

GUIDANCE ON THE USE OF THE PERIODIC SUMMARY FORM

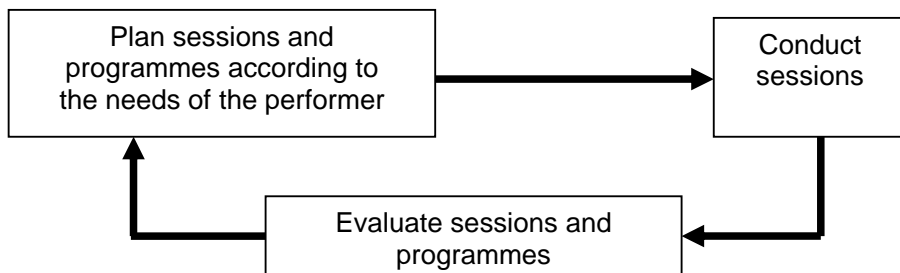
This form has been designed so that the Referee Coach can provide feedback to the Grading Committee at agreed intervals in a formalised way. These would normally be at the mid-season point and also at the end of the season.

The top section of the form is used to records factual information relating to the period of the report.

Summary of Referee's Development over this period

In this section the Referee Coach is free to comment on the development during this period as he sees fit. However, it is always useful to report progress against any agreed goals and aims for the season.

Goal-setting as an important skill for coaches and Sports Coach UK's guidelines for successful coaching state that '*the fundamental tasks undertaken by all coaches are planning, conducting and evaluating*'. They indicate three tasks that form the central component of the coaching process as shown in the diagram below.



Central to systematic planning and the successful design of a series or programme of sessions is the identification of the performer's needs, establishing appropriate goals, and planning the route to achieving them.

Therefore, this section of the report should contain a summary of the progress against agreed goals/aims and associated areas for development.

Recommendation to the Grading Committee

This section should be used to record an appraisal of the mid-season or end of season in terms of goals achieved. The Referee Coach should also present his opinion about the referee's need to continue refereeing at his current level and/or his readiness to experience refereeing at a higher level.