

## Becoming a Deputy Judge

Apply to Regional Judges representative in writing (if application is made via SJI office it is referred to Regional Judges Representative) who will take to the SJI Regional committee for verification. On Approval the Regional Representative recommends that applicant:

- a) apply for GARDA vetting and PSNI vetting
- b) apply for Child Protection Safeguarding 1 course

On approval and receipt of a) and b) above the Judges Regional Representative requests SJI to add them to the judges list as Deputy judge. At this point, the applicant pays their membership fee if they are not already a registered member with SJI for that year.

The applicant becomes a registered Deputy Judge and will be forwarded a logbook and rule book and have their details submitted to the SJI National Judges Committee and The National Education Advisor for their inclusion in the next Deputy Judge introduction course.

### The Deputy Judges Introductory Course:

At Least six two hour sessions (via zoom/live - four early spring, one mid-summer and one early fall ) on the following aspects involved in judging

- Responsibility of a judge and respect for Seniority
- completion of marking sheet
- discussion on the most frequently used article numbers
- uploading results to SJI live
- use of the bell
- using the clock & stop watches and the importance of back-up stopwatch (and the recording of same)
- walking the course and what to look out for during same
- stewarding talk on tack requirements, testing procedures etc.
- importance of safety in all aspects of show jumping

As well as judging in their own region as often as possible, it is hoped BUT NOT REQUIRED, that each deputy judge will be provided with the opportunity of judging multiple times over a 12-18 month period to judge with a National/Senior National Judge from outside their own region (this need not be at a Grand Prix show, it can be a league show). These appointments will be organised for them by The National Educational Advisor in conjunction with the candidate's Regional Judges Representative. From each of these appointments the deputy judge will be provided with feedback from the appointed senior judge on the day who will forward their comments to the Regional Judges Representative and The National Educational Advisor

## Upgrading from Deputy to Judge

On meeting the criteria for upgrade as outlined in the **Current Rulebook Appendix 9** – the deputy judge submits their:

- logbook, with all information requested included and signed at each venue by the senior judge in the box, to the National Judges Committee for approval.

At this point:

- the National Judges Committee will carry out a random check on SJlive to verify judges' participation at stated events.
- the SJI Office will check that GARDA Clearance, PSNI Clearance, and Child Protection certification are up to date and the date of attendance of their most recent judge's seminar.

On approval candidates will be notified by the SJI office that their name has been put forward for Deputy Judge to Judge exam and will be contacted by The Regional Judges Representative and/or The National Educational Advisor and will be provided with information on their upcoming exam which will take place within 4-6 weeks of approval.

Prior to the exam the Regional Judges Representative and/or The National Educational Advisor will provide the approved candidates by Zoom/live multiple sessions, to include:

- Details of the exam breakdown and mark allocation. (see below)
- Access to Past exam papers at the appropriate level
- Access to sample answers to questions on past papers at the appropriate level
- Coaching on dealing with objections and complaints
- Arrangements for Practical Assessment at appropriate show within their region
  - Practical assessment to cover:
    - Course Walk
    - Calling
    - Completion of a marking sheet and Recording in SJI Live Live
    - Timing, Bell & importance of back up watches & Recording stopwatch times
    - Written element of 30-40 minutes on the fundamental rules of the association

Candidates with disabilities such as:

- Dyslexia will be provided with a reader on producing professional certification of same for their written exam.
- Mobility issues of a candidate will be facilitated on producing professional certification of same for the course element of the exam.

## Judge to National Exam

On meeting the criteria for upgrade as outlined in the **Current Rulebook Appendix 9** – the judge submits their:

- logbook, with all information requested included and signed at each venue by the senior judge in the box, to the National Judges Committee for approval.

At this point:

- the National Judge's Committee will carry out a random check on SJLive to verify judges' participation at stated events.
- the SJI Office will check that GARDA/PSNI Clearance and Child Protection certification are up to date and the date of attendance of their most recent judge's seminar.

On approval candidates will be notified by the SJI office that their name has been put forward for the Judge to National Judge exam and will be contacted by The National Educational Advisor, as requested by the National Judges Committee, and will provide the candidates with information on their upcoming exam by multiple Zoom/Live sessions.

The Advisor of Education to the National Judges Committee will provide approved candidates with:

- Details of the exam breakdown, marking Scheme, and mark allocation. (see below)
- Access to Past exam Papers at the appropriate level
- Access to Sample answers to questions on past papers at the appropriate level
- Access to a Pre-exam course in person/zoom to aid their preparation 4 weeks before the written exam.
- Arrangements for Practical Assessment at appropriate show outside their region
  - Practical assessment to cover:
    - Course Walk
    - Calling
    - Timing, Bell & importance of back up watches & Recording stopwatch times
    - Filling out score sheet, calculating competitor's score, and recording in SJ Live
    - Dealing with Objections
    - Ability to act as Ground Jury President if required.
    - Protocols- changing time allowed (when to change, where changes need to be made etc).
- Arrangements for written Exam covering all elements of Practical Judging, SJI Rules & Regulations

**After the exam** each Candidate, irrespective of their result should be provided with the opportunity to:

- view their paper,
- view the marking scheme, and be provided with appropriate written feedback from The National Educational Advisor in conjunction with the National Judges Committee within 14 days of receiving their exam results.
- If still not happy, at this point, they can appeal the result within 14 days and have it reviewed by another Senior Judge appointed by the National Judges Committee.

Exam breakdown and allocation of marks:

- Course Walk and questions associated with same (10%)
- Carrying out duties in Judges Box (30%)
- Written Exam (60%) 2hrs duration – with a mix of short questions in multiple choice format/True or False format/ fill in the blanks format, and long questions dealing with situation

Candidates with disabilities such as:

- Dyslexia will be provided with a reader on producing professional certification of same for their written exam.
- Mobility issues of a candidate will be facilitated on producing professional certification of same for the course element of the exam.

Judge to National exam will be scheduled twice yearly:

- in May/June – deadline for logbook submissions for this exam sitting will be 1<sup>st</sup> Friday in March, with practical exam in May and written early June.
- in Sept/Oct – deadline for logbook submissions for this exam sitting will be 1<sup>st</sup> Friday in July, with practical exam in Sept and written early Oct.

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## National to Senior National

On meeting the criteria for upgrade as outlined in the **Current Rulebook Appendix 9** – the judge submits their

- logbook, with all information requested included and signed at each venue by the senior judge in the box, to the National Judges Committee for approval.

At this point

- the judges committee will carry out a random check on SJlive to verify judges' participation at stated events.
- the SJI Office will check that GARDA/PSNI Clearance and Child Protection certification are up to date and the date of attendance of their most recent judge's seminar.

On approval candidate will be notified by the SJI office that their name has been put forward for the National Judge to Senior National Judge's exam and will be contacted by The National Educational Advisor, as requested by the National Judges Committee, who will provide the candidates with information on their upcoming exam by multiple Zoom/Live sessions.

The National Educational Advisor will provide approved candidates with:

- details of the exam breakdown and mark allocation. (see below)
- access to Past exam Papers at the appropriate level
- access to Sample answers to questions on past papers at the appropriate level
- access to a Pre exam courses in person/zoom to aid their preparation 4 weeks before the written exam.
- Arrangements for **TWO** Practical Assessments at appropriate shows (one Horse Show and one pony show)
  - Practical assessment to cover:
    - Course Walk and course design
    - Calling
    - Timing, Bell & importance of back up watches & Recording stop watch times
    - Filling out score sheet, calculating competitor's score, and recording in SJI Live
    - Dealing with Objections
    - Appeals procedure and protocols
    - Protests- protocol
    - Ability to take act as Ground Jury President.
    - Protocols- changing time allowed (when to change, where changes need to be made etc).
- Arrangements for written Exam covering all elements of Practical Judging, SJI Rules & Regulations in the SJI office

**After the exam** each Candidate, irrespective of their result should be provided with the opportunity to:

- view their paper,
- view the marking scheme, and be provided with appropriate written feedback by the National Educational Advisor in conjunction with the National Judge's Committee, within 14 days of completing the written element of the exam.
- If still not happy, at this point, they can appeal the result within 14 days and have it reviewed by another Senior Judge appointed by the National Judges Committee

Exam breakdown and allocation of marks:

- Course Walk and questions associated with same 2 x 5% (10%)
- Carrying out duties in Judges Box 2 x 15% (30%)

Success Criteria:

80% +	Pass
75 – 79%	Interview/Practical as seen appropriate by exam coordinator and his/her team.
< 75%	Resit next scheduled exam, after fulfilling the criteria stated in the exam feedback.

Where a National Judge has successfully passed their exam, they will immediately be upgraded to Senior National Judge.

Candidates with disabilities such as:

- Dyslexia will be provided with a reader on producing professional certification of same for their written exam.
- Mobility issues of a candidate will be facilitated on producing professional certification of same for the course element of the exam.

National to Senior National exam will be scheduled twice yearly:

- in May/June – deadline for logbook submissions for this exam sitting will be 1<sup>st</sup> Friday in March, with practical exam in May and written early June.
- in Sept/Oct – deadline for logbook submissions for this exam sitting will be 1<sup>st</sup> Friday in July, with practical exam in Sept and written early Oct.