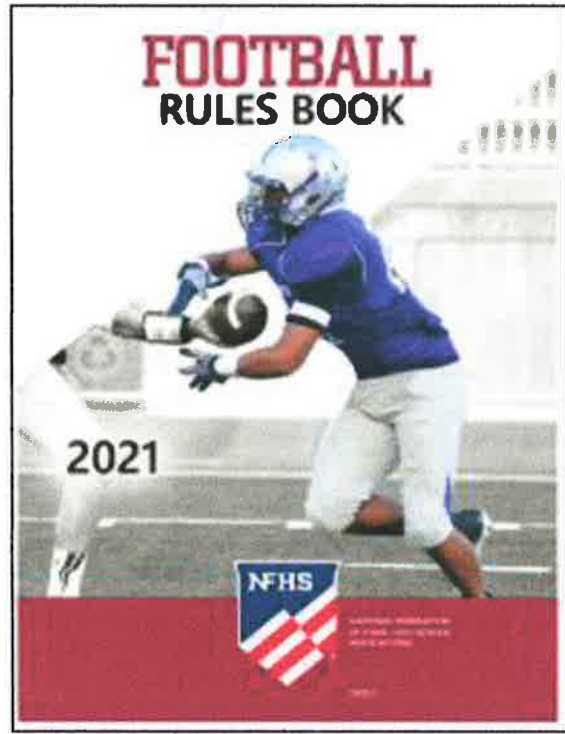
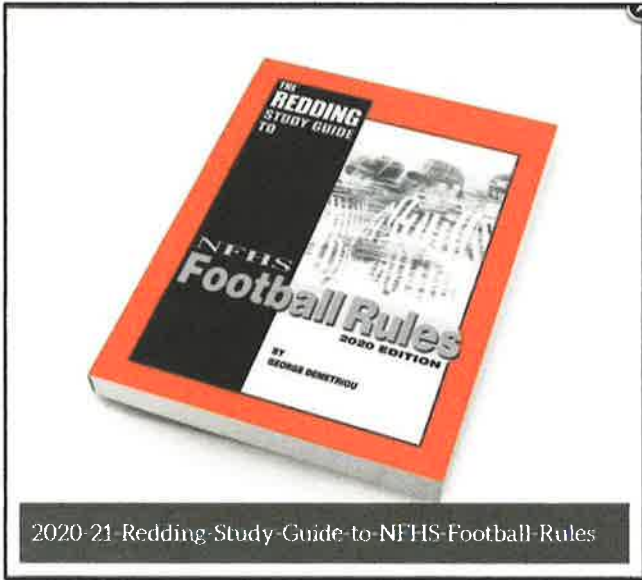
Line judge: Blows whistle and gives stop-the-clock signal when runner is downed. Squares off to indicate spot of forward progress and practices dead-ball officiating. Holds spot until released by umpire.

# Presentation Notes

As your classmate (or a group) presents, take your notes here:

<b>Presenter:</b>	
<b>Topic:</b>	
<b>Key Message:</b> (summarize the key message or theme of the presentation)	
<b>1st point:</b> (summarize the 1st point)	
<b>2nd point:</b> (summarize the 2nd point)	
<b>3rd point:</b> (summarize the 3rd point)	
<b>Important vocabulary:</b> (include list of key vocabulary referenced; if you do not know the term(s), look up and add a definition for the word(s))	
<b>Questions</b> (include any questions you have remaining after the presentation)	

## Recommended Study Materials



## Websites to Use

Website	Purpose
Apfoa.com	Atlanta Peachstate's website
Ghsa.net	Georgia High School Association
Nfhs.org (download App)	National Federation of State High School Assoc
Nfhslearn.com	NFHS learning/knowledge site
Ghsafootballtrainingcenter.weebly.com	GHSA officials training site
Arbiter.com (download App)	Game assignments
Digital.referee.com (download RDP App)	Officials' Mechanics Manual
YouTube channels	GHSA & APFOA
Purchaseofficials.com	Purchase football uniforms & accessories
Smittyapparel.com	Purchase football uniforms & accessories
Naso.org	Sport Officials Advocacy Group



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