



2023 Referee Appointments Process – Senior Competitions

Squadi

Squadi is the online appointments system used for all Football West competitions and all referees are provided with a *Squadi* login as part of their registration. If you have not logged into *Squadi* before, please use the email used to register via PlayFootball and upon logging in, please hit the reset password. Please ensure you check your inbox and junk mail for prompts, if neither have appeared, please contact referees@footballwest.com.au.

Availability

All referees in senior competitions are required to enter their availability in *Squadi* for the upcoming weekend by **9am Monday**. This availability data will be captured at 9am each Monday and any changes made after this time must be communicated to the Referee Department as soon as possible. For the avoidance of doubt, any changes made to your availability in *Squadi* after 9am Monday must be accompanied by an email to the Referee Department.

Appointments

All referees will be appointed will be, where possible, 2 (two) fixtures every Sunday. Any referees who only wish to be appointed to 1 fixture must select the “1 Appointment per Sunday” option on the form. Subsequently, any referees who are returning from injury or through any other circumstance can only referee 1 game for this upcoming week, must notify the Referee Department before **9am Monday**.

Confirming Appointments

All referees are expected to confirm their acceptance or otherwise of appointments in *Squadi* within 24 hours of the appointments being released. Referees who have not confirmed their appointment within 24 hours will be removed if there is another referee available for that appointment.

Late/Non-Attendance

Late arrival or failing to attend appointments damages the reputation of Football West and all referees. A referee that arrives late to an appointed fixture or fails to attend an appointed fixture without due cause will be fined 100% of the match fee under Section 5.3.1.2 of the Match Officials’ Guide in the first instance. Any additional instance by the same referee will result in removal from all appointments until determined otherwise by the Referees’ Technical Committee.

Late Call-Offs

Calling-off a match after 4pm on the business day prior to the fixture is considered to be a late call-off. Although in some circumstances late call-offs can be for acceptable reasons (e.g. emergency), it is important that the correct process is followed. Late call-offs must be communicated to Operational Support by phone call (not text or email) as soon as possible, or to the Referee Department if there is no answer. Late call-offs for non-acceptable reasons may result in a fine under Section 5.3.1.2 of the Match Officials’ Guide if we are unable to appoint another referee.