

Cumberland Referees Association

Statement of Understanding



Your development as a hockey official depends on you and the effort you put into becoming a better referee.

In the CRA there are a number of programs in place that assist you to improve as an on-ice official. These include:

- The mentorship program.
- The HEO online quiz program.
- CRA monthly meetings and development sessions.
- The supervisions program.
- The CRA website.

Information about meetings, game assignments, on-ice development sessions, changes to procedures, and other relevant information is posted on the CRA website (www.cumberlandrefs.com). You need to check this on a regular basis. Don't depend on getting an email – they are not always sent out. If you miss a meeting or a game that is posted on the website, it is no excuse to say you did not know about it!

In addition, the CRA has a code of conduct posted on our website. You are responsible for reading and following it. In particular:

- You are expected to conduct yourself in a professional manner, both on and off the ice.
- You must follow the CRA dress code when you arrive at / depart from the arena.
- You must arrive at least 30 minutes before the scheduled starting time for each game you are assigned.
- If you are late for, or miss an assignment, in addition to not being paid for that/those game(s), you will also be subject to fines. The fine for missing a game will be the game fee (the amount you would have been paid for that game). This can add up quickly; for example if you miss a set of 2 games and you would have been paid \$20 for each game, your fine will be \$40.
- The CRA monthly meetings and development sessions are mandatory. If you can't make it to a meeting, you must provide written notification to the CRA secretary in advance of the meeting and you must provide a valid reason why you are not able to attend. Failure to do this may result in a fine.
- The CRA monthly meetings include a development session. If you miss the development session, you still must complete the development assignment for that session. Failure to complete the development assignments may result in a fine or suspension.
- The HEO quiz program is also mandatory. See the instructions below on how to access the online HEO quiz program. Failure to participate in this program or failure to achieve a reasonable passing grade on these quizzes may result in fines or suspension from the CRA.

All officials who will be 18 years of age or older during the season must have a valid "**Police Records Check - Vulnerable Sectors Check**" and must have attended a "**Speak Out**" clinic. These must be completed before turning 19 years of age.

**SIGNING BELOW ACKNOWLEDGES THAT I HAVE READ THIS DOCUMENT
AND I FULLY UNDERSTAND ITS CONTENTS.**

NAME: _____

HCOP: _____

SIGNATURE: _____

DATED: _____

HEO QUIZ PROGRAM

The purpose of the Quiz Program is to assist all officials learn the many rules and situations that may be presented to them during the course of the season and throughout their officiating career.

Hockey Eastern Ontario requires that all new officials, since the 2008-2009 season, successfully complete 12 consecutive quizzes (3 years x 4 quizzes). These quizzes are 25 multiple choice questions, open book and officials have a month to complete. An official is allowed to pair up with another official or officials and may complete the quiz together. Every official must submit their own quiz for grading. Once an official has completed the quiz they are no longer allowed to review or change their answers. Once an official has completed 12 quizzes over the three year period, they are no longer required to participate in the Quiz Program.

Quizzes are available for completion at the beginning of November, December, January and February. They can be found on the Total Team Management (TTM) system and they must be completed and submitted before the last day of each month, at which time the Quiz will no longer be available on the website.

The expectation is for each official to achieve a passing grade of 80%.

In District XII, the Director of Mentorship oversees the Quiz Program and new official are paired with mentors to assist them with issues or concerns they may have. Please familiarize yourself with your Mentor and do not hesitate to contact him/her for assistance.

New officials will remain in the Mentorship program until they have graduated from the Quiz Program.

HERE ARE THE GUIDELINES TO FOLLOW FOR THE QUIZ PROGRAM

- All new referees will need to **complete twelve (12) Quizzes with a passing grade of 80%** or more in order to graduate from the Quiz System;
- If you get a grade below 80% on a Quiz, that Quiz will not count towards your successful Quiz total;
- You have from **the start of each month** (that is on the 1st day of every month) until the **last day of the month** to attempt the Quiz for that month;
- The QUIZ SYSTEM allows you to start a Quiz and finish it at any time throughout that specific month. Therefore, you may start the Quiz on a date and finish it on another date. The only restrictions are you can't go back and you must finish the Quiz before the end of the month on which you started that Quiz;
- **Please take your time when completing the Quiz;**
- You are allowed to complete each Quiz with you Rule Book and other supporting material. The only restriction is - YOU must complete each Quiz yourself.
- **If you fail to attempt the Quiz through that specific month**, this will count as a failure and discipline might be applied and/or you might be suspended, resulting in not being assigned further games until you have a successful passing grade on the following Quiz.
 - **REMEMBER, THERE IS ONLY ONE (1) QUIZ PER MONTH**
 - **THE QUIZ CANNOT BE STARTED BEFORE THE START OF THE MONTH**
 - **THE QUIZ CANNOT BE COMPLETED AFTER THE END OF THE MONTH**
 - **FAILURE TO ATTEMPT A QUIZ MAY RESULT IN DISCIPLINE, INCLUDING SUSPENSION**

HOW TO ACCESS THE HEO QUIZ PROGRAM:

In order to access the Quiz Program, you will need to login to the Total Team Management (TTM) system at <http://heominor.myttm.ca/>. When signing in for the first time, you will need to:

- Enter User ID, which is the email address on the CRA website
- First Time users (or if you have forgotten your password), request a password reset by clicking "Don't Know my Password" (don't forget to enter the "User Challenge" pattern), and follow the instructions sent to your email address.
- Once back in TTM, reset your password.
- If at the TTM home page, click on the **Quiz Program** button, or in the navigation bar. In the Left Pane, click on the arrowhead beside the current month's quiz and then click "Begin Quiz".

Good luck / Bon Chance with your Quizzes!