



# GIRLS GYMNASTICS MEET REFEREE GUIDE

**INCLUDES DUTIES AND RESPONSIBILITIES FOR ALL  
GYMNASTICS OFFICIALS**

**VAULT**

**UNEVEN BARS**

**FLOOR EXERCISE**

**BALANCE BEAM**



**Published October, 2018**

# GYMNASTICS MEET REFEREE GUIDE

## INTRODUCTION

The Gymnastics Meet Referee Guide is being provided to assist MHSAA registered gymnastic officials who are contracted to serve as a meet referee. This Guide provides the opportunity to review expectations, requirements and responsibilities of an interscholastic meet referee which include inspecting and measuring equipment to verify specifications; conferring with other officials for consistency in scoring; accepting written inquiries from coaches and verifying meet results. Additional responsibilities are included in this Guide.

## REFERENCE MATERIAL

A meet referee, as well as all gymnastics officials, must be knowledgeable of the rules provided in the current National Federation of State High School Associations Gymnastics Rule Book, the Rule Book Insert provided by the MHSAA, all interpretations provided on the MHSAA website and the current MHSAA Officials Guidebook. All of these materials should be carried with you to all meets.

## REGISTERED MHSAA GYMNASTICS OFFICIAL

The following information is taken, in part, from the current edition of the MHSAA Officials Guidebook. The Officials Guidebook, received during the annual registration process, is a must to review and should be a part of your reference materials.

### Registration

A gymnastics official who works interscholastic contests, must be registered for the current year with the MHSAA in the sport of gymnastics. A meet referee is a gymnastics judge with special duties. A meet referee who works interscholastic contests, grades 7-12, must also be registered for the current year with the MHSAA in the sport of gymnastics.

### Uniform and Officials Emblem

Officials of girls gymnastics are required to wear a solid white top and solid black skirt, dress or slacks. Any additional garments should be black. Officials must wear their MHSAA officials emblem on the left chest pocket area of the blouse/shirt or coat/blazer or display the emblem in a clear vinyl badge holder with a black lanyard.

### Rules Meeting Attendance

Officials must attend a face to face or an online rules meeting. They are arranged for the purpose of reviewing prior rules, explaining new ones, and providing consistent interpretations of the difficulties which are most often questioned. Face to face meetings are also a good place to get acquainted with fellow officials and coaches.

### MHSAA Tournament Selection

Invitations for the MHSAA tournament occur prior to the tournament and are done by MHSAA Committee. In order to be considered for tournament judging or a meet referee position, an official must be registered, must have submitted a schedule and must have attended the current year's MHSAA Gymnastics Rules Meeting. In addition, recommendations are sought from every varsity gymnastics coach and gymnastics associations to determine the officials they feel are highly qualified in selective events and should be considered for MHSAA tournament judging.

Gymnastics officials who wish to officiate at the MHSAA Final Tournament are expected to attend at least one judging clinic offered by the Michigan Gymnastics Coaches and Judges Association (MIGCJA) or any other judging clinic approved by the MHSAA prior to the end of the current gymnastic season.

## CODE FOR ATHLETIC OFFICIALS

(From MHSAA Guidebook, p. 1)

1. Register with the MHSAA each year on a timely basis (by deadline) and attend all required meetings. Work no interscholastic contests with officials who do not hold current registration in the sport.
2. Join and actively participate in an "Approved Association" for officials.
3. Accept contracts for and officiate only contests for which you are qualified and experienced. Execute and honor contracts in a timely and ethical manner. Complete reports and follow-up all obligations resulting from a contest.

4. Be prepared, physically and mentally, to officiate according to the principles and philosophy promoted by the MHSAA.
5. Use of tobacco products including e-cigarettes or other devices of any kind within sight of players and spectators and use of alcohol during a contest or at any time before it on the day of the contest is prohibited.
6. Cultivate professional relationships with partners, players, coaches, administrators and spectators. Refrain from comment to the media.
7. Commit to a personal lifestyle which avoids sexual misconduct, use of illicit drugs, and public abuse of alcohol and will not in other ways impinge upon your perception in the community to fulfill the obligations and standards of the MHSAA "Code for Athletic Officials."
8. Officiate according to the rules and manuals adopted for MHSAA competition. Admit and correct one's own errors, hold to correct but unpopular decisions, and support the decisions of other officials.
9. Exercise self-control at all times. Guard against baiting or taunting which may generate a loss of poise or demeanor which can erode the professionalism expected of officials in even the most difficult circumstances.
10. Hold to and maintain the basic tenets of officiating which include honesty, integrity, neutrality, respect, sensitivity, professionalism, discretion and tactfulness.

## **DUTIES AND RESPONSIBILITIES FOR ALL GYMNASTICS OFFICIALS**

### **Pre-Meet**

- Prepare both physically and mentally for the contest.
- At least one day prior to the meet, confirm your attendance with the athletic director (email works).
- Review your contract closely for the start time.
- Plan and prepare your judging attire.

### **Meet Arrival**

- Arrive one half-hour prior to contracted start time.
- Be certain that you are dressed in proper uniforms with emblem.
- Identify yourself as an official to the athletic director.
- Introduce yourself to the other judges.
- Ask coaches if they have any questions.
- Take reasonable steps to educate yourself in the recognition of emergency conditions that might arise.
- Act professionally while waiting for the meet to start.

### **During the Meet**

- Comport yourself in a manner consistent with the high standards of the profession. Be mindful that your conduct influences the respect that athletes, coaches and the public hold for the profession.
- If you have questions – ask.
- Know the rules and work together with the other judges.

### **After the Meet**

- Do not speak negatively about anyone in front of spectators or other audience.
- Thank the coaches/athletic director for their dedication to interscholastic gymnastics.

### **Post Meet**

- Bring any questions or concerns to the attention of the MHSAA.
- Maintain an ethical approach while speaking with others.
- Do not speak about the meet on twitter, Facebook or any other forms of social media.
- Repack your judging materials and get ready for your next meet!

### **The Chief Official (Judge) shall:**

- Arrive at the meet site 30 minutes prior to the scheduled competition.
- Inspect and measure equipment and the padded competitive floor exercise area to verify specifications.
- Inquire about any unusual facility problems with the meet director.
- Conduct a pre-meet conference with acting judges.
- Review responsibilities of scorers, timers, score-flashers and runners.
- Instruct timers prior to, and supervise during, timed events.
- Assign the acting judges to their locations (if not already done), preferably on all sides of the performing area and apart from each other.

- Determine when all judges are attentive and signal for the gymnast to begin her exercise/vault.
- Judge every performance and record the score.
- Consult with the judges on any major variation in optional exercise scores.
- Conduct a consultation of the judges after the first performance to establish a common basis for judging subsequent performances in that event.
- Consult with an acting judge when requested by the acting judge.
- Note the average of the counting scores and check to be sure the counting scores are within range of each other as determined by the average. If out of range, call a conference to resolve the discrepancy.
- Allow a second trial when the apparatus fails or other interference occurs not within the control of the performer (i.e., torn hand guard, power failure, etc.) Fastening of handgrips, braces, wraps, and equipment setting is the responsibility of the gymnast and does not constitute equipment failure if something comes loose. A routine may be repeated only in the case of something breaking/tearing. A gymnast may get off the equipment to correct the problem with the 30/45 seconds allowed for a fall, then remount and complete her routine. A deduction of 0.5 would be taken for a fall and no second trial is allowed. The time selected for the second trial shall be decided by the chief judge. The routine may be repeated in its entirety or continued from the point of interruption. The gymnast and/or coach must make the decision whether or not to repeat prior to the score being flashed. If the gymnast then elects to repeat her routine, the second score shall be final.
- Notify the coach of a deduction for improper uniform so the gymnast has an opportunity to correct the error before the next event.
- Subtract from the competitor's average score, for each occurrence, deductions specifically listed within each event and inclusive of misconduct.
- Verify scores for the events assigned and sign the official scoresheet indicating that the event results are final.
- Terminate an exercise if after a fall, the gymnast exceeds the allotted fall time – Uneven Bars (45 seconds) and Beam (30 seconds).

#### **Acting judges shall:**

- Before the meet: Arrive at the meet site 30 minutes prior to the scheduled competition and participate in a pre-meet conference with the chief judge.
- During the meet – Follow the directions of the chief judge. Mark independently and without communicating with other acting judges, except when conferences are called. The scores are then given to the chief judge for verification. Be able to justify her/his score to the chief judge if called upon to do so. Deduct neutral errors.

### **DUTIES OF THE MEET REFEREE**

The National Federation of State High School Associations (NFHS) Gymnastics Rule Book provides the following duties of a meet referee; Rule 2-4, Articles 1-11 on page 9.

- The meet referee shall arrive at the meet site 30 minutes prior to the scheduled competition.
- The meet referee shall enforce all meet regulations and rules of competition, including assessing team deductions.
- The meet referee shall clarify misunderstandings regarding rules and difficulties prior to competition.
- The meet referee inspects and measures equipment to verify specifications.
- The meet referee may judge one of the first routines in each event.
- The meet referee shall judge routines periodically to be certain scores remain consistent throughout the meet. The meet referee may confer with the other officials if the scores do not remain consistent or if it is discovered that a judgment has been made which is contrary to the rules. The meet referee may not require a change in scores once they are approved by the chief judge.
- The meet referee shall assess team deductions and immediately notify the coach.
- The meet referee may disqualify a competitor/coach for verbally abusing or disrespectfully addressing a judge/meet official or for using profanity.
- The meet referee shall accept written inquiries from coaches to determine whether the inquiry is submitted on time and is appropriate. All legal inquiries are referred to the chief judge of the event in question.
- When spectator behavior becomes disruptive, the meet referee may suspend the meet until meet management removes the individual(s) from the premises.
- The meet referee shall assist with and verify the meet results by signing the official scoresheet, making the meet results final. The meet referee retains clerical authority over the contest through the completion of any reports, including those imposing disqualifications that are responsive to actions occurring while the meet referee had jurisdiction. State associations may intercede in the event of unusual incidents that occur before, during or after the meet referee's jurisdiction has ended or in the event that a contest is terminated prior to the conclusion of regulation play.

At large meets, including the MHSAA Regional and Finals Tournaments, at least one official will be contracted to be the meet referee. It will be the responsibility of the meet referee to coordinate the officials at the meet and to work with the meet director. At the competition, the meet referee will handle any questions which may arise. All equipment must be measured and verified prior to the warm-up session. Please refer to the NFHS Rulebook and the current MHSAA Rules Book Insert for exact specifications and adhere to them without variation.

The competition floor should be clear of all non-competitors, including officials not working the session. Prior to the meet, the meet director should specify an area for videotaping. Personnel or restraints should be positioned around the competition area so spectators cannot enter. The meet referee should make all officials aware of the meet director's arrangements. Only a spotter(s) or persons moving boards or mats should be within the competition area during the meet.

A team may use electronic devices during the meet. The meet referee may restrict the use of the device(s) if it is determined the device(s) interferes with the contest. Electronic devices shall not be used to transmit information to the competitor during the event.

Officials shall not use cell phones or other electronic devices in the competitive area except those designated for meet administration. Electronic video devices shall not be used for any review or determination of a judge's decision. (p. 8, Rule 2, Section 1, Article 5 and 6).

The meet referee will participate in the pre-meet officials' meeting. Items to address at the pre-meet officials' meeting should include:

- Introduce yourself and have others introduce themselves.
- Discuss with officials what must be submitted on the scoresheet.
- Discuss event specifications and boundaries, including height markings.
- Review matting, including skill cushion and sting mat availability.
- Explain warm-up procedures.
- Remind officials that the routine must begin within 30 seconds of the Chief Judge signal. (See Rule Book – Delay of Meet, p. 6)
- Explain that coaches may review the scoresheet at the head table after it has been officially recorded. (Scoresheets should not leave the head table.)
- Review inquiry process (ten-minute time limit with the intent to inquire).
- Review timing of events including how warning signals will be given. (There is no under time deduction).
- Provide rules interpretations that are requested.
- Review floor music preparation.
- Provide information as to if there will be posted results (flashed and posted as a courtesy).
- Discuss the Chief Judge/Meet Referee Deduction Sheet.
- Urge coaches to conduct themselves with decorum and self-control at all times.
- Be proactive in reminding teams of uniform and jewelry deductions and ask coaches to take an active role in monitoring their gymnasts (p. 11, Rule 3, Section 3).
- Ask if there are any questions or concerns.

## **CARRYING OUT A SYSTEMATIC ORDER OF RESPONSIBILITIES AS A MEET REFEREE**

Agreeing to carry out the responsibilities of a meet referee calls for a judge who possesses a thorough knowledge of all gymnastic rules and meet procedures. A meet referee must be unbiased and professional as their job will be liaison, judge and jury; making important decisions that will affect gymnasts.

Even though a meet referee is not usually contracted to work dual meets, a judge who is working in a chief judge position should volunteer to assume the added responsibilities of a meet referee. This leadership role will positively assist with the smooth flow of the meet. If you want to become an invitational or MHSAA tournament meet referee, acting as such at a dual meet will help you become familiar with the responsibilities.

All highly respected and organized officials follow a plan to make sure all of their responsibilities are carried out as smoothly as possible. The following is a suggested systematic order to assist a meet referee to carry out his/her responsibilities:

### **Prior to the Meet**

- Call the meet director to inquire about equipment and gymnasium layout. Find out who is judging what event and what time officials should report. Ask if officials have received this information.

- Familiarize yourself with page numbers or mark your rules book for easy reference for equipment specifications, balks, etc. All competitive equipment shall meet rule specifications as listed in Rules 6-9, and shall not be waived by prior mutual consent of participating schools.
- Review skills with difficulty values that may differ due to execution. During the coaches meeting, you may also ask coaches if any unusual difficulties will be performed.
- Know qualifying scores, range of scores, and how to break ties.

### **Pack your Bag**

- Take a tape measure, extra pens, clipboard, paper, pencils, stop watches, calculator, Rules Book, clarifications, extra scoresheets, comfortable shoes and an MHSAA Officials Report Form.
- Take several copies of the Chief Judge/Meet Referee Deduction Sheet. (See NFHS Rules Book p. 115)
- Take several copies of event placement sheets.
- Secure outline for your pre-meet officials and coaches meetings.
- Have a positive attitude and leave your issues of the day home.

### **Arrive Early**

- Ask how officials are going to be introduced.
- Check to see how (and how many) awards will be presented and if there are two divisions.
- Locate officials for pre-meet officials meeting.
- Check event judging assignments. If not done, the Meet Referee may designate event judging assignments.
- Check set-up of gym to relay seating arrangement to the event officials.
- Find out who at the scorer table will be responsible to record the time an inquiry is submitted and who will relay it to you.
- Inquire how touch warm-ups will be handled and who will be timing them.

### **During the Meet**

- Carry out all meet referee responsibilities as prescribed in the NFHS Gymnastics Rule Book. (Rule 2-4, Articles 1-11 on p. 9)
- Observe judge conferencing when possible.
- Keep a record of inquiries – what changes and why.
- While handling inquiries, remember coaches have 10 minutes to inform of their intent to file an inquiry.
- Make it a priority to officiate one of the first routines on each event then continually officiate events throughout the competition. Try to see at least one member of each team compete.
- Continually review event timing to ensure that it remains consistent.
- Keep a record of which routines you officiate.
- If there are new officials (protégés') practice judging, observe them and give pointers if you have the time.

### **Post Competition**

- Make sure event officials have checked scores.
- Be available at least until 15-30 minutes after the event. By MHSAA Representative Council action, all scores **are final** and cannot be changed after all scores are recorded, reviewed and signed by chief officials and/or the meet referee.
- Avoid congratulating any coach, gymnast, parent or other spectator.
- Do not participate in the awards ceremony.
- If needed, conduct a post-competition meeting to record/discuss special circumstances that need to be addressed elsewhere.
- Thank the officials and provide encouragement.
- Thank the management for all their hard work.
- Within 24 hours after the meet, conduct a self-evaluation to decide what you need to work on for the next meet.

### **Remember**

- Set professional standards and the officials will follow.
- Cooperate, compromise and stay calm. Solve problems quickly and quietly.
- Act as the authority to all questions, as you are the final ruling on all technical matters.

## INQUIRIES

A coach may address the meet referee only by submitting in writing an inquiry(ies) concerning his/her gymnast(s). The MHSAA Inquiry Form shall be used. The written inquiry or the verbal intent to inquire shall be submitted to the meet referee no later than ten minutes after all scores for that team are recorded for that individual event. The inquiry (ies) shall only concern:

- a. Difficulty/vault value
- b. Event requirements
- c. Bonus
- d. Neutral deductions
- e. A mathematical error

NOTE: No other judgment decisions shall be questioned. Rule 5-1-4 (p. 14).

A gymnast's recorded scores may be checked by the coach at the scorer's table without a deduction. Scoresheets may not be taken from the score table area. After being recorded at the scorer's table, the officials event summary scoresheets may be checked by the coach without deduction. Rule 5-1-5 (p. 15).

The meet referee shall accept written inquiries from coaches to determine whether the inquiry is submitted on time and is appropriate. If the inquiry is not on time or is not an appropriate inquiry, the meet referee shall return it to the coach with an explanation.

Regardless of whether an inquiry results in a score change by the event officials, no deduction is taken. If the meet referee determines that the inquiry process is being abused by a coach, the meet referee shall warn the coach that additional inquiries could result in an unsportsmanlike deduction. Therefore, a 1.0 deduction could be taken from the final team score by the meet referee. If the unsportsmanlike conduct deduction is for a coach of an individual competitor, the 1.0 penalty is deducted from the competitor's final score.

Continued abusive behavior may lead to removal from the premises by the meet referee. If a coach is removed from the premises and there is no other authorized school personnel available, the team shall forfeit the meet. However, the scores of individual gymnasts from the team shall stand. When a student is disqualified for unsportsmanlike conduct, that student shall be withheld by her school for at least the next contest/day of competition for that team. When a coach is disqualified for unsportsmanlike conduct, that coach shall be prohibited by her school from coaching at or attending at least the next day of competition for that team.

When the meet referee presents a legal inquiry to the chief official of the event in question, the meet referee shall not persuade or influence the outcome. However, if the meet referee officiated this particular gymnast's routine, the meet referee may share with the event officials what she/he scored.

It is important that the meet referee converses with coaches and event officials in a neutral, calm tone. It is inappropriate to have a discussion about the team, coach or team placement at the time of the inquiry.

All accepted inquires must be within the time limit and appropriate in nature, but inquiries toward the end of a meet are most crucial in handling properly. Inquiries submitted toward the conclusion of a meet are often submitted by the coaches of teams who are potentially in a position to win. The inquiry process must remain consistent throughout the meet.

All coaches need to be treated the same regardless of your knowledge or relationship with a coach. Be kind and professional in your discussions. Use similar phrases with every coach. Refrain from being overly friendly with one coach or short and abrupt with another.

It is advisable to practice language skills and phrases so you are not caught off guard when a coach approaches you with unkind words or in a panic. Do not counter with a similar tone or reactionary words. Use the same phrases as you would with any other inquiry such as, "Let's take a look at this inquiry and I will get back to you as soon as I can." If you do not know the correct answer, take time to locate your answer within the NFHS rules book and have a page reference before returning to the coach.

Protest is not allowed by the MHSAA when it is based on judgment decisions of officials or on misinterpretation or misapplication of playing rules. The use of video for review on site or subsequently is not permitted unless specifically allowed by the playing rules of the sport and specifically adopted by the MHSAA.

Coaches should not feel uncomfortable about submitting an inquiry. Be accessible, be professional!

## MHSAA OFFICIALS REPORT FORM

The MHSAA Officials Report Form is available to all registered officials. It is the form in which the official in charge (meet referee) reports unsportsmanlike conduct, a coach or player disqualification and also a chance to report good conduct that is above and beyond the usual.

Although unsportsmanlike conduct reports are unusual in the sport of gymnastics, every meet referee should become familiar with the form and how to submit it. Official's reports should be filed electronically and you must be logged in to file. Go to <https://www.mhsaa.com/officials> to find the report form.

The protocol includes filing the report within 48 hours of ejection and before noon the day following an ejection and to contact the athletic director of the violating school and informing them of the ejection.

### RESPONSIBILITIES THAT ARE NOT YOURS

Officials of all sports are at times placed in a position to question where their authority ends and another person's begins. The more officials are aware of MHSAA regulations, policies and rules, the more they become aware of potential infractions. Meet referees determine where their authority ends. The following list should help:

- School administrators determine student athletic eligibility.
- The meet director determines entry fees and/or admission charge.
- The meet director determines whether team members of competitors enter the meet free of charge.
- The meet director is in charge of warm-up and competition equipment set-up, location of coaches' meeting room and officials' meeting room.
- The meet director determines and notifies coaches where areas are available for non-competitors.
- The meet director determines and directs coaches of the area where videotaping and photographing will occur. Use of videotapes during inquiries is not permissible during MHSAA competition.
- The school administration determines transportation accommodations for teams and coaches.
- School administrators of opposing teams determine whether a cancelled meet will be rescheduled and if so, when.
- If a forfeiture of a meet occurs, the administrators of the schools involved will determine the outcome of the forfeiture.
- The meet director is responsible to send contracts to officials and opponents and to set the time, date and location of the meet.
- Warm-up schedules and rotations along with event schedules are a responsibility of the meet director.
- The meet director determines officials' fees and dispenses checks for regular season meets.
- The Michigan Interscholastic Gymnastic Coaches and Officials Association determines all-state honors.

If the meet referee or officials have questions or concerns about these issues, it is appropriate to contact the individual who is in charge of the meet to discuss your concerns and share information.

### OFFICIALS AS SPECTATORS

If you attend a meet as a spectator (not as an official), you must pay the admission charge as a spectator. This suggests impartiality. The only time you are admitted into the meet free-of-charge is when you are judging, practice judging or volunteering. Please do not ask the meet director for special favors.

It is best to refrain from providing information to other spectators about the judging while you are sitting in the stands. It is best to answer questions in a general manner rather than to comment on a particular athlete's routine or possible execution errors. The athlete's coach is the only person who should communicate execution errors to the gymnast.

If a parent asks you a question, you can report that it is different watching a meet as a spectator than as a judge and that, unless you have your pen in hand, it is hard to predict a score or apply a deduction.

If you become a spectator during a meet in which you have judged or were the meet referee, refrain from conversing with coaches, spectators and gymnasts. Do not comment on how your peers judged.

If you are going to sit in the stands, change into your civilian clothes. All facial expressions, body language and socializing can be negatively interpreted. Avoiding such possibilities of misinterpretation is in your best interest and is a sign of professionalism. Do not allow yourself to be questioned about a routine or ruling by a parent or coach.



## MEET REFEREE – ORGANIZER

Meet: \_\_\_\_\_ Date: \_\_\_\_\_

Officials:

Vault: \_\_\_\_\_ Beam: \_\_\_\_\_

\_\_\_\_\_

Bars: \_\_\_\_\_ Floor: \_\_\_\_\_

\_\_\_\_\_

Meet Referee:

\_\_\_\_\_

Upon arrival, check and measure all equipment.

- Vault (mark maximum height in red, minimum in black).
- Bars (check for dual lock position; mark maximum in red, minimum in black, check the “Quick Links” to make certain they are completely closed).
- Beam (mark maximum height in red, minimum in black).
- Floor (the white border line should be inside the 40” X 40” area) and at least 1’ from the wall or barrier.

Check with meet management:

- What time is march-in? \_\_\_\_\_
- Who are the timers for vault, bars, beam and floor? Who are the flashers and runners for each event?
- Who is in charge of writing the actual time on the scoresheet of the last gymnast for each team?
- Who is in charge of music control and volume?
- What are the warm-up procedures and actual warm-up time?
- How many places are awarded?
- Will results be posted periodically, after each rotation?
- How will results be available?
- Pay checks for officials.
- Other: \_\_\_\_\_

The Meet Referee will conduct the pre-meet Officials Meeting and attend the pre-meet Coaches Meeting.

The pre-meet Officials Meeting should include:

- Event boundaries (white line is in on floor)
  - Vault matting – 8 x 18
  - 7.5’ width between bars.
  - Beam – 15’ wide and 15.5’ length
  - Dismount area – 8’ x 12’
  - Matting – up to 19”, 12” with board
- Warm-up procedure (keep it moving)
  - Are we using touch-warm-ups?
- Recording of routines (on “team” sheets or all on regular scoresheets)

- The event placement grid (have extras available)
- MHSAA rules interpretations.
- Non-competitors and their location.
- How many places are awarded?
- Removal of the board.
  - Bars: p. 32, 7-3-7K
  - Beam: p. 59, 8-3-7I
- Out of order gymnast/scoresheet
  - P. 15, 5-1-6f
- Scoresheets must be submitted by team, not one at a time.

The pre-meet Coaches Meeting should address:

- Thanks for being here and introduce officials and their assignments.
- Cell phone usage and warnings.
- Event boundaries (white line is in on the floor).
- Warm-up procedure:
  - See MHSAA website for the meet warm-up procedure.
  - Warming up in the competitive area is illegal while competition is occurring.
  - What type of warm-up?
- Matting, including skill cushion and sting mat availability and sharing of special mats – up to 19", 12" with a board.
- Team and individual competition must start within 30 seconds of Chief Official signal.
  - Definition of Delay of Meet (p. 6)
  - Delay of Meet, 1.0 deduction: p. 15, 5-1-6d
- Gymnast failing to begin vault within 30 seconds after chief official signals to begin is a 0.2 deduction.
  - Vault: p. 20, 6-5-2b
  - Bars: p. 32, -3-7c
  - Beam: p. 59, 8-3-73
  - Floor: p. 84, 9-3-7f
- Scoresheet review at head table after scores have been recorded.
- Inquiry (10 minute time limit on the INTENT to inquire)
  - See p. 5 of the 2018-20 Rules Book Insert and MHSAA Clarifications.
- Official MHSAA Rules Interpretations – does anyone need any, or is there an element for which you have a preliminary question about?
- Improper uniform (jewelry, underwear, exposed bra). This is a reminder. (Definition is on p. 11, deduction on p. 115 for all events).
  - 0.2 deduction for uniform (leotard, exposed bra)
- Jewelry must be removed prior to next event (p. 12, 3-3-4)
- Floor music preparation and volume control.
- Verbally "coaching a gymnast" adheres to everyone (not just coaches), including "code" words.

- Removal of the board – 0.3 (p. 115 for all events)
- Out of order gymnast/scoresheet – 1.0 (p. 115 for all events).
  - Scoresheets must be submitted by team, not one at a time.
  - This deduction can be taken a maximum of once per event.
- Trainer should be handling serious injuries.
- Non-competitors and their location.
- Videotaping and photography area.
- Post results.
- Unruly spectators. As a meet referee, you should ask the Meet Director/Management to remove unruly spectators.
- Coaches conduct themselves with decorum and self-control at all times.
- Results availability.
- Anything else that needs to be discussed?
- During the meet, the Meet Referee should officiate periodically at each event and confer with the officials for consistency.
- At the conclusion of the meet, the Meet Referee signs the meet results, making them official. The Meet Referee should make certain that the panels have checked the scores (at least as far down as qualifying). The Meet Referee should be available after scores are checked.
- All scores are final and cannot be changed when 30 minutes have passed after all scores are recorded and reviewed by the Head Official for each event and/or the Meet Referee.

\*All pages referenced above can be found in the 2018-2020 NFHS Rules Book – unless otherwise noted.

Thank you to all of the dedicated gymnastics officials who contributed information to this Meet Referee Guide.