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TRAINEE JUDGES TRAINING MANUAL

GLOSSARY

BISA	British Indoor Skydiving Association
CJ	Chief Judge
CJT	Chief of Judge Training
Competition Events	Included, but are not limited to, FAI or other NAC competitions held under FAI or very similar rules such as the European Skydiving League, Indoor Events, Armed Forces Parachuting Championships and others. This list is not exhaustive and other valid examples may apply
DZ	Drop Zone
EJ	Event Judge
EPC	Elite Performance Committee
FAI	Fédération Aéronautique Internationale, the World Air sports Federation
FCE	First Category Event – international competition sanctioned by ISC
GSSC	General Section of the Sporting Code
ISC	International Skydiving Commission, the FAI commission governing parachuting
JC	Judges Coordinator
NAC	National Air sport Controller
RAeC	Royal Aero Club - the National co-ordinating body for Air sport in the UK
S5SC	Section 5 of the Sporting Code
Senior Judge	An experienced British Skydiving Judge, usually with an FAI Rating (Or has held a National Rating for 4 or more years) who has chosen to be recognised for training new judges. Full definition: Form 277 para 4.8
TEA	Technical Excellence Adviser

General

Process

To start the Judge Training Program all potential candidates are to contact the Judges Coordinator and be members of British Skydiving. Personnel are required to complete Form 303: Code of Conduct for all British Skydiving Volunteers.

All trainees are to familiarise themselves with the following documents;

General Section and Section 5 along with the relevant discipline rules.

International Skydiving Commission website - <https://www.fai.org/isc-documents>

Relevant Discipline rules:

British Skydiving website - <https://britishskydiving.org/competitions/nationals/>

At the start of the season the Judges Coordinator will email all trainees with the dates of the competitions and the training Seminar. Trainees, where possible, are to attend the Training Seminar and all competitions in the discipline they wish to learn to Judge.

The Judges Coordinator will then confirm which competitions you can attend. In order for you to attend a competition there must be a Senior Judge present.

Training Seminar

This is where all rule changes are discussed for the different disciplines for the coming season to ensure everyone is interpreting the rules in the same manner.

The Training Seminar also counts as currency for disciplines where British Skydiving only have one event in that discipline.

British Skydiving National Judge

Qualification to become a British Skydiving National Judge: Prior to becoming a British Skydiving National Judge you must complete the Trainee Judges proficiency card (Forms 277 G to N inclusive) and have it available prior to sitting the National Exam Papers.

During the Judge Training, candidates will be given lessons/lectures (where possible) on the following subjects:

Responsibilities of a Skydiving Judge

CJ Chief Judge

The CJ will serve as administrative head of the Panel of Judges.

Liaison with the organiser

The CJ will, upon nomination, communicate with the Host of the competition to confirm:

- a) Official arrival date of Judges (Chief Judge, Event Judges and Panel of Judges).
- b) Any specific requirements for that competition.

Arrival at the Competition site

- a) The CJ must be at the competition site in sufficient time to fulfil all the duties required of a Chief Judge.

Responsibilities prior to the start of the competition

- a) The CJ should raise any concerns about qualification of a member of their Panel with the Judges Coordinator and the TEA to enable them to resolve the concerns in advance of the competition.

- b) The CJ has the right to dismiss a Judge who does not meet these requirements if their concerns are not addressed by the Judges Coordinator and TEA before the competition.
- c) Prior to the start of the competition the CJ must liaise with the TEA, Judges Coordinator and British Skydiving Office staff to discuss equipment is needed and confirm how it will be delivered on site and in working order.
- d) The CJ or nominated official will supervise the publication of the draw of sequences and/or jump order, required by the Competition Rules.
- e) The CJ will designate the official scoreboard.
- f) The CJ will ensure that all judges have adequate insurance cover (All Judges are Members of British Skydiving including invited Judges).

Responsibilities during the competition

- a) The CJ will handle queries from teams and team managers concerning their competitor's performance.
- b) The CJ will conduct any Judges meetings.
- c) The CJ will ensure compliance with the Competition Rules during the competition, working as necessary with the Meet Director and other competent personnel.
- d) The CJ will control the evaluation of score sheets and will ensure prompt publication of the results on the official scoreboard.
- e) The CJ will record any UK National Records and submit these to the British Skydiving HQ to be formally recorded using British Skydiving Form 243. The current National Records can be found on the British Skydiving website; www.britishskydiving.org/members-skydiving-records/
- f) The CJ will confirm attendance of the Judge(s) at the event by listing them in the CJ Report.

Responsibilities after/at the end of the competition

- During or after a competition, the CJ will conduct a meeting of the Judges if required, to discuss issues that may have arisen during the competition. Recommendations from this meeting shall be forwarded to Judges' Coordinator and Competitions Coordinator.
- b) The Chief Judge will provide feedback to each member of the Judging Panel regarding their performance.
 - c) If the Chief Judge is not the Senior Judge at the competition, feedback on the performance of Judges in Training will also be given to the relevant Senior Judge to include in their evaluation of the trainee.
 - d) The CJ must submit a report to the Judges Coordinator and Competitions Coordinator within 30 days of the completion of the competition. The standard report British Skydiving Form 277A should be used. Copies of all summary score sheets will be submitted to the Judges Coordinator and the Competitions Coordinator.
 - e) All Registration forms will be forwarded to the British Skydiving HQ.
 - f) Results will be passed to the British Skydiving HQ, Skydive the Mag and the TEA as soon as possible after the competition completes.

EJ Event Judge

Arrival at the competition site

- a) The Event Judges must arrive at the competition site in sufficient time to fulfil all of their duties as determined by the CJ.

Responsibilities during the competition

- a) The EJ is responsible for the interruption of the event, when necessary, either alone or where possible, after consultation with the CJ.
- b) The EJ is responsible for the prompt transmission of the scoring sheets to the CJ.

The Judges

Arrival at the competition site

- a) The Judges must arrive on site in time to attend any meetings scheduled before the competition starts.
- b) Conflicts of interest must be declared prior to the first round or performance being judged.

Responsibilities during the competition

- a) The Judges will present their logbooks to the CJ.
- b) The Judges will work as directed by the CJ and EJ.

Judges may not discuss competitors or teams performance until either all Judges have completed their assessment of the jump, or the Event Judge requests it.

The Judges must not provide any person with the result information until that information has been declared official/published and may not discuss the judging process with anyone other than the other judges on their panel.

Senior Judge

The Senior Judge will communicate to the participants the results of their test and give feedback on their performance during the course. This feedback should be provided in a reasonable (1 – 2 days) time period.

The Senior Judge must prepare a report, which contains details of the work of the British Skydiving Trainee Judges, the equipment and working conditions, and an evaluation of each trainee judge's work. This report must be sent to the Judges Coordinator within 30 days of the completion of the Course for Trainee Judges.

Judges in Training

Judges in Training will work under the direction of a Senior Judge or Chief Judge.

The Judges in Training should, if possible, attend the Judges' Meeting prior to the competition.

The Qualities required of a Skydiving Judge

Judges must be professional at all times. The main qualities (but not limited to) are: being approachable, diplomatic, fair, having integrity and the ability to remain calm when things go wrong.

The Training Progression

National Rating – Held for a minimum of one year before being eligible to attend an FAI Course.

FAI Rating – Must re-evaluate every two years if not selected to Judge at an FCE.

Equipment, Maintenance and set up

Trainee Judges will be trained in how to set up scoring systems for the relevant discipline they are a trainee in.

Drop Zone Management.

Trainee Judges will learn how a DZ is run. This will help them when communicating with Meet Directors, understanding what is or is not possible for that DZ and will help with the smooth running of the competition. This is very important if the trainee does not jump as the terminology will be quite alien to them. The trainee may need to refer to the British Skydiving Operations Manual on some matters prior to arriving at the competition.

Incident Procedures

As a Judge you need to know what your role is should an incident happen.

Injury – No Action - DZ Staff sort this out. You will be informed if the competitor/team cannot continue.

All other incidents are to be referred to the CJ and they will action accordingly. CJ will then brief the trainee of the outcome.

Basic Meteorology

You need to know what conditions your discipline can take place in as defined in the National Rules for that event and the British Skydiving Operations Manual.

Administrative aspects (conducting draws, CJ report, logbook entries)

How do I do a competition draw as per the National Rules?

Completion of the CJ Report at the end of the competition.

What information do I need to put in my logbook?

Assessments may also be made of the candidate's ability to brief competitors

Prior to obtaining a National rating, trainees will practice briefing other Judges in preparation for them briefing competitors as a CJ or EJ.

Practical assessments will take place, and will include the following:

Ability to set up Scoring system

Need to be able to set up the equipment required for the discipline.

Brief other Judges

Explain to other Judges what is happening and talk through the jump if required.

Judge Jumps

Trainees will be expected to be a minimum of 85% correct on all practical jumps assessed in line with FAI Rules.

Interaction with Meet Director/Competitors

Trainees will be assessed on how they interact with a Meet Director/competitors. Are they following the correct Procedures?

Use of training aids

Training aids may be required when briefing VFS and AE.

Evaluating performance record attempts

A knowledge of what is required to be an official for performance record attempts as per the FAI Rules and the British Skydiving Rules.

Discussion periods may take place and an Open Forum may be conducted at a competition

This may be general discussions in the Judging room or a meeting with all competitors and judges to discuss how the competition will be or has been run, and potential rule changes for the future.

Written Exam

A written examination will take place towards the end of the training. This will cover some aspects already covered during the training and on the requirements of the General Section, GS5, Competition Rules. The exam is open book and the candidate must achieve a minimum of 90% to pass (If they already hold a National Judge rating only Competition Rules are required).

Progression

After successful completion of the training, the candidate will be a qualified National Skydiving Judge. They will still work under the supervision of Senior Judges at National Events, to work towards their FAI Course.

A newly qualified Judge cannot assist in the training of other Judges until they have held their rating for a minimum of 4 years or they hold an FAI Rating.

ACCURACY SKYDIVING JUDGE

During the training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed?

How to set up the Tuffet.

Form 277C

Issue 1: April 2023

Where to place the Wind Indicator.

Knowing the weather limitations

What are the wind speeds?
Cloud base – Who can get out at what height?
What to do if winds go over on finals.
What qualifies as a re-jump?
How to read a windsock.

Procedures in the Pit

Where to stand.
What hand signals to give – Good/Bad/But strike.
How to request Video Reviews – Rules associated with this.

Exit Order

Are they jumping as a Team or Individual?
Mixed Groups.
Reverse jumping order on final rounds.

Briefing competitors

Know exactly what to say and when.

Emergencies

Know exactly what to do if there is an injury in the pit.

Malfunctions

Ensure competitors know what they are to do if they have a malfunction.

Scoring

Know who is responsible for calling out the score.
Ensure competitors know to give their helmet number.
Make sure competitors sign beside their jump.
How to determine winners – Countbacks etc. in the event of ties.
Where and how to display the scores.

After successful completion of the training, the candidate will be awarded their National Judges Rating in Accuracy.

ARTISTIC SKYDIVING JUDGE

During the Training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed and how to use InTime.
Ensure that Download is in a suitable place.
Judging room is in a place where they will not get disturbed.

Knowing the weather limitations

What are the wind speeds?
What qualifies as a re-jump?

Procedures in the Judging room

Understand what can and cannot be discussed with competitors.
Know who is judging what.

Briefing competitors

Know exactly what to say and when.

Understanding of the jump

Is it a Compulsory or Free Round?
What are they supposed to be doing if a Compulsory Round?
What are you looking for and the difference between categories.
Understanding orientations and degree of turns.

How to score the jump

How to set difficulty.
Are you scoring Camera?
How to display your score.

Scoring

How to determine winners - Countbacks etc. in the event of ties.
Where and how to display the scores.
Are you using an electronic score board?

After successful completion of the training, the candidate will be awarded their National Judges Rating in Artistic Events.

CANOPY FORMATION SKYDIVING JUDGE

During the Training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed how to use InTime.
Ensure that Download is in a suitable place.
Judging room is in a place where they will not get disturbed.

Knowing the weather limitations

What are the wind speeds?
What qualifies as a re-jump?

Procedures in the Judging room

Understand what can and cannot be discussed with competitors.

Briefing competitors

Know exactly what to say and when.

Understanding of the jump

What is the jump/sequence you are expecting to see?
Know the dive pool.

How to score the jump

When does working time start?
How to display your score.

Scoring

How to determine winners - Countbacks etc. in the event of ties.
Where and how to display the scores.
Are you using an electronic score board?

Performance record requirements

What is a British record how is this recorded?

After successful completion of the training, the candidate will be awarded their National Judges Rating in Canopy Formation.

CANOPY PILOTING SKYDIVING JUDGE

During the training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed how to use it.
Where to place the equipment.
How to mark/measure out the course.

Knowing the weather limitations

What are the wind speeds?
Cloud base – Who can get out at what height?
What to do if winds go over on finals.
What qualifies as a re-jump?
How to read a windsock.

Procedures at the Pond

Understand what can and cannot be discussed with competitors
How to request video review.
Where you can and cannot stand.
What hand signal/call out are used when judging.

Exit order

How do you sort an exit order?
When is rotation of order done and how?
What happens if wrong exit order happens?

Briefing competitors

Know exactly what to say and when.

Understanding of the jump

What are you expecting to see?
Where do you Judge?

Emergencies

Know exactly what to do if there is an injury.

Malfunctions

Ensure competitors know what they are to do if they have a malfunction.

How to score the jump

What are you judging/What information do you need to give?
What hand signal/call out are used when judging.
How to display your score.

Scoring

How to determine winners, where and how to display the scores.
Are you using an electronic score board?

Performance record requirements

What is a British record and how is this recorded?

After successful completion of the training the candidate will be awarded their National Judges Rating in Canopy Piloting.

FORMATION SKYDIVING JUDGE

During the Training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed how to use InTime.
Ensure that Download is in a suitable place.
Judging room is in a place where they will not get disturbed.

Knowing the weather limitations

What are the wind speeds?
What qualifies as a re-jump?

Procedures in the Judging room

Understand what can and cannot be discussed with competitors.

Briefing competitors

Know exactly what to say and when.

Understanding of the jump

What is the jump/sequence you are expecting to see?
Know the dive pool.

How to score the jump

When does working time start?
How to display your score.

Scoring

How to determine winners - Countbacks etc. in the event of ties.
Where and how to display the scores.
Are you using an electronic score board?

Performance record requirements

What is a British record and how is this recorded?

After successful completion of the training the candidate will be awarded their National Judges Rating in Formation Skydiving.

SPEED SKYDIVING JUDGE

During the Training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed and how to use InTime.
How to calibrate FlySites.
Judging room is in a place where they will not get disturbed/close to flightline.

Knowing the weather limitations

What are the wind speeds?
What qualifies as a re-jump?

Procedures in the Judging room

Understand what can and cannot be discussed with competitors.

Briefing competitors

Know exactly what to say and when.

How to score the jump

What information do you need from the FlySite?

How to display your score.

Scoring

How to determine winners - Countbacks etc. in the event of ties.

Where and how to display the scores.

Are you using an electronic score board?

Performance record requirements

What is a British record and how is this recorded?

After successful completion of the training, the candidate will be awarded their National Judges Rating in Speed Skydiving.

WINGSUIT SKYDIVING JUDGE

During the Training the following aspects will be examined:

As per FAI and British Skydiving Rules.

Set up of equipment

What equipment is needed and how to use InTime.

How to calibrate FlySites.

Judging room is in a place where they will not get disturbed/close to flightline.

Knowing the weather limitations

What are the wind speeds?

What qualifies as a re-jump?

Procedures in the Judging room

Understand what can and cannot be discussed with competitors.

Understanding of the Jump - Acro

What is the jump/sequence you are expecting to see?

Know the dive pool.

Briefing competitors

Know exactly what to say and when.

How to score the jump

What information do you need from the FlySite?

How to display your score.

Scoring

How to determine winners - Countbacks etc. in the event of ties.

Where and how to display the scores.

Are you using an electronic score board?

Performance record requirements

What is a British record and how is this recorded?

After successful completion of the training the candidate will be awarded their National Judges Rating in Wingsuit

N.B. Candidates will be given a logbook to record their attendance at competitions to be signed by the Chief Judge or the Judge responsible for their training at that event.

Candidates are advised to obtain as much information and practice on as many aspects of Judging as possible before sitting the National Exams.