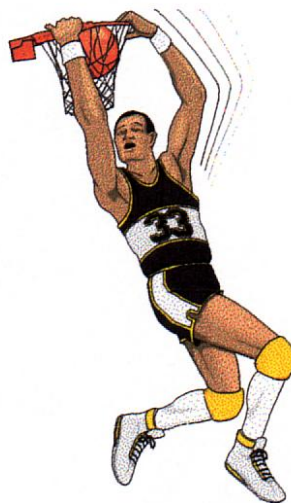




***GLOUCESTER-CUMBERLAND  
BASKETBALL ASSOCIATION***

**613-834-2178**

**[www.gcba.ca](http://www.gcba.ca)**



***REFEREE***

***HANDBOOK***

***HIGH SCHOOL EDITION***

# FOREWORD

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The GCBA provides a unique opportunity for boys and girls to participate in an organized House League environment. The focus is on participation and skills development. A key part of this program is Refereeing. Refereeing helps coaches and players alike, even though they may sometimes feel otherwise. Calls made by the Referee reinforce the basic skills that the coach tries to teach and that the player must master to enjoy the game fully.

The Referees employed by the GCBA come from the GCBA itself. They are not fully qualified Referees but they do have experience playing the game and a desire to contribute to the game in another way. This REFEREE HANDBOOK was developed to assist the GCBA Referee in mastering the basic mechanics and calls. By studying the REFEREE HANDBOOK, attending training sessions, and applying this knowledge during game situations, I hope that our Referees will make a positive impact on the quality of House League play and enjoyment.

The Referee Handbook contains information that is required by volunteers performing their roles as Convenors, Coaches, Scorers, and Timers. For these volunteers, the degree that they understand their duties will affect the quality of the game. I strongly recommend that they take the time to become familiar with areas of the Handbook that pertain to them.

Chief Referee  
GCBA



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# 1. PRE-GAME ACTIVITIES - THE REFEREES

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Dress for GCBA Referees will be:

- Running shoes, black shorts/pants/sweat pants, GCBA Referee shirt and whistle with lanyard. All of these items are the responsibility of the individual.
- The GCBA black Referee's shirt will be worn. *The shirt must be tucked into the pants.*

Referees should be at the gym no later than 15 minutes before game time to:

- Check out the court and equipment to make sure they are in working order and that the Referees are familiar with the court lines.
- Confer with the convenor as outlined later.
- Confer with each other on how their "mechanics" as outlined later
- Confer with the Scorer, and Timer (the minor officials at the scorer's table).

## 2. PRE-GAME ACTIVITIES - THE CONVENOR

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Check with the convenor to ensure you understand the timing and substitution rules applicable to the game you are refereeing.

- Check with the convenor to ensure that "stopped time" (the clock is stopped on every whistle) or "running time" is used (the clock continues even when the play is whistled dead).

### GCBA-Specific Timing Conventions

In the GCBA, there are special times used to permit full participation in House League games.

- At the end of a shift, the team in possession of the ball (either dribbling or passing to a teammate) will receive the ball for in-bounding at the point closest to the stoppage of play.
- If the ball has been shot at the basket, it is no longer in the control of the team and the alternating possession arrow will be used to determine which team will be given the ball for in-bounding at the point closest to where play stopped.
- Substitutions for each shift should be done quickly. The Referee should ask the coaches and convenor to ensure that substitutes are at the scorer's table 20 seconds before the clock horn sounds.
- Between each quarter, there is a 1-minute interval. Given the confusion around the scorer's table for substitutions, it is best that the Referee keep track of this time and get the coaches to get their substitutions checked in before the expiry of the 1-minute interval.
- There will be no overtime for House League regular season games

Timing for GCBA Divisions:

- Novice level timings:
  - There are 4 periods of 6 minutes each but substitutions are made every 3 minutes, making 2 shifts per period.
  - There is a 5-minute half time interval where the clock is run continuously
  - There will be no overtime for House League regular season games
  - For playoffs, overtime periods will be 3 minutes with a 1-minute interval between all overtime periods

## Timing for GCBA Divisions (continued):

- Atom, Bantam and Midget timings:
  - There are 4 periods of 8 minutes each but substitutions are made every 4 minutes, making 2 shifts per period.
  - There is a 5-minute half time interval where the clock is run continuously
  - For playoffs, overtime periods will be 4 minutes with a 1-minute interval between all overtime periods

## What the Convenor Must Provide

- Minor officials (a Scorer and Timer)
- A GCBA score sheet that has all of the players names and numbers on it 5 minutes before the game starts
- A game clock and scoring mechanism and the timer trained on the use of the mechanism
- An alternating possession arrow

## What Coaches Must Provide

- Wearing official GCBA jerseys, proper coloured undershirts (if the player so desires to wear an undershirt), shorts that do not extend below the knee, and no jewelry or headgear.
- Jerseys must be completely tucked into the shorts.
- A player must wear a GCBA jersey or he/she will not be permitted to play.
- If a player wishes to wear an undershirt/T-shirt under the game jersey, they may do so provided that they have a completely white T-shirt when the team is wearing white; or a GCBA green T-shirt when the team is wearing green. ***If the player does not have the proper colour, he/she will have to wear only the GCBA game jersey or not play.***

## 3. PRE-GAME ACTIVITIES - MINOR OFFICIALS TABLE

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In High School Rules, request for substitutions goes through the table. Time out requests go directly to the Referee from either the coach or a player on the playing court. The table communicates foul counts to the Referee.

### A. THE TIMER

---

The Timer shall run the clock before the game to reflect the amount of time available for warm-up of the teams.

Make sure the Timer understands when the clock is to start and stop.

- During a jump ball to start the game:
  - The Referee *without the ball* will hold an open hand up until the jump ball is touched by one of the two players jumping for the ball. When the hand is lowered, time shall start.
    - Note: there is only 1 jump ball in a regular game. For playoffs where an overtime period is required, each overtime period is started with a jump ball.
- Once one team gains control of the ball, the possession arrow must be pointed in the opposite direction to that which the controlling team is going.
- At the half time, the Timer will not change the possession arrow. Only the Referee will change the arrow.
  - The arrow shows which team will have possession to start the second half.  
Teams change ends at the half.
    - Note: In overtime situations the possession arrow is not used to start each overtime period.
- During play, time will stop when the Referee blows a whistle or the game clock horn sounds, indicating playing time has ended. After the Referee blows the whistle, the Referee blowing the whistle will raise one hand to indicate either:
  - A foul has occurred by keeping the raised hand in a fist; or
  - A violation has occurred by keeping the raised hand open.

- When play is whistled dead and the ball is being returned to play, the Referee handling the ball will hold an open hand up while passing the ball to the player making the inbound pass. When the ball is touched by any player on the playing court, the hand will be lowered, indicating time is to start.
- Where an electronic clock and score board exists:
  - If there is a penalty indicator, the Timer will record the number of fouls on the scoreboard, up to 10 fouls in each quarter.
  - Ensure that no more than 10 fouls per team per half are indicated on the score clock.
  - At the end of the half:
    - The number of fouls is cleared to read zero
  - At the half-time the time clock is set to and run for 5 continuous minutes for the half time interval
  - After the half time interval the time is reset for the proper number of playing time to start the first quarter of the second half

The Timer must be aware that teamwork with the Scorer is necessary to ensure:

- That the score clock score matches the running score on the score sheet (note that the score sheet total takes precedent unless the Referee is aware of any discrepancy);
- That the number of fouls indicated on the score clock is the same as the running foul count on the score sheet;
- That the scorer is able to record the proper number of the scoring player on the score sheet; and,
- That the scorer is able to record the proper number of the player who is called for a foul on the score sheet.

If the Referee is aware of an error in time keeping, the play should continue until the first dead ball and then the timing correction is made. The Referee must have definite knowledge of the length of the timing error to exercise this authority.

## Time-outs

- Each team may call up to three (3) 60-second (full) time-outs and two (2) 30-second time-outs at any time in the game. The unused time-outs in the 1<sup>st</sup> half are carried over to the next half or overtime period.
- Time-outs must be called to the Referee during play or during a stoppage in play by either the coach or one of the 5 players on the floor. However, in order to call a time-out, the team must be in control of the ball at the time the time-out is requested.
  - Time-outs may not be called by the assistant coach or people on the bench.
  - Time-outs may not be “booked in advance”, such as at a certain time or location on the court.
- Calling a time-out will stop the play on the court.

- When time out is indicated by the Referee, the timer will start a time out clock or monitor the time on a wrist watch.
- The timer shall notify the Referee at the following times by sounding the game clock horn or blowing a whistle to alert the coaches that play will resume.
  - At 45 seconds during a 60-second/full time-out
  - At 15 seconds during a 30-second time-out
- The horn shall be sounded a second time to indicate time out has expired and that the referee will permit play to continue.
  - At 60 seconds during a 60-second/full time-out
  - At 30 seconds during a 30-second time-out

### C. THE SCORER

---


The Scorer must understand the hand signals which the Referee will use to indicate fouls (player number and team colour)

Make sure that the Scorer understands that the Scorer must have eye contact with the Referee who approaches the scorer's table to report on a foul

Review with the Scorer the proper way to record on the GCBA House League Score Sheet

# GCBA Referee Handbook - High School Edition

## Sample Score Sheet



**GLOUCESTER / CUMBERLAND BASKETBALL ASSOCIATION**  
**SCORESHEET**

START: 10:30 am  
FINISH: \_\_\_\_\_  
Date: 12/25/95

Game No. \_\_\_\_\_ Category: MULTI-GYM Site: WINTHROP

POSITION	NAME	No.	✓	F	T	A	S	FIRST HALF		SECOND HALF		TOTAL																																																												
								PTS	REB	PTS	REB																																																													
KANATA	SABOURIN, P.	1																																																																						
	KERC, N.	2																																																																						
	RAIZENNE, M.	3																																																																						
	KAZMIERCZAK, C.	4										4																																																												
	BRIDAL, J.	5										2																																																												
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	COLE, J.	35																																																																						
	LOCKETT-SMITH, T.	42										34																																																												
	MURPHY, A.	43																																																																						
	BLAKE, C.	50										3																																																												
	KERSWILL, J.	51																																																																						
	ACHAMPONG, C.	52										6																																																												
	DASH, J.	53																																																																						
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Referee: Al Smith      Referee: John

Time: \_\_\_\_\_

Participation Column

Running Fouls

Running Score

Foul Shot Made

Missed Foul Shot

Time Outs  
use  
F=Full  
30=30 Second

# GCBA Referee Handbook – High School Edition

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## Regular Fouls

- First, by marking the foul charged against a player or coach in the fouls column of the score sheet
- Second, by marking the running number of team fouls for each quarter
- The scorer should use different markings (such as /, \, 0, X, or any other symbol) for each period to show when the fouls occurred
- Once a team reaches the **7th** team foul, the Scorer must notify the Referee that a "1 shot" bonus is in effect. This will be done signaling "1 and 1" with one finger on each hand as the referee reports the foul.
- Once a team reaches the **10th** team foul, the Scorer must notify the Referee that a "2 shot" bonus is in effect.
- The Timer should assist the Scorer in identifying who the foul is called on but should wait until the Referee reports to the scorer's table.

## Special Fouls

- These include Technical, Intentional, and Flagrant fouls
- The same process is used to record these fouls as for Regular Fouls except that they are marked on the score sheet as:
  - Technical fouls on players: "T" is marked over the foul number in the fouls column.
    - If a player gets 2 technical fouls, the Scorer shall notify the Referee. The player will be ejected from the game and forced to remain on the team's bench.
  - Intentional fouls on players: "I" is marked over the foul number in the fouls column. A player with 2 intentional fouls will be disqualified.
  - Flagrant fouls on players: "F" is marked over the foul number in the fouls column. A player with 1 Flagrant foul will be ejected from the game.
  - Technical or Disqualifying Fouls on the coach: the coach's name is inserted onto the score sheet and "T" marked beside the foul number in the fouls column.
    - If a coach receives a technical foul **directly for his/her behaviour**, the foul box is filled with a "**T<sub>D</sub>**". If it is an **indirect foul** because of the behavior of the assistant or the bench, the foul box is filled with a "**T<sub>I</sub>**".

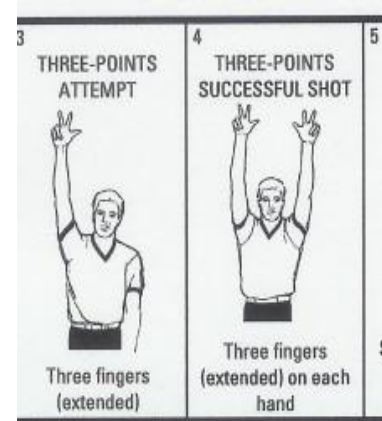
# GCBA Referee Handbook – High School Edition

- If a coach receives 3 technical fouls (*any number of indirect fouls for poor team behaviour* (“**T<sub>I</sub>”**)) and up to 2 direct technical fouls (“**T<sub>D</sub>”**), the coach must leave the gym

## Scoring

- By first marking the running score area for the applicable points
  - Each foul shot is worth 1 point
  - A normal field goal is worth 2 points
  - When a 3-point line exists, the Referee will indicate a 3-point attempt by extending one arm parallel to the floor with 3 fingers extended.

- If the attempt is unsuccessful, that arm will be lowered and no points awarded or noted on the score sheet
- If the attempt is successful, the Referee will extend both arms straight up
- The score sheet will be annotated for 3 points.



- After marking the running score, the Scorer will then mark the number of points beside the player's name in the column in which the score was made (in period 2, under the column for period 2). The Timer should assist the Scorer in identifying who scored the points and the value of the points.
- The Timer should assist the Scorer in identifying who scored the points and the value of the points.

## Time Outs

- The coach or a player on the court may request a time out when their team has ball control
  - 3x full time outs and 2x 30-second time outs per game **are permitted at any time in the game**. The Referee will report to the scorer's table that a time out has been called by a team and the player's number
  - The coach must indicate if he/she wants a 30 second time out immediately or the time out will be charged as a full time out.
    - Signal a 30-second time out by touching the shoulders with fingers
    - Signal a 60-second/full time-out by extending both arms to each side
- Unused time-outs will be carried forward.

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- If overtime is used for playoffs, each overtime period will result in 1 additional time-out for that period. Carry forward of unused time-outs is permitted.
- the Scorer will mark the time out box on the scorer's sheet

### Checking the Score Sheet

Advise the Scorer that the Referee who administered the jump ball at the start of the game will verify the scores and fouls on the score sheet at:

- The end of each quarter
  - Total the scores for all players to see if the running score matches.
    - If there is a discrepancy and the Referee cannot establish why the discrepancy exists, then the running score shall be deemed the correct score.
  - Total the fouls for all players to see if the team fouls total match
    - In the event of a discrepancy, the total of the individual player fouls takes precedence over the running total of team fouls
  -
- the end of the 1st half, use the same process of verification as at the end of each period
- the end of the game, use the same process of verification as at the end of a period and sign the blocks for the referee and umpire
- **The final game score is not official until the Referees sign the score sheet.**
  - If there have been hard feelings during the game, the referee will wait until the teams depart the gym before signing the sheet.
  - In the event of unsportsmanlike behavior, a flagrant foul could be assessed so that the GCBA disciplinary process can be used.

## 4. PRE-GAME ACTIVITIES - COACHES

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### Coaches Responsibilities

- They should have their substitutes at the scorer's table **20 seconds before** each shift ends. The shift changes are just like normal substitutions and are not time-outs.
- They must ensure their players are dressed properly, including:
  - Wearing official GCBA game jerseys, proper coloured undershirts (if the player so desires to wear an undershirt), shorts that do not extend below the knee, and no jewelry or headgear.
  - Jerseys must be completely tucked into the shorts.
  - A player must wear a GCBA jersey or he/she will not be permitted to play.
  - If a player wishes to wear an undershirt/T-shirt under the game jersey, they may do so provided that they have a completely white T-shirt when the team is wearing white; or a GCBA green T-shirt when the team is wearing green. If the player does not have the proper colour, he/she will have to wear only the GCBA game jersey or not play.
  - **For safety reasons**, jewelry, casts or splints for injuries, and hard objects like hair pins or "bobbles" to hold hair are not permitted
- Coaches may request a time-out to the referee when their team has ball control. Both teams may ask the table for a time-out whenever the whistle is used and neither team has control of the dead ball.
- Time outs will be either 60 seconds or 30 seconds long with a 45 second or 15 second whistle/horn, respectively, to warn them it is time to get the players ready to return
  - After the 2<sup>nd</sup> horn sounds the Referee will put the ball into play. This may result in a violation, a delay of game warning, or a technical foul.
- Coaches must remain near their benches and are not permitted to approach the scorer table.
  - With volunteer minor officials, the approach of a coach can cause undue confusion and stress.
  - If the coach feels there has been an error in scoring or capturing of fouls, he may ask the Referee to check out the problem, but should not approach the scorer's table until asked to do so by the Referee.

## 5. PRE-GAME ACTIVITIES - TEAM CAPTAINS

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Approximately 3 minutes before game time, the team captains should be called to the jump circle

The Referee who will administer the jump ball will conduct a **very short briefing** on key points for the game to include:

- The boundary lines for the court
- The 3-second violation will be called rigorously
  - Referees should make a point of reminding players to move through the key.
  - If a player persists in staying in the key even after prior warnings, then no further warnings should be made and the violation called.
    - This is particularly important at the Mini and Minor Bantam level to aid in teaching good skills. At the Bantam and Midget level, it is important to prevent excessive body contact.
- Very briefly, other parts of the game the Referee wishes to reinforce
- Wish both captains a good game

## 6. THE GAME – THE ROLE OF THE REFEREE

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### The Role of Rules

- Rules are established to ensure that both teams have **equal opportunity to win** a game, the winner being the team which exhibits the best playing skills.

### The Role of Referees

- Referees are on the court to control the playing aspects of the game. **Please remember that the game is for the players and that referees are there to help them all have a fair game!**
- If violations and fouls are not called
  - Younger players will not learn the game well
  - Less skilled players will gain advantage
  - It could lead to fighting or injuries
- Referees must ensure that the flow of the game is not destroyed and that they become the focal point of the game

### Game Performance

There are 2 Referees on the court with both having equal power to make calls.

- Teamwork is critical for a good game
- You must not be afraid to blow a whistle to make a call
  - Even if your partner is more experienced, he/she may not always be in a position to make a call.
  - No player has respect for a Referee who will not make a call.
  - Once you blow the whistle, take 2 seconds before raising your hand to indicate the call
    - It gives you time to think what the violation or foul was; gain your composure; and, to look professional as you make the call
- Use a **loud, clear voice** to indicate to the players what the call is and then to communicate with the scorer's table.
  - Once you make the call, everyone in the gym wants to know what it was.
    - How you talk will help send a message that you really had a good angle and that the call was correct.
    - If you are too quiet, it appears that you are not really sure of your call.

## 7. THE GAME – REFEREE MECHANICS

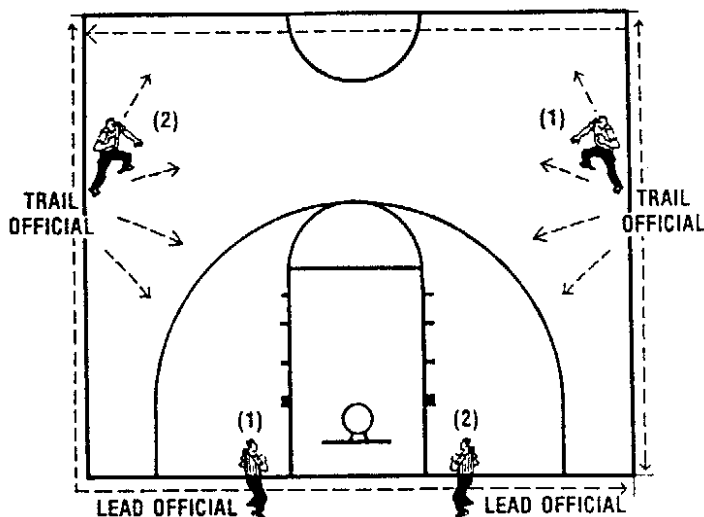
The primary objectives of the Referees are:

- To be in position to see the ball clearly
  - Ideally, the Referee will be able to move into a position where the space between the player with the ball and the opposing player can be seen. This allows the Referee to clearly see any bumping, pushing, backing in, contact with the hands or shuffling of the feet
- Between the 2 Referees, all players on the court must be in sight, not just the players closest to the ball

### A. Lead and Trail Referee Responsibilities

#### BASIC COURT COVERAGE

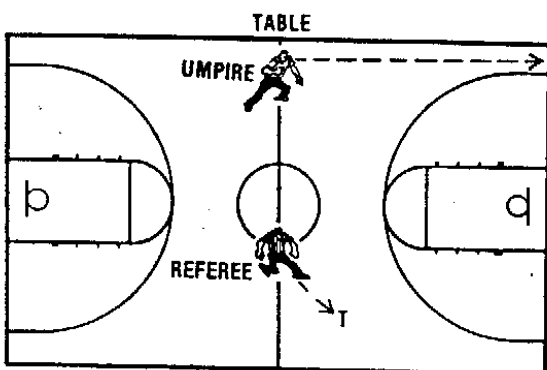
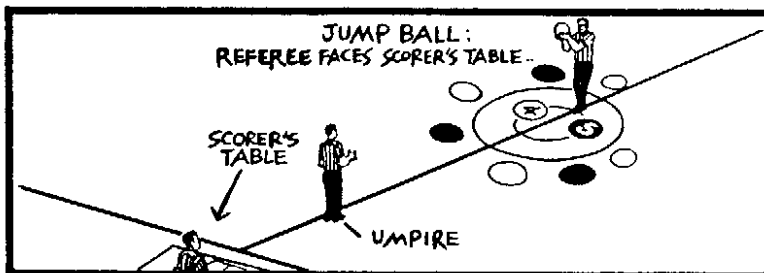
Responsibilities of the Lead and Trail for out of bounds calls are shown in this diagram



For the administration of the throw in the frontcourt the Lead official is responsible for the entire end line and the nearer sideline. The Trail official is responsible for his or her entire nearer sideline and the division line. The broken lines shown are for officials' position (7). The sideline responsibilities change for position (2). Each official will handle the throw in or out-of-bounds play along his or her designated lines. Officials' positions should not be stationary. The officials should always be moving to get proper angle coverage.

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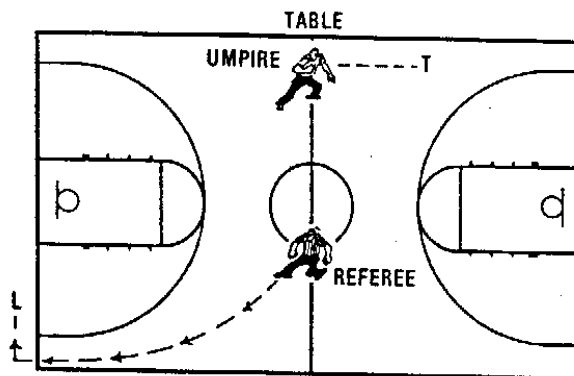
## JUMP BALL POSITIONS



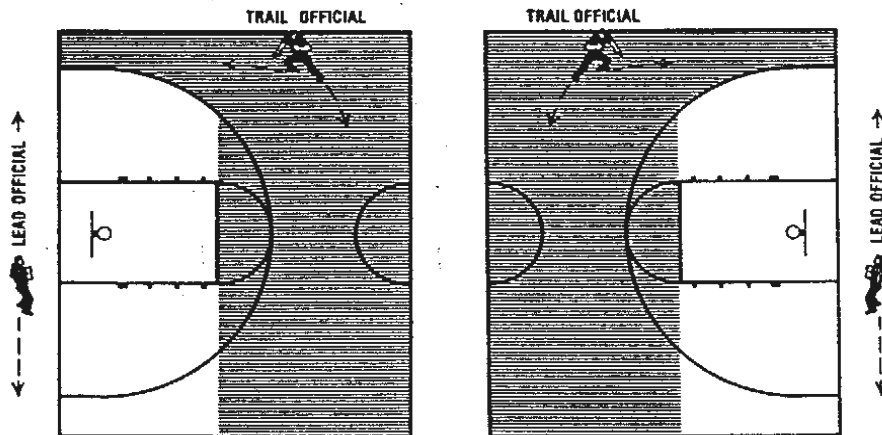
### MOVING AFTER THE TOSS

The Referee faces the table. The Umpire takes a position near the division line and boundary line. When the possession of the tapped ball progresses into a team's frontcourt, the Umpire shall go with the ball and become the Lead official. The Referee will become the Trail official

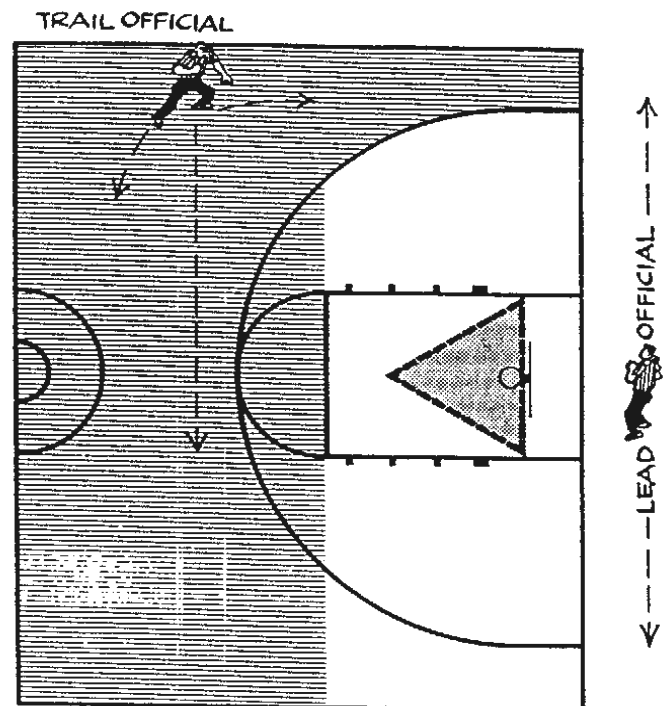
In this diagram, the team that gains possession is in their backcourt. The Umpire goes with the ball and assumes the Trail position. The Referee then assumes the Lead position



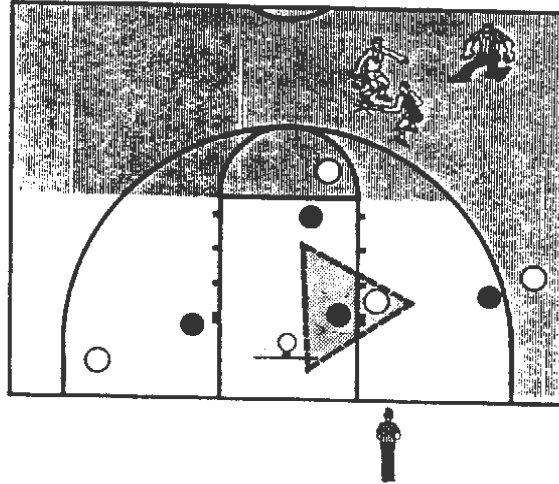
## COVERAGE OFF THE BALL



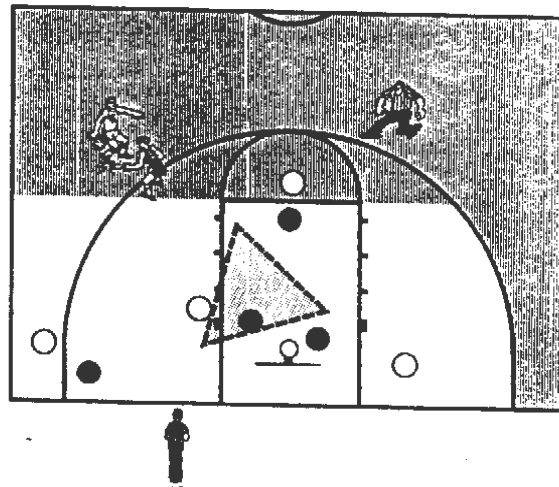
The frontcourt is divided into two areas of primary responsibility. The Lead official has primary responsibility for all action in the unshaded area. The Trail official has primary responsibility for all action in the shaded area. A narrow band of transition area exists where the two primary areas meet and one official's primary responsibility ends while it begins for the other. Even though both officials have primary areas of responsibility, each shall call any infraction which is detected. There are no "reverse" mechanics or crossovers. The jump ball, throw-ins and free throws dictate officiating positions.



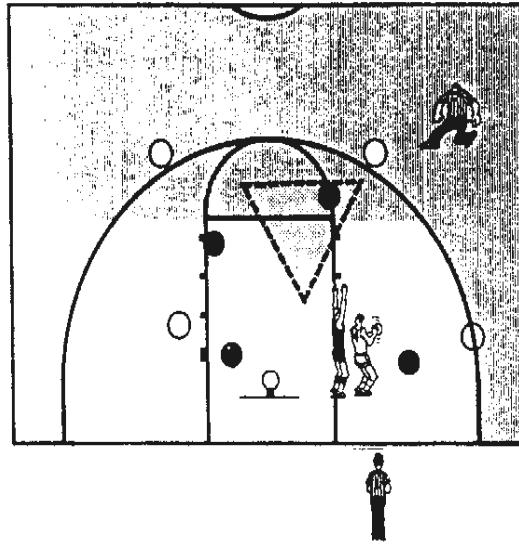
The triangle represents an area which is the most critical to coverage off the ball. While there are other responsibilities to coverage off the ball, the scope of the triangle represents a beginning focal point. The triangle will move as the ball and players move. The official who has coverage off the ball must...



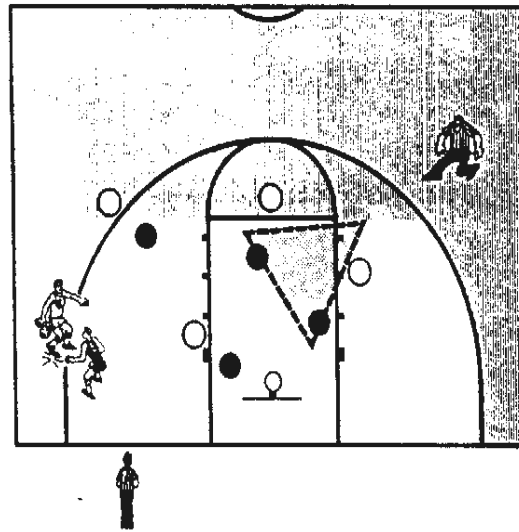
The lead official is looking through the triangle to concentrate on action away from the ball. The triangle moves as the action moves.



The trail must work hard to cover a 3-point try from this area. The lead is well off the end line and focuses on the area off the ball.

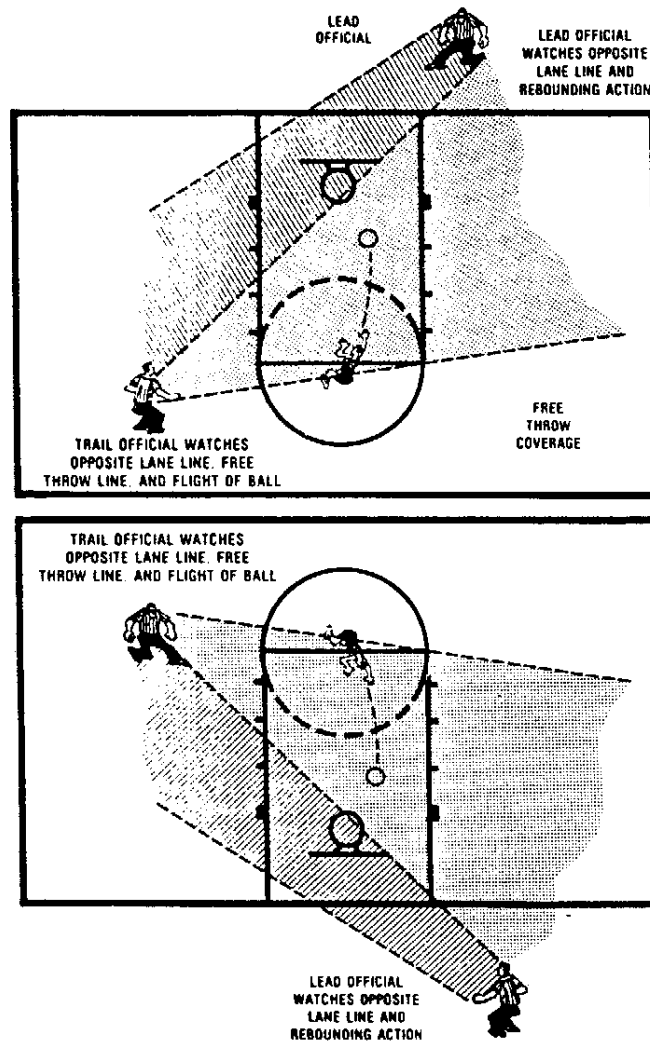


The lead official has the ball while the trail sights through the triangle for good coverage off the ball.



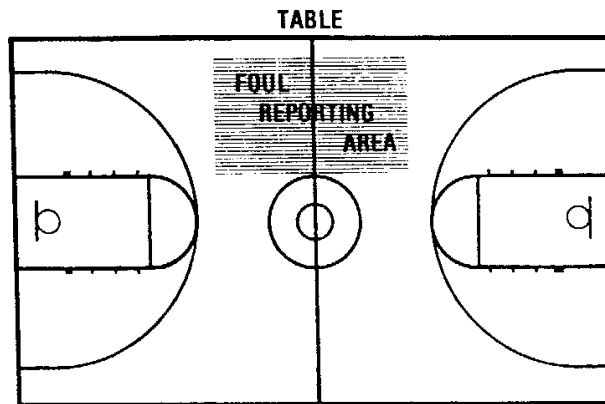
The lead moves to a position to get the 3-point line covered when the ball is in this area. The trail positions to cover the significant action off the ball through the triangle.

- coverage on fouls shots



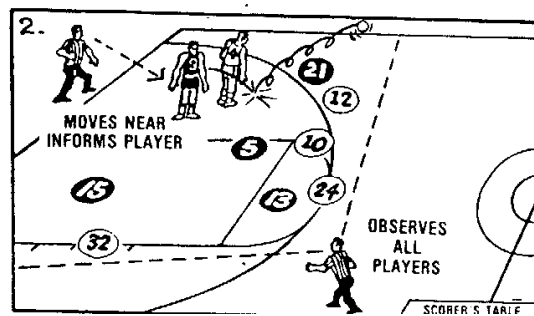
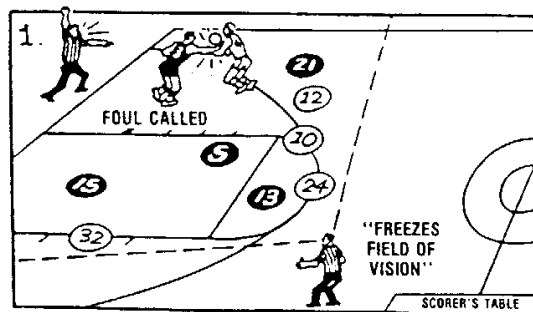
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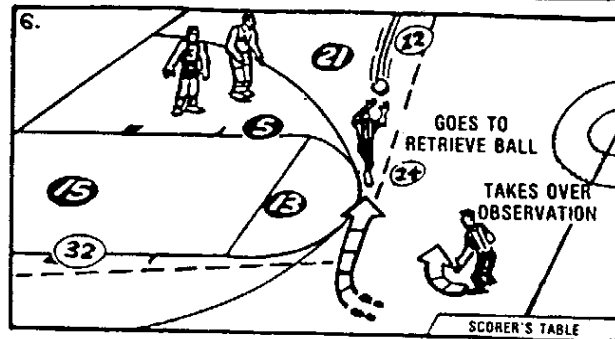
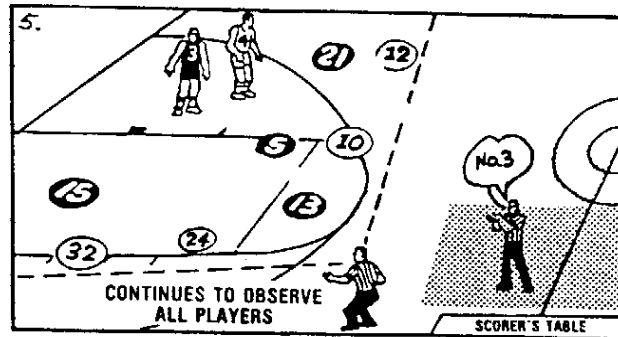
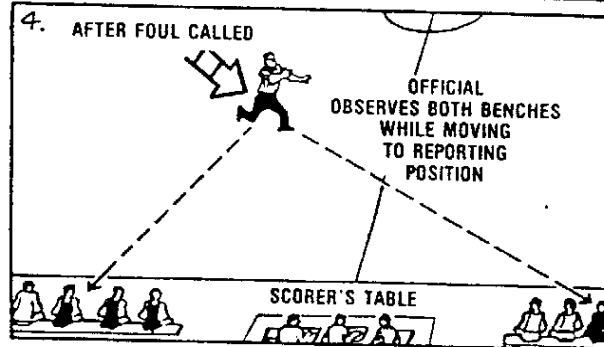
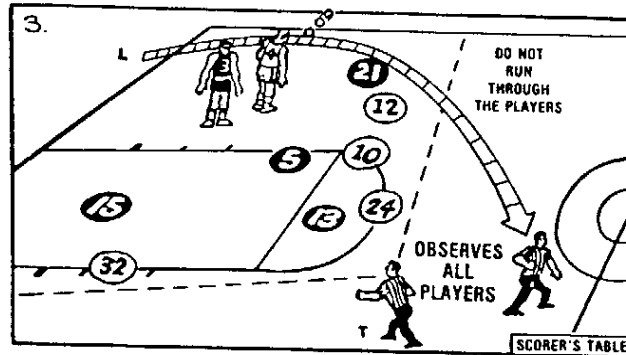
- Calling and Reporting Fouls
  - Foul reporting area



- Sequencing

### PROCEDURE WHEN CALLING/REPORTING FOULS

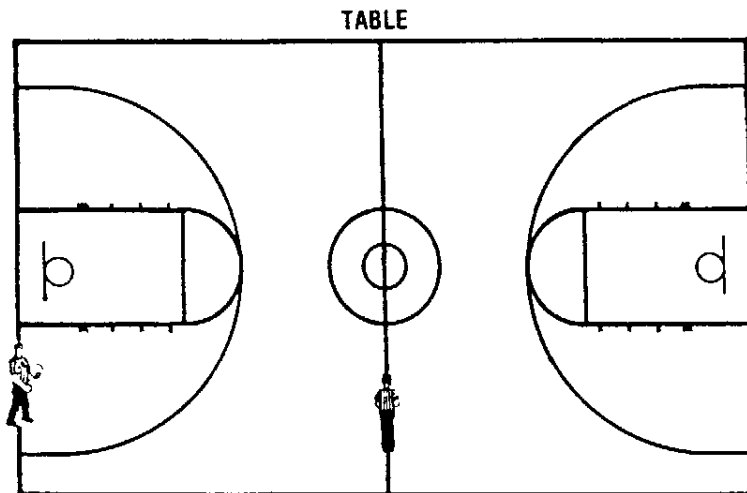




## B. Special Situations

### Time Outs

- The Referee who does not have the ball will recognize the time-out from the scorer table and signal which team has a time out, then stand on furthest side of the jump circle from the table.
- Positioning

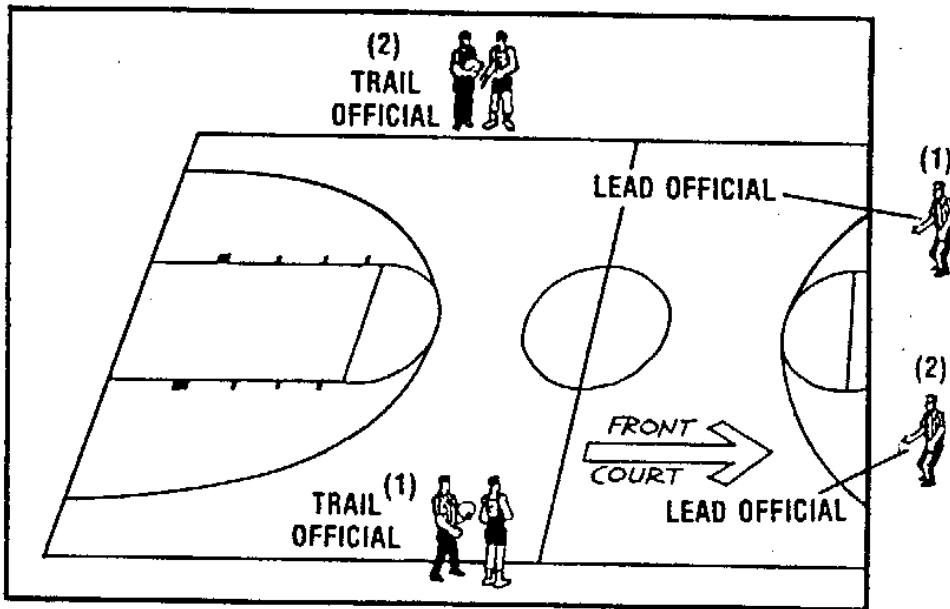
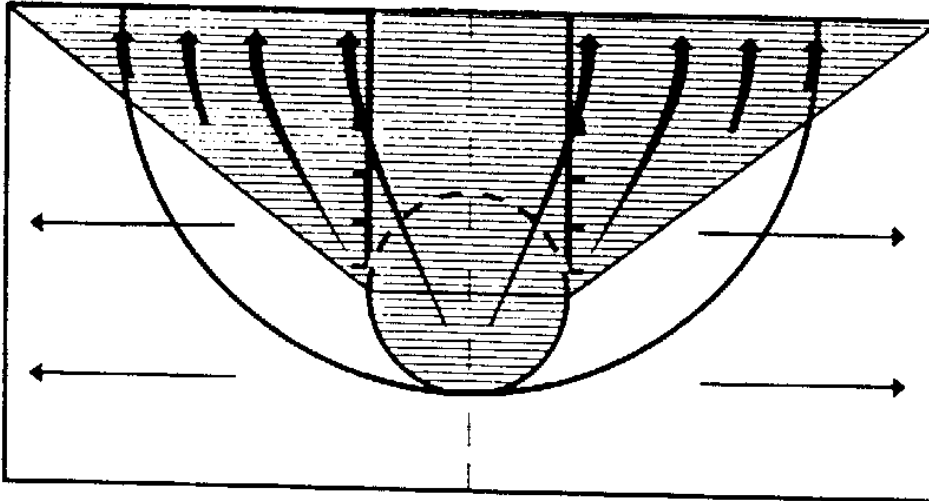


- The Referee with the ball stands at the point the ball will be put back into play.
  - The ball is held in one hand going in the direction of the team who called the time out
  - If throw in is from the sideline and the team is going to the left of the Referee, the ball will be held in the left hand
  - If the throw in is from the baseline and the team is going up the court away from the Referee, the ball is held in front of the Referee
  - If the throw in is from the baseline and the team is coming down the court toward the Referee, the ball is held behind the Referee
- How the ball is held during a time out helps the Referee remember who has the ball to put in play when play is resumed and the direction the throw in should be made

### Putting the Ball in Play

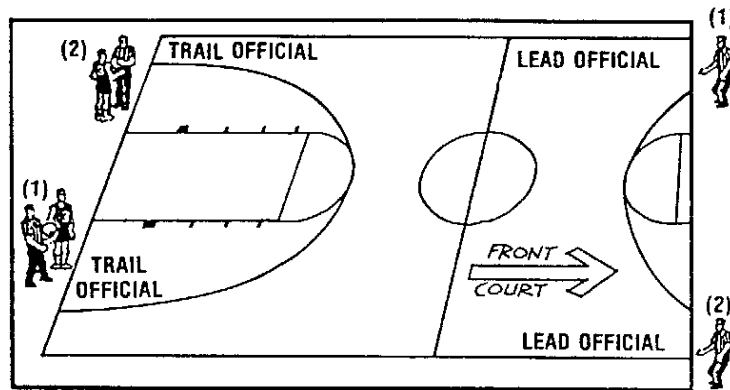
- The Referees always "box in" the player making the throw in by ensuring they have the player between their Lead and Trail positions

THROW-IN SPOT

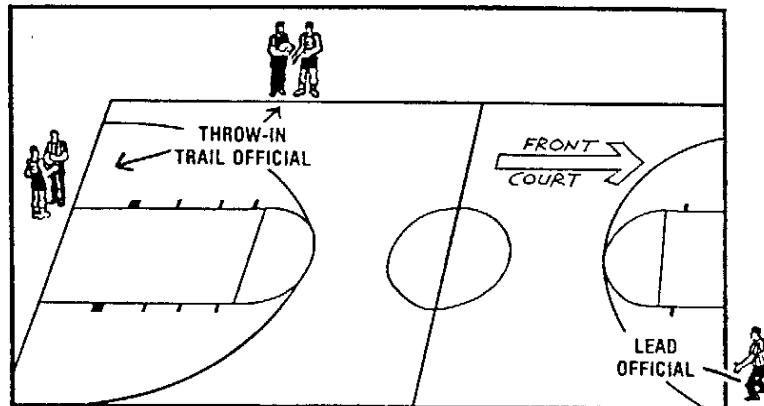


Trail official administers all throw-ins in the backcourt. Trail official holds the ball until the Lead official is down court and across so that both sidelines, the end line and the division line can be adequately covered.

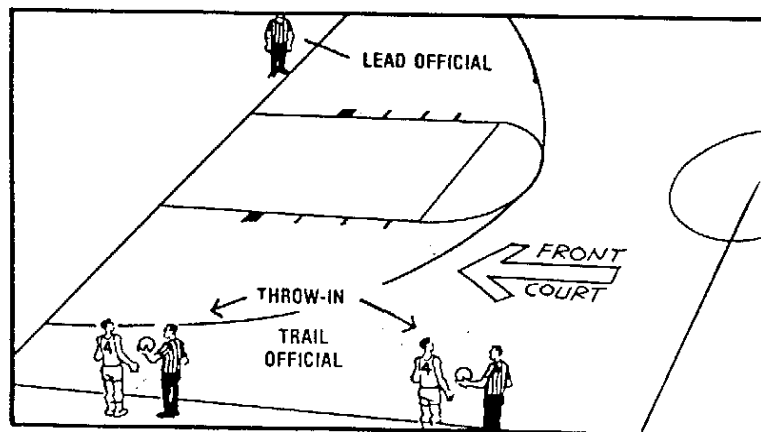
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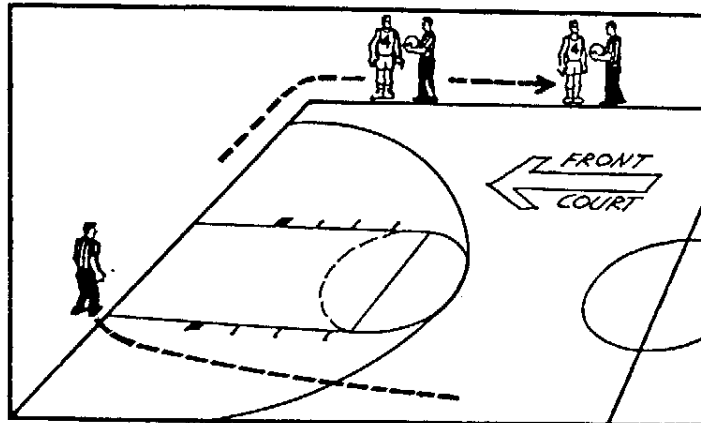
All throw-ins along the end line in the backcourt are administered by the Trail official. The administering official shall be between the thrower and the near sideline.



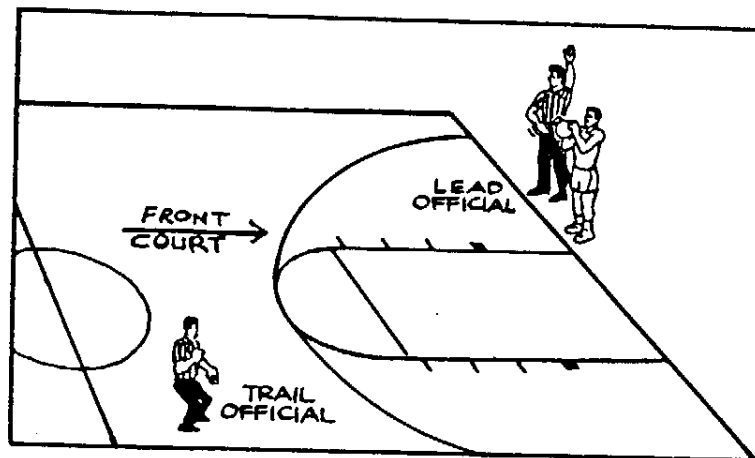
Trail official handles all backcourt throw-ins. Trail official holds the ball and does not hand it to the player until the Lead official is down and across court. The official always takes a position so that both sidelines, the end line and the division line can be covered.



Trail official administers the throw-in on the sideline in the frontcourt to the left. The officials are using the "boxing-in" method. One official is on each side of the thrower and they have both sidelines, end line and division line covered.



Lead official administers the throw-in on the sideline for which he or she is responsible and positions to have the thrower between him or her and the endline. The official administering the throw-in is now the Trail official. Trail official moves to the end line and becomes the Lead official. The same procedure is used on the opposite sideline.



Lead official administers the throw-in on the end line and positions so the thrower is between him or her and the basket. After handing the ball to the player making the throw-in, the official will move along the end line to get in proper coverage position.

## Handing the ball to the player

- The Referee will always stand with the body facing the player making the throw-in. The Referee never faces the court until the ball is handed to the player.
- Using the hand closest to the court, the Referee hands the ball to the player. At the same time, the hand away from the court is raised in the air with the fingers extended.

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- The raised hand tells the Timer that the game time is almost ready to be started again.

### Substitutions

- Substitutions may only be made at the end of a shift in the GCBA House League
- If a player is injured, a substitution may be made if the coach sends a player to the scorer table asking for a substitution. The Scorer will notify the Referee that a substitution is requested.
  - The Referee holding the ball at the point of throw in will not call on the substitution.
  - The Referee without the ball will call on the substitution after blowing the whistle and raising one hand up with the fingers extended
  - This alerts the other Referee that the ball should not be given to a player for a throw in
- The Referee will then ask the player to come onto the court by motioning the open hand from the player toward the Referee.

## 8. THE GAME - VIOLATIONS

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All violations are called by blowing the whistle to stop time; raising an arm with the fingers extended; a signal to indicate what the call is; and, a signal to indicate what direction the ball will be returned to play.

After the ball is returned to play and the Referee's hand is lowered, the Timer will restart the clock.

A chart of basketball signals is included on the last page of this REFEREE HANDBOOK for your review. All calls will cross reference to this chart.

### GCBA Illegal Defence

- This will only be called by GCBA Referee Trainers, not the referees on the court, at the Novice and Atom levels. At other levels, there is no "illegal defence".
- The GCBA requires that all Novice and Atom teams play man-to-man
- To ensure that teams do not use "disguised zone" defence, the following rule applies:
  - A defensive player must remain out of the key until:
    - The offensive player he is guarding makes a move to the key area; or
    - The player controlling the ball makes a move which frees him/her for a direct drive through the key to the basket. The defensive player can then "help out" by dropping into the key to defend against the offensive player.
  - Double teaming by the defence is permitted
  - Triple teaming will be called as a violation
    - A triple team occurs when any 3 defensive players are guarding the man with the ball. If the ball carrier moves toward a third defender *who is still guarding his man*, this is not triple teaming.
- First Violation
  - When an illegal defence is called, the defensive team will receive a warning for the first violation and the ball given to the offensive team to in-bound
- Second Violation
  - The offensive team will be awarded a 2 shot foul and possession of the ball
- Further Violations
  - Result in 2 shot foul and possession of the ball for the offensive team

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- If a problem persists throughout the game, the Convenor should be advised and take action with the offending coach. The Referee Trainer should write comments on the back of the score sheet immediately after the game

### Held Ball (Jump Ball) (see signals chart # 3)

- Situations
  - Whenever two players have control of the ball at the same time
  - The ball goes out of bounds after going off the hands of two opposing players at the same time
  - The ball is jammed between the ring and the backboard
  - A double free throw violation if the basket is not made
  - A double foul occurs and neither team had control of the ball
    - Note: if a player in the air returns to the ground with the ball, even if the ball is held by both teams, a travel violation will occur
- After the ball is put in play and the Referee's hand is lowered, the time is restarted and the possession arrow turned in the opposite direction to what it was before the call.

### Travel (see signals chart # 13)

- **A pivot foot must be established** by the offensive player by one of the following methods:
  - While stationary and receiving a pass, the back foot becomes the pivot foot
  - If running, the player may take 1 step to stop before the back foot becomes the pivot foot
  - If in the air and lands on one foot, the player may take 1 step before the back foot becomes the pivot
  - If in the air and lands on both feet at the same time, either foot can become the pivot
- If the **pivot foot is lifted prior to dribbling the ball**, then a traveling violation occurs and the ball is given to the other team.
- **Lifting the pivot foot** is legal to make a pass or a shot but the foot may not return to the floor before the ball is released on the pass or shot.
- **Airborne player returns to floor with ball** is a violation, unless the ball is held by both teams. This would be a held ball not a travel violation.
- **Falling to the floor with the ball, rolling over, and getting up with the ball before dribbling** are all travel violations
- **Sitting up with the ball** is not a travel violation

### Throw-Ins (see signals chart # 18 and # 25)

- Time

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- Once handed the ball by the referee, the player has 5 seconds to **release** the ball into the playing area. If not released before 5 seconds, a throw-in violation is called.
  - The ball does not have to touch a player on the throw-in to avoid the time violation. However, the game clock does not start until a player touches the ball.
- Throw-in Ends (**RULE CHANGE 2007**)
  - The throw-in ends when the pass is legally touched. It will not end on a violation. If a violation is called, the throw-in has not ended and the ball will be returned to the original throw-in team for another throw-in. For example, if the ball is fisted or kicked, the throw-in will be redone.
  - If the throw-in was an alternating possession throw-in, then the alternating possession throw in will be the replacement throw-in. The arrow will not be changed until after the replacement throw-in.
- Out of Bounds Pass
  - Should the throw in pass go out of bounds without touching a player, the opposing team will be awarded a throw in from the original site of the throw in, *not at the point where the ball went out of bounds.*
- Delay of Game / Returning to Play
  - If a team is not at the throw in site within a reasonable time after a stoppage in play (especially after a time out), the Referee will place the ball on the floor at the point of the throw in. The Referee will count off 5 seconds as per signal chart # 25
    - At the end of 5 seconds if the offensive team has not put the ball into play, then a violation will be called and the ball awarded to the other team.
  - If both teams are slow to take the ball, the Referee may issue a formal delay of game warning to the coaches.
  - If a team fails to respond, a technical foul will be charged to the offending coach.
- Designated Spot
  - Unless a field goal is scored, any time a Referee handles the ball, the throw in is deemed to be from a designated spot.
  - The player may move in more than one direction, but must have one foot over or in the 3-foot wide corridor at the designated spot. There is no limitation on how far back the player can move.
- Throw-In Conditions
  - The throw in must be made to a player on the court. No other team mate must be out of bounds at the time of a throw in. If so a violation is called and the team loses their throw in and a warning is issued. If it happens again, a technical foul is called on the player.

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- After a field goal, the Referee does not handle the ball and the player may in-bound the ball by running along the baseline. If a time out is called before the ball is in bounds, the team in possession of the ball can still run the baseline after the time out is over.
  - In this situation, the ball may be passed to another teammate who steps out of bounds along the baseline as long as the first player steps in bounds immediately.
- Reaching Over the Plane of the In-Bounds Line (see signal chart # 2)
  - The offensive player must pass the ball into the court. It cannot be handed to a player who is on the court. The other team gains possession.
  - The defensive player cannot reach across the out of bounds line.
    - If this happens but the ball and throw in player are not touched, a warning is given. A second violation results in a technical foul.
  - The defensive player cannot reach across the out of bounds line and touch the player or the ball. (see signal charts # 6 and # 12)
    - If this happens, then no warning is given and a technical foul is called for delay of game if the ball was touched or an unsportsmanlike foul if the player was touched.

### Double Dribble or Illegal Dribble (see signals chart # 14)

- The ball may be dribbled using only 1 hand at a time.
- A player may not pick up the ball from a dribble and then start another dribble.
- If an opponent touches the ball and causes the dribbler to lose control, the player who was dribbling may pick up the ball and start a new dribble (RULE CHANGE 2007)

### 3 Seconds (see signals chart # 15)

- Offensive players may only be in the key for 3 seconds *once the offensive team has crossed the ball over the mid-court line.*
- If the team in possession of the ball loses control of it making a shot, then the 3 second count is ended and not restarted until the ball is back in control of the offensive team.
  - If the ball is not controlled by the offensive team, offensive players may remain in the key until control is regained and another 3 seconds pass.

### Closely Guarded (see signals Chart #18)

- Once the offence is in its front court, if a defensive player stays *within 6 feet of the ball handler* while the ball is being dribbled or held for 5 seconds, then a violation is called.

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- A player holding a live ball on the playing court that is guarded by an opponent that is within 6 feet has 5 seconds to pass, shoot or dribble the ball.

## 10 Second Half Court Rule (see signals chart #18)

- The offensive team must get the ball into the front court within 10 seconds after the ball has been thrown in and controlled by the offensive team. If they take longer, a violation is called.
- The 10-second period will restart when the team that had control is awarded a throw-in in the backcourt as a result of :
  - Ball goes out of bounds
  - Player on the same team is injured
  - Jump ball is called
  - A double foul
  - A cancellation of equal penalties against both teams

## Half Court Defence

- The GCBA has special rules for half- court defence.
  - In the Novice Division, no defence can be made against the offensive team from the time the offensive team gets control of the ball in their back court until they cross the mid-court line
  - In the other Divisions, if a team is leading by 15 or more points, it cannot apply any defence until the offence crosses the mid-court line.
- If there is a violation, a verbal warning should be used.
  - If the problem continues and checking in the front court denies the offensive team a chance to score, a violation can be called and a warning issued. After that, a technical foul can be charged to the coach.

## Over and Back (see signals chart #16)

- The offensive player must have *both feet and the ball fully* over the mid-court line to be in the front court.
- Once this happens, if the player then moves any part of the feet or the ball onto the mid-court line or into the back court, then a violation is called and the ball given to the opposing team.

## Deliberate Kicking the Ball

- The ball must be **deliberately kicked** *by a player* in order to make this call. Accidental contact with the ball or fumbling the ball off of a foot will not be a violation. **Contact with any part of the leg is considered kicking if the action is intentional.**
- Signal is made by giving a kicking motion with the leg and then pointing in the direction of the team that will gain possession.

## Foul Shots

- A maximum of 4 defensive players and 2 offensive players may occupy the lane spaces. Unoccupied spots may be filled by the opponents but the total of 4 defenders may not be exceeded.
- The bottom two spaces must be filled by the defensive team before shots are taken.
- The shooter may not touch or cross the foul line before the ball hits the rim.
  - If a basket is scored, it is not counted because of the violation. Play is stopped immediately and the ball given to the opposing team for a throw in.
  - If the basket is missed, play is stopped and the ball given to the opposing team for a throw in.
- Rebounders must remain in their lanes until the ball hits the rim
  - Offensive team violations result in the immediate loss of the foul shot.
  - Defensive violations result in a re-shoot of the foul shot if it was missed. If the foul shot was made, then no re-shoot is required.
- While waiting for the foul shot, rebounders may not lean or extend their arms into the adjacent space along the side of the key.
  - No violation is called but a warning should be made. If the reaching continues after the ball is made, a pushing foul on the rebounding action may be called.
- No defensive player may cross any foul lane line before the ball hits the rim.
  - A violation by the defence results in a re-shoot of the foul shot, if the original foul shot was missed.
  - If the defensive player crosses the foul line and contacts the shooter, the re-shoot of the original foul shot will take place. In addition, a foul will be called for the contact and another 2 shots given to the foul shooter.

## Carrying the Ball (see signals chart # 16)

- The dribbler may not allow the ball to stop moving in the middle of the dribble, let the ball rest in the palm of the hand, or change the direction of the dribble in mid-air.

## Violation for leaving the Court (see signals chart # 16)

- If a player goes outside of the court area to avoid a screen or a 3-second call, a violation occurs

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- The violation must be called before any other activity For example if a player goes out of the court to get around a screen, the violation occurs at the moment he/she left the court

## 9. THE GAME - FOULS

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All fouls are called by blowing the whistle to stop time; raising an arm with the hand in a fist; a signal to indicate what the call is; and, a signal to indicate what direction the ball will be returned to play.

A chart of basketball signals is included at the end of this REFEREE HANDOUT for your review. All calls will cross reference to this chart.

### **Holding** (see signals chart # 8)

- Any holding of any part of a player with the hands or arms is considered a foul. This includes using extended arms to limit the movement of an opposing player.

### **Contact While Shooting** (see signals chart # 7 and # 9)

- Contact with any part of a player who is in the act of shooting is a foul.
- A player is still in the act of shooting while in the air, even if the ball has left the hand of the shooter, and remains so until one foot returns to the floor.
- Any player who undercuts or pushes the shooter while he/she is in the air will be given an intentional or flagrant foul, depending on the severity of the contact.
  - This is a very serious type of foul which can result in physical injury and demonstrates a serious disregard for proper personal conduct.

### **Illegal Use of Hands** (see signals chart # 10)

- Slapping and contacting any part of the offensive player *other than the hand on the ball* is a foul.
  - Contact with the dribbling hand is not a foul. The hand is considered part of the ball while in the dribble.
- “Reaching In” is not a foul unless there is contact that is significant to create a disadvantage in play.

### **Hands Near Eyes** (see signals chart # 6)

- **Putting hands in front of any player’s eyes is a technical foul**

### **Pushing** (see signals chart # 9)

- Two forms of pushing generally occur: using the body (legs, hips, upper body) and using the arms. Both are fouls.

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- Backing In
  - A player commits a foul if he moves the body against a defender and moves the defender out of position.
- Pushing Forward
  - A player commits a foul if the body or the arms are used to force the opponent out of the way or out of the position which they had gained fairly. It includes:
    - Moving a player from behind with a leg
    - Moving the body against the other player
    - Using the arms to push the player ahead or down (on a rebound) or to the side

## Blocking (see signals chart # 39)

- If the defensive player has not established position in front of the offensive player (but not necessarily standing still) *and contact occurs on the side of the body of the offensive player*, then a blocking foul is called.
- If contact is made with the body of a shooter at any time after the shooter starts the motion to shoot or lay up until such time as the shooter returns with both feet on the floor, then a foul is called for blocking

## Team Control (see signals chart # 7)

- Any foul by the offence, other than the player with the ball, is considered a team control foul. To be a team control foul, the team must have control of the ball. There is no control during throw-ins, free throws, shots, an interrupted dribble, or rebounding (until the ball is controlled).
- Team control fouls are recorded against the player involved and the running foul count for the period.
- Screening penalties are offensive blocking fouls. A legal screen is one where
  - The offensive player setting the screen is not moving or bending into the defensive player and is short of contact
  - If the screen is placed as follows:
    - Made directly behind the defensive player
      - There must be at least one pace is left for the defensive player to move
    - Made to the side or front of the defensive player
      - No space is required but the screening player may not push with body or arms.
- No foul shots will be given in bonus (7 fouls) situations on team control fouls

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- The defensive team is given the ball for a throw-in.

### Player Control (see signals chart # 11)

- Player control/charging can only be called on the player with the ball
- The foul counts toward the team fouls but once bonus status is in effect do not result in fouls shots. Instead, the ball is given to the opposing team to put in play by a throw in.
- If the dribbler attempts to get around a defensive player that has established position *and creates contact on the chest of the defensive player*, then a charging foul is called.
- If the shooter makes a shot but then runs into a defender before the shot is complete (the shooter has not yet returned to the ground), then a player control foul is called.
  - If the contact occurred before the ball left the hand of the shooter, the goal is disallowed.
  - If the contact occurs after the ball has left the hand of the shooter and the ball goes through the basket, the basket will count.

### Double Fouls (see signals chart # 12)

- When fouls are called on both the offence and defence at the same time, the team that had control of the ball at the time will retain possession of the ball.
- If there was no team control at the time of the foul, the alternating possession arrow is used.

## 10. THE GAME - SEVERE FOULS

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The following fouls are those that can cause serious injury and are contrary to the GCBA Fair Play policy. Referees, coaches and convenors must be aware that they all have a responsibility to ensure appropriate behaviour in the GCBA House League play.

### Intentional Foul (see signals chart # 12)

Any time a player fouls to take away an obvious advantage for the opposing team or makes contact away from the ball, an unsportsmanlike foul is called.

- The offended player is awarded 2 shots, with all players other than the shooter at the mid-court line, and possession of the ball at the point nearest the foul are given as a penalty.
- The offending player is permitted to remain in the game unless disqualified by having 5 fouls.

### Flagrant Foul

This is normally a violent act or a non-contact act which is unacceptable for the game of basketball. Fighting, taunting, or extreme physical or verbal actions will warrant a foul call in this category.

- The offended player is awarded 2 shots, with all players other than the shooter at the mid-court line, and possession of the ball at the point nearest the foul are given as a penalty.
- The offending player must leave the court and remain seated on the team bench until the game is over.
- The Referee shall report this type of foul by writing on the front of the score sheet the circumstances leading to the call. This should be done before play resumes.

### Technical Foul (see signals chart # 6)

#### Players

This foul is given out for non-contact fouls which are general for unsportsmanlike conduct that either cause disrespect for the game of basketball or could result in a significant disadvantage in the play.

- Some examples are:
  - swearing,
  - contact with a thrower-in before the ball is released,
  - flopping on the floor before contact is made,
  - running off of the court to avoid a screen,

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- too many players on the floor,
- putting a hand in front of an opponent's eyes,
- holding onto the ring when there is no danger below,
- slapping the backboard without trying to block a shot,
- spiking the ball or otherwise demonstrating unhappiness with a call,
- verbally disrespecting the game or the official
  - Cussing in a voice that is not heard by all in the gym should be accepted as a reasonable expression of frustration.
  
- The other team is awarded 2 shots that may be attempted by any player of that team, with all players other than the shooter at the mid-court line, and possession of the ball at the mid-court line.
  
- A Player is ejected from the game when a 2<sup>nd</sup> technical foul is called.
  
- The Referee shall report on any situation where 2 technical fouls are awarded to a player by writing on the front of the score sheet the circumstances leading to the calls. This should be done before play resumes.

### Coaches

The Coach is responsible not only for his actions but also those of his team on the bench and his assistant coaches. Two types of technical fouls can be called on a coach: direct and indirect.

- Direct technical fouls are the result of poor behaviour by the coach. The behaviour includes such things as disrespectful comments or gestures to the officials.
  
- Indirect technical fouls result when the coach does not exert control over:
  - The behaviour of his players on the bench
    - The coach is responsible for the proper conduct of all players on the bench as well as those of his assistants on the bench. Swearing, coaching the referees, and disrespectful comments or gestures to the referees are the major areas of attention.
  
  - The use of illegal defences and full court defences when a 15 point spread exists.
    - Normally a warning is given about defences used by the players on the floor before an indirect technical is charged to the coach.

## 11. POST GAME ACTIVITIES

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### Sign the Score Sheet

- As soon as the horn sounds to end the game, the Referees should move directly to the Scorer's table. Before the clock is turned off or changed to prepare for the next game, the Referee who has administered the jump ball must verify the final score and sign the score sheet. The other Referee must also sign. When that is done, the clock and scoreboard may be prepared for the next game.

### Post Game Discussion

- It is always a good idea to go over general types of calls that you made with your partner while the experience of the game is fresh in your mind. If you are with the GCBA Head Referee or Trainers, they will take you aside to go over mechanics and possibly to refresh your knowledge of other aspects of the game.

### Reports

- Ensure that reports for Technical, Intentional or Flagrant Fouls are written on the front of the score sheet. Since they were written at the time of the incident during the game, this is the time to make sure the report is complete and understandable for those who were not there.
- The Referee must also contact the Chief Referee to ensure that the situation is identified and that corrective and/or disciplinary action is taken.
- You may be called upon by the GCBA Executive to give your side of the story in the event of a serious problem. The clearer your report the better you will be able to remember the important points.

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## Signals Chart

1  Start clock	2  Stop clock or do not start clock — plus 19 toward the table for radio/TV time-out	3  Stop clock for jump/hold ball	4  Beckon substitute ball dead - clock stopped	5  Stop clock for foul
6  Technical foul	7  Blocking	8  Holding	9  Pushing or charging	10  Illegal use of hand
11  Player control foul	12  A. Intentional foul B. Double foul	13  Traveling	14  Illegal dribble	15  3 second violation *Open hand-run end line
16  Over and back or carrying the ball	17  Free throw, designated spot, or other violation	18  5 or 10 second violation - use both hands for 10	19  Direction signal	20  Designates out-of-bounds spot
21  No score	22  OR Goal counts or is awarded	23  AND Point(s) scored (use 1 or 2 fingers)	19  PLUS Direction signal	
24  Bonus free throw for 2nd throw drop 1 arm - for 2 or 3 use one arm with 2 or 3 fingers *Free throw violation by B	25  Visible Counts	26  3-Point Field Goal Attempt	 And If Successful	