



STAR 1-4 Event Assessor Resource Guide

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Overview

This resource has been created for STAR 1-4 event assessors to become familiar with all aspects of officiating at this event level, including:

- The roles and responsibilities of the STAR 1-4 event assessor
- The STAR 1-4 event structure and procedures
- The panel structure and process for STAR 1-4 events
- The roles and responsibilities of the appointed referee
- Additional information to support STAR 1-4 event assessors

Technical information and the application of standards of assessments for all elements and program components is provided through the [STAR 1-5 Coach Assessor Training](#) and/or the STAR 1-4 Event Assessor Technical Training pre-course (available in 2022) on the Skate Canada eLearning site. Individuals completing the STAR 1-5 Coach Assessor Training can refer to the [Notice Board](#) communication which outlines the specific modules to be completed.

Note: References to STAR 5 will be made throughout this resource. While STAR 5 is outside the scope of the STAR 1-4 events, it will be referenced to provide officials with an overview of the entire STAR 1-5 structure.

Introduction to STAR 1-4 Events

STAR 1-4 events may be the first time a skater is introduced to performing and/or being assessed by external people. The experience at this level is designed to be safe, welcoming, and inclusive for all skaters.

Officials play a key role in creating this positive and fun environment for skaters, coaches and volunteers.



The STAR 1-4 Event Assessor

Definition of a STAR 1-4 Event Assessor

A STAR 1-4 event assessor is a qualified individual who acts as part of a panel of three to identify and assess the quality of elements performed as well as determine the program component marks for the overall performance of each skater or team.

STAR 1-4 event assessors may act as event assessors at any STAR 1-4 event that uses Assess to Standard or Standard with Ranking categories to assess the skaters.

In STAR 5 and higher events, the Cumulative Points Calculation (CPC) judging system is used. The CPC requires two sets of officials:

Technical Panel	Identifies elements and determines the difficulty level of certain elements. The technical panel also identifies falls and bonuses and applies deductions as applicable.
Judging Panel	Assigns quality marks to each element (Grades of Execution) and assigns program component scores for five aspects of a skater's program. The judging panel also applies deductions as applicable.

In contrast, STAR 1-4 event panels require only one set of officials who work collaboratively and function as a combination of both a judging panel and a technical panel by identifying and assessing the quality of elements and program component marks.

STAR 1-4 Event Assessor Qualification

There is one qualification for STAR 1-4 event assessors. Requirements for qualification can be found within the [STAR 1-4 Event Assessor Pathway](#) available on the Info Centre.

STAR 1-4 event assessors are qualified to officiate in the following categories:

- STAR 1 Element Event
- STAR 2-4 Freeskate Programs
- STAR 1-4 Synchronized Skating events
- STAR 2/3 Pattern Dance (solo and couples)
- Showcase 1 and 2
- Creative Improve 1 and 2
- Element Events (individual and team)
- Special Olympics:
 - o Level 1-5
 - o Solo & couples dance – Introductory and level 1
 - o Pair level 1-3

STAR 1-4 Event Assessor Competencies

An effective STAR 1-4 event assessor must demonstrate the following attributes:

- Assessment skills
 - Technical knowledge
 - Decision-making
 - Integrity
- Interpersonal skills
 - Rapport
 - Communication
- Deportment
 - Self-management
 - Professionalism
 - Collaboration
 - Leadership
 - Flexibility

Individuals pursuing the STAR 1-4 event assessor qualification will be assessed on these competencies throughout the pathway.

Roles and Responsibilities

The Team

Many individuals are responsible for the success of each STAR 1-4 event. STAR 1-4 event assessors will interact with many of these individuals in a competition setting.

The following chart identifies the various individuals and provides a brief summary of their roles relating to the STAR 1-4 competition setting:

Who	Roles and Responsibilities– including but not limited to
STAR 1-4 Event Assessor	A qualified individual who acts as part of a panel of three to identify and assess the quality of elements performed as well as determine the program component marks for the overall performance of each skater or team.
Referee	An appointed individual on the panel who oversees the conduct of a specific event.
Assistant Referee at Ice Level (Synchronized Skating)	An appointed individual who manages and monitors all activity at ice level as designated by the event referee (e.g., permits entry to ice level, monitors ice conditions, etc.).
Technical Representative (Tech Rep)	An appointed individual responsible for creating the event and officials' schedules and who oversees the onsite running of the entire competition. They may also collaborate with local organizing committees for the event preparation which may include activities such as grouping skaters into respective flights according to the program requirement guide and logistics for officials.
Data Specialists	<p>Qualified individuals who calculate the results of sanctioned figure skating competitions/events.</p> <p>Chief Data Specialist Oversees the team of data specialists at a competition/event and works closely with the technical representative and referee of each event (i.e., conduct of draws for starting order).</p>
Event Technicians	<p>Music Operator Manages the playing of all music during the event, including the program music of all skaters as well as any music played outside of this (e.g., warm-up music). When directed by the referee, stops the music during performance interruptions.</p> <p>Announcer Responsible for making all announcements throughout the duration of the event. This includes announcements related to warm-ups, calls to start of each skater, and the start and conclusion of the event segment.</p>
Skate Canada Coach	A NCCP Skate Canada Regional Coach, In-training or higher, who is registered and in good standing. Coaches may accompany skaters throughout the event.
Ice Captain	An individual responsible for confirming and ensuring skater arrivals for each event. Allows entry of skaters onto the ice surface for warm-ups.
Volunteer	An individual who may assist in any aspects of the event (e.g., registration, security, operations, food, etc.).

Role and Duties of the STAR 1-4 Event Assessor

The role of the STAR 1-4 event assessor includes the following:

- Officiate an event in an efficient and timely manner.
- Ensure the safety of all competitors.
- Create a positive environment.

A complete list of the general duties of all officials can be found in the Skate Canada Rulebook > Officials > [Duties of Officials](#). STAR 1-4 event assessor must adhere to all General Duties of Officials as well as the [Duties Specific to the STAR 1-4 Event Assessor](#).

Responsibilities of the STAR 1-4 Event Assessor

In STAR 1-4, events are assessed by a panel consisting of three STAR 1-4 event assessors. During an event, this panel works as a team to reach a consensus on the following:

- Identification of the elements executed and the associated assessment.
- Assessment of the program components.
- Verification of the well-balanced program criteria.
- Recording of elements and assessments on the marking sheet.

These responsibilities are the same in all disciplines. Certain responsibilities are specific to the position of the event assessor on the panel. Event assessors will be assigned to a position 1, 2 or 3 on each panel. The specific responsibilities of these positions will be outlined later in this document.

Responsibilities of the STAR 1-4 Referee

Every skating event has a designated “referee” that is assigned in advance by the technical representative. The duties of the referee can be fulfilled by the event assessor in position 1, 2 or 3 on a STAR 1-4 panel. Generally, this role is assigned based on experience. The referee oversees the conduct of a specific event.

A referee must be able to focus on two jobs at the same time: referee duties and assessment duties. Referees must also be familiar with all regulations of governing an event, including warm-up times, program lengths and the correct procedures surrounding interruptions and withdrawals. Further information on the responsibilities of the referee is provided later in this document.

Restrictions

STAR 1-4 event assessors must be aware of the following restriction that will prevent them from acting as an assessor on a STAR 1-4 event panel:

- Situations where the official is closely related* to another member of the panel.

*Husband, wife (or common law spouse), mother, father, grandfather, grandmother, daughter, son, granddaughter, grandson, sister, brother, niece or nephew and such similar relationships created at law.

STAR 1-4 Event Assessor Resources

STAR 1-4 event assessors are expected to bring or have on hand all current and relevant material necessary to officiate the applicable STAR 1-4 event.

STAR 1-4 event assessors must be familiar with the content and location of the following documents which are updated each season. All documents, housed on the [Digital Materials Catalogue](#), can be found through the [Competitions Resource Guide](#) on Info Centre. Updates or clarifications can also be observed on the [Notice Board](#).

- Skate Canada Technical Requirements Guides
- STAR Event Standards for Assessment Guide
- STAR Program Requirements Reference Guide
- STAR Quick Reference Guides
- STAR 1-4 and Beginner, Elementary Event Management and Procedures Guide
- Pattern Dance Procedures for Referees without Technical Panel
- Scale of Values Tables

The chart below provides a brief description of each document listed above:

Document	Description
Skate Canada Technical Requirements Guides	STAR 1-4 event assessors reference these guides to verify and confirm the well-balance program requirements and/or pattern dance requirements. STAR 2-Gold Freeskate Summarizes the application of the well-balanced program requirements for STAR 2-Gold Freeskate disciplines. Pattern Dance Competition Provides a summary of requirements applicable to all Pattern Dance competitions in competitive, STAR (solo and couples), and Adult events that are judged using the cumulative points calculation (CPC) system.
STAR Event Standards for Assessment Guide	The primary resource utilized by STAR 1-4 event assessors. This guide outlines the standards used for assessing STAR event categories, including Beginner and Elementary synchro, that are assessed to standard.
STAR Program Requirements Guide	Provides a summary of program requirements by STAR category.
STAR Quick Reference Guides	STAR Freeskate Provides a summary of the content requirements for STAR Freeskate categories. STAR Pattern and Solo Dance Provides summaries of pattern, and rhythm dance elements for STAR Ice Dance categories.
STAR 1-4 and Beginner, Elementary Event Management and Procedures Guide	Provides a summary of how to manage and execute STAR 1-4, Beginner and Elementary events.
Pattern Dance Procedures for Referees without Technical Panel	Provides the procedure to be followed for pattern dance events without key points and without a technical panel.
Scale of Values (SOV) Tables	Lists base values and grades of execution for all elements in all Skate Canada programs and categories. Also contains links to ISU Communications containing Singles, Pairs, Ice Dance and Synchronized Skating scales of values.

Officials are provided with pencils and marking sheets at the event. Additional resources related to the role of the referee are outlined later in this document.

Note: Any form of electronic communication device (such as, mobile phone, tablets, and smart watches) must be turned off on the officials stand.



Element Codes

STAR 1-4 event assessors are required to know the official element codes for all elements as these must be recorded on the official's marking sheet that is submitted to the data specialists.

Codes are identified for all elements and can be found in the [Scale of Values \(SOV\) tables](#) for the applicable season. Skate Canada's SOV tables document can be found on Skate Canada's Digital Materials Catalogue through the Membership Site. The ISU's SOV tables can be found in the ISU communication of the applicable year.

Note: In Freeskate categories, the rotation and edge symbols (i.e., <, << or 'e', '!') are not required to be identified on the marking sheets as they cannot be entered into the scoring system for STAR 1-4. Any errors are however accounted for in the overall assessment of the affected elements. The only exception to this is the Axel in STAR 4; it may receive the downgrade sign (<<).

STAR 1-4 Event Structure

The STAR 1-4 structure is designed to support performance at the level that is appropriate for the skater's development.

Assess to Standard

STAR 1-4 events are “assessed to standard” events that provide an opportunity for skaters to be introduced to a competitive environment in a supportive structure. Focus is placed on individual performance and self-improvement. Results are not influenced by other skaters in the event, as each element is assessed to a standard that has been established for each level. In STAR 4, skaters are ranked among other skaters in their event based on those individually assessed elements.

Skaters receive a Bronze, Silver or Gold rating for each element performed, which is then totalled for an overall rating. The standards for the STAR 1-4 events are found in the [STAR Event Standards for Assessment Guide](#) of the applicable year.

The following table describes the correlation between the assessment standards and the Bronze, Silver and Gold ratings assigned to each assessment criteria throughout all STAR categories.

BRONZE	SILVER	GOLD
Performance is below the standard for level	Performance meets the standard for level	Performance exceeds the standard for level

Assess to Standard with Ranking

STAR 1-4 events that are ranked, generally STAR 4, combine assess to standard with the Cumulative Points Calculation (CPC) judging system. The marking sheets provided to the data specialists are entered into the Competition Scoring System (CSS), the scoring system used within CPC, which then calculates and determines the rankings of the event. Skaters in these events are thus ranked within their groups.

The process:

- Each element (i.e., jump, spin or step sequence) is worth a specific point value.
- The value of elements may increase or decrease based on the quality (Bronze, Silver, Gold).
- Program components are assessed.
- Following each event, an overall ranking of skaters is calculated by the CSS based on the combined Technical Element and Program Component assessments of each skater.

STAR 1-4 Events and Progression

The STAR 1-5 event structure contains the following developmental progressions:

- From a group to an individual format
- From performing elements in isolation to performing a program or pattern dance
- From being assessed to a standard to being ranked

The following charts identify the type of assessment for each level and/or category:

FREESKATE					
	STAR 1	STAR 2	STAR 3	STAR 4	STAR 5 and above
Format	Group	Individual	Individual	Individual	Individual
Content	Elements	Free program	Free program	Free program	Free program
Results	Assess to standard	Assess to standard	Assess to standard	Assess to standard <u>with</u> ranking	Ranked (CPC)

DANCE				
	STAR 2	STAR 3	STAR 4	STAR 5 and above
Content	Pattern dances		Pattern dances	Pattern dances
Results	Assess to standard		Ranked (CPC)	Ranked (CPC)

SYNCHRONIZED SKATING			
	STAR 3	STAR 4	STAR 6 and above
Content	Elements	Program	Program
Results	Assess to standard	Assess to standard <u>with</u> ranking	Ranked (CPC)

Other categories using assess to standard and standards with ranking judging are:

Assess to standard	Standard with ranking
Showcase 1 and 2	Showcase 3 and 4
Creative Improv 1 and 2	Creative Improv 3 and 4
Freestyle Elements STAR 2 and 3	Freestyle Elements STAR 4 – Gold and Open
Team Elements STAR 2 and 3	Team Elements STAR 4 – Gold and Open
Special Olympics Introductory Dance	Special Olympics Freestyle Level 1-5
	Special Olympics Pair Level 1-3

Logistics

STAR 1-4 event assessors must be familiar with the procedures related to the planning and delivery of STAR 1-4 events.

Pre-Event

Qualified to Officiate
Officials must ensure they have the necessary qualification to officiate at STAR 1-4 events. Officials can contact their section office, section judge/evaluator chair, or regional judging representatives to ensure they have the qualifications identified and are added to the applicable mailing lists.
Event Invitation and Assignment
<p>The process by which officials are invited to events varies across sections. The information below highlights the general processes by which STAR 1-4 event assessors are invited and assigned to officiate.</p> <p>Availability</p> <p>Officials may be surveyed annually on their availability by the section for the year's events. When confirming, officials must:</p> <ul style="list-style-type: none"> - Be accurate when providing their availability. - Make every attempt to make themselves available for large blocks of time as it is difficult to schedule judges with only two to three hours of availability. - Provide any updates to changes in their availability in a timely fashion. - Make every attempt to keep themselves available for the events they have indicated as being available. <p>Invitations</p> <p>STAR 1-4 event assessors typically receive invitations to officiate three to six weeks prior to the competition. The invitation to officiate for a specific competition may ask for the official's more precise availability or contain details pertaining to the exact event assignments. When responding to an invitation, officials must:</p> <ul style="list-style-type: none"> - Respond in a timely manner with clear indication of confirmation. - Agree to be responsible for transportation to and from the event. <p>Note: Officials are asked to indicate any relevant information of concern to the technical representative that may require additional arrangements. This includes information related to accessibility, allergies, health concerns, conflicts of interest, etc.</p>
Event Schedule
The event assessor will receive the panel assignment schedule for the event one to two weeks prior to the event.

The Event

Getting to the Event

Event assessors are responsible for looking after their own logistics related to arriving at an event. The following must be considered and confirmed to ensure timely arrival to the event:

- Correct address of the arena
- Driving time and directions
- Parking
- Entrances

Event assessors must arrive at least **30 to 45 minutes** before their scheduled start.

Note: Officials are asked to request and provide a cell phone number to the technical representative in the event of delays (e.g., weather, traffic).

Arrival

Most events will require officials to register at the registration desk upon entry. An accreditation tag may be assigned for access to the official's room and judging area.

Event assessors are asked to connect with the technical representative to confirm their arrival.

Event Preparation

Recommended preparation before sitting on the panel at an event:

- Introductions with fellow officials
- Review of event assignments for any changes
- Check the status of events (running on-time)
- Locate areas of importance (e.g., washrooms, judges' stand, where food and beverage can be accessed/eaten, etc.)
- Gather and organize tools and resources (e.g., starting orders, marking sheets, pencils, clipboards, stopwatch, etc.)
- Connect with the referee if there are any questions about the event.

Post-Event

Feedback Discussions

Coaches will occasionally connect with the officials following an event to support the development of their skaters. However, feedback discussions are to be directed to the event referee and/or technical representative. Questions are often related to the identification or assessment of an element. Event assessors, under the direction of the referee/technical representative, are encouraged to make themselves available should coaches want to connect.

It is highly recommended that discussions regarding event results take place between a coach and the applicable event assessor(s).

Feedback Strategies

Positive and constructive feedback provided by officials must always match the developmental expectations of the level.

The STAR 1-4 Event Assessors Panel

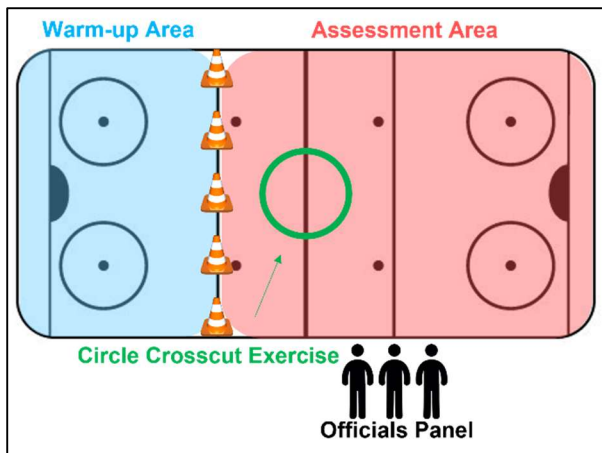
Each STAR 1-4 event will include a panel of three event assessors. This panel will work together to determine ratings for each element/program component assessment. The following outlines the panel logistics and processes specific to STAR 1-4 event levels and disciplines.

STAR 1 Events

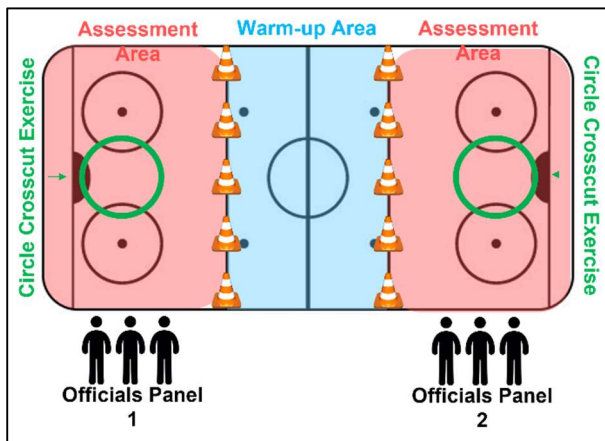
In STAR 1, the three event assessors work as a team to identify and determine the assessment for each element and exercise.

Panel Location

For this level, event assessors may be asked to stand rinkside, close to the area where the skaters will be performing the elements. This is to facilitate a friendly and welcoming environment. It may not be possible in all situations.



In double-panel events, there will be two sets of panels and the skaters will share the ice.



Panel Structure

In STAR 1-4 events, the official's panel is composed of three event assessors who are assigned a position (i.e., 1, 2 or 3). One of the event assessors is also designated as the referee for the event. In synchronized skating events, an assistant referee at Ice level is also assigned.

Each position has specific responsibilities on the panel:

Position	Responsibilities
1	<ul style="list-style-type: none"> Identify the element executed. Call the assessment standard of the element. No writing required. Always keep eyes on the skater(s). <ul style="list-style-type: none"> May ask other panel members to assist when viewing multiple skaters. (e.g., In synchro events when elements go wide such as the Intersection element) May call "review" on their own calls.
2	<ul style="list-style-type: none"> Records the call from the event assessor in position 1 on the official marking sheet. May call "review" if they disagree with a call. Leads the review process. Submits the official marking sheet to the data specialists.
3	<ul style="list-style-type: none"> Records the call from the event assessor in position 1 on the working marking sheet for back-up purposes. May call "review" if they disagree with a call.
Referee One of the three event assessors will be designated as the referee.	<ul style="list-style-type: none"> Ensures event runs smoothly. Addresses any on-ice issues that arise during event. Signals the event technicians when to call each skater, element, or warm-up. <p>The referee also acts as an event assessor (1, 2, or 3). Further information is provided later in this document.</p>
Assistant Referee at Ice Level (Synchronized Skating only)	<ul style="list-style-type: none"> Permits the teams on to the ice for their warm-up prior to performing. Monitors the ice conditions and the safety of the team on the ice. Communicates any issues or concerns to the event referee. Verifies registered alternates

Panel Process

In STAR 1 events, skaters are placed in groups of six. Elements are performed by each skater prior to starting the creative expression exercise.

The creative expression exercise introduces skaters to the concept of skating to music. The exercise proceeds as follows:

- Each group skates to a piece of music 30 seconds in length.
- All skaters from the group are on the ice at the same time.
- The music is played twice; the first time the skaters can listen to it and practice their interpretation.
- The second time the music is played is considered the skater's performance. Each skater must simply "move" or "skate" to receive the "Successful" assessment.
- Not Completed means:
 - The skater stood entirely still and made no attempt to move any body part (e.g., arms) and did not attempt to skate.
 - The skater stood beside boards and did not participate in the exercise.
 - The skater exited the ice prior to the start of the exercise.

The panel process consists of the following steps:

1. Calling Process
2. Review process

Calling Process

As each element is skated the event assessor in position 1 calls the assessment of the element (i.e., Bronze, Silver, Gold). If any of the three event assessors disagree with the assessment they may call "review" (including the event assessor in position 1).

Review Process

Following each element, the panel has a quick discussion and determines the final assessment of the element by majority agreement. Once the element assessment level is agreed upon, it is recorded on the official marking sheet by the event assessor in position 2.

Note: The creative expression is marked as either successful or unsuccessful.

At the conclusion of each group of skaters, the official marking sheet is given to the data specialists who then calculate the final overall rating for each skater.

STAR 2-4 Events

In STAR 2-4 events, the three event assessors work as a team to identify and determine the assessment for each element (focus areas in pattern dance) and program component within a program or pattern dance.

Panel Location

For this level, event assessors may be seated near the middle of the rink (e.g., judge's stand, players' box or in the arena seating area).

Double panels may occur in STAR 2 or STAR 3 events only where each panel is responsible for a specific set of skaters within a group (e.g., one panel is responsible for assessing skaters with an odd starting number while the other panel assesses skaters with an even starting number). Double panels may be used in situations where there is a limited amount of ice time available and a high number of entries.



Panel Structure

Similar to STAR 1 events, officials on STAR 2-4 event panels have the following responsibilities:

Position	Responsibilities
1	<ul style="list-style-type: none"> Identify the element executed. Call the assessment standard of the element. Calls the rating for the program components at the completion of the program. No writing required. Always keep eyes on the skater(s): <ul style="list-style-type: none"> May ask other panel members to assist when viewing multiple skaters. (e.g., In synchro events when elements go wide such as the Intersection element). May call “review” on their own calls.
2	<ul style="list-style-type: none"> Records the call from the event assessor in position 1 on the official marking sheet. Pre-call the elements using the planned program sheet (STAR Synchro program events only). May call “review” if they disagree with a call. Records elements/program components to be reviewed and the event assessor who asked for the review. Leads the review process at the end of the program. Leads verification of well-balanced program criteria. Confirms and notes bonuses. Executes the read-back process. Submits the official marking sheet to the data specialists.
3	<ul style="list-style-type: none"> Records the call from the event assessor in position 1 on the working marking sheet for back-up purposes. May call “review” if they disagree with a call or rating. Participates in the review and confirmation of the well-balanced program criteria. Checks and confirms matching elements and ratings during the read-back process.
Referee One of the three event assessors will be designated as the referee.	<ul style="list-style-type: none"> Ensures event runs smoothly. Signals the event technicians when to call each competitor or warm-up. Addresses any on-ice issues that arise during event. Times the program and any interruptions. <p>The referee also acts as an event assessor (1, 2, or 3). Further information is provided later in this document.</p>
Assistant Referee at Ice Level (Synchronized Skating)	<ul style="list-style-type: none"> Permits the teams on to the ice for their warm-up prior to performing. Monitors the ice conditions and the safety of the team on the ice. Communicates any issues or concerns to the event referee. Verifies registered alternates

Panel Process

In STAR 2-4 events, skaters perform their program one after the other.

The panel process consists of steps:

1. Calling process
2. Review process
3. Well-balanced program verification
4. Overall result calculation
5. Confirmation of bonuses
6. Read-back process

Calling Process

As each element is executed during the program or pattern dance, the event assessor in position 1 calls the element followed by the element's assessment rating (i.e., Bronze, Silver, Gold). In pattern dance events, the Focus areas are identified followed the assessment (i.e., "Yes" for successful and "No" for unsuccessful). If any of the three event assessors disagree with the assessment they may call "review" (including the event assessor in position 1). At the end of the program or pattern dance, the event assessor in position 1 calls the ratings for each program component or full pattern criteria assessment. The other event assessors record the calls given from the event assessor in position 1 while also noting their observations.

Review Process

Following each program or pattern dance, the event assessor in position 2 leads a review process. Only elements where a "review" was called during the program or pattern dance are discussed. The review process will proceed as follows:

The review lead assessor (#2) identifies the total number of elements executed and the number of elements or program components to be reviewed. They may also ask the panel if they have any other elements or program components they would like to review.

The leading event assessor (#2) identifies and goes through each element or program component to be discussed, in order. For each element, the event assessor who asked for the review will identify the reason they disagreed with the call. The panel has a quick discussion to reach consensus by majority agreement strictly based on the standards. Once agreed upon, it is recorded appropriately. If for any reason the panel cannot reach a majority agreement on an element or program component assessment, the original call will stand.

Examples of the calling and review process for specific programs and pattern dances can be found in the [STAR 1-4 Event Assessor Knowledge Check](#) available on Skate Canada's eLearning site.

Reminder: In Freestyle categories, the rotation and edge symbols (i.e., <, << or 'e', 'l') are not required to be identified on the marking sheets as they cannot be entered into the scoring system for STAR 1-4. These errors will however be accounted for in the overall assessment of the affected elements. The only exception to this is the Axel in STAR 4; it may receive the downgrade sign (<<).

Well-Balanced Program Verification

Freestyle programs have element requirements that need to be filled. When skaters execute incorrect elements or elements exceeding what are permitted by the well-balanced program guidelines, these elements receive a lowered assessment or are marked as Invalid. An invalid element will not count towards the total element assessments. Refer to the [Technical Requirements Guides](#) for specific guidelines on how to assess errors.

On each marking sheet, the well-balanced check column lists all of the required elements for each STAR level. Event assessors will check off each requirement as they are met. This allows the panel to quickly identify if the skater has indeed included the required elements or if any incorrect or additional elements have been performed in error.

Once the review process is complete, the review lead assessor will verify and confirm the well-balanced program criteria in collaboration with the event assessor in position 3.

Overall Result Calculation

In STAR 2 and STAR 3 events, an overall assessment rating must be determined. The skater must achieve at least seven assessments at a specific rating and meet the rating requirements for certain program components (e.g., skating skills and/or performance) to determine the overall assessment. These requirements are identified on the marking sheet.

Confirmation of Bonuses

In STAR 4, skaters are awarded a three-point bonus for each Axel jump that is successfully completed.

The Axel jump must be fully rotated to receive the bonus. An Axel jump that is fully rotated with a fall is also awarded the bonus. No bonus will be given for any other instance (e.g., under-rotated, downgraded).

A **maximum of two** successfully completed Axel jumps can be awarded the three-point bonus.

Bonuses are confirmed and noted on the official marking sheet by the event assessor in position 2.

Read-back Process

To ensure that all elements, ratings and program component ratings have been recorded correctly, the event assessor in position 2 will read back each element, rating, and program component rating. The event assessor in position 3 will verify and confirm the read-back to their marking sheet.

The official marking sheet is then given to the data specialists who then enters the information into the scoring system.

When ready, the referee signals for the next skater to be called.

Note: The review process, well-balanced check and read-back process must be efficient and short in length (e.g., The ideal time between skaters is less than 2 minutes).

The STAR 1-4 Referee

Each STAR 1-4 panel has a designated referee. The following outlines all information related to this position.

Referee Resources

On panel, referees will be required to bring all resources related to the delivery and management of an event. It is recommended to bring:

- A whistle
- Two stopwatches; one to time the warm-ups and program times, one to time any interruptions.
- All relevant technical requirement documents for the event.

Additionally, referees are often provided with a radio to communicate with key individuals as needed (e.g., technical representative, music player, announcer, ice captain, etc.). Referees are asked to familiarize themselves with how to operate the radio and to ensure the radio is always on.

Referee Responsibilities and Procedures

The referee is responsible for the following during an event segment:

- Ensure all skaters are present for the event.
- Ensure skaters are on the warm-up.
- Time the warm-up.
- Monitor the warm-up.
- Event commencement and call to start.
- Set the pace for the event.
- Act/intervene in the case of stops or interruptions.

Referees can refer to the [Skate Canada Rule Book](#) on Info Centre to become familiar with all regulations of governing an event such as warm-up times and program lengths.

The following charts outline the procedures referees must follow to fulfil each of these responsibilities.

Ensure all Skaters are Present
Before the warm-up begins, the referee must request confirmation that all skaters are present for the event.
Related Procedures
<p>The referee must confirm with the announcer or ice captain that all skaters for the group's event are present and ready to take the ice.</p> <p>In the event of a missing skater, ask the ice captain to confirm if the skater has registered.</p> <ul style="list-style-type: none"> ○ If YES – task the ice captain with locating the skater. ○ If NO – consider them withdrawn. Inform the other event assessors on the panel and ask them to cross off the missing skater's name on their marking sheets. <p>If a registered skater cannot be located, proceed in the following manner:</p> <ul style="list-style-type: none"> ○ If the event is on-time or late – Proceed with the warm-up. ○ If the event is early – wait until the schedule time to begin the warm-up. <p>If the skater is located during the warm-up, they may join the one in progress without receiving any additional time.</p> <p>If a registered skater is located after their warm-up has completed, there are three options:</p> <ol style="list-style-type: none"> 1. Move the skater to a later warm-up group of the same event (if possible). 2. Compete without a warm-up. 3. Withdraw from the event. <p>When moving the skater to another warm-up group of the same event:</p> <ul style="list-style-type: none"> ○ Inform the current panel to remove their marking sheet from the flight in-progress. ○ Provide the marking sheet to the referee of the next applicable flight (if applicable). ○ Inform the announcer not to announce the skater. ○ Inform the technical representative ○ Inform the ice captain to relay this information to the skater and coach. ○ Inform the data specialists of this change.

Ensure skaters are on the warm-up
The referee must ensure that all skaters are on the warm-up.
Related Procedures
<p>If there is an incorrect number of skaters on the warm-up, proceed with the following:</p> <ol style="list-style-type: none"> 1. Ask the announcer to call the skaters over to the judge's stand. 2. Do a roll call with the skaters and identify the extra or missing skater. 3. If a skater is missing, ask the ice captain to locate the skater. <ul style="list-style-type: none"> ○ Allow the warm-up to continue and follow the same steps as above to locate the skater and determine a course of action. 4. Ask any extra skaters to leave the ice and ask the ice captain and the skater's coach to find their correct warm-up.

Time the warm-up
The referee must time the warm-up. A stopwatch can be used to ensure that the music technicians are providing the correct amount of time for the group's warm-up.
Related Procedures
<ul style="list-style-type: none"> ○ Time the warm-up according to the Skate Canada Rule Book. ○ Begin timing once all skaters have taken the ice. ○ Ensure the announcers announce the 'one minute remaining in the warm-up'.

Monitor the warm-up
Referees must observe the warm-up for any incidents that may occur (e.g., injury) and act accordingly. In the case of a serious injury (e.g., potential concussion), the referee may need to clear the ice and arrange for medical attention (e.g., coach or medical personnel if available at the event).
Related Procedures
<p>If a skater is injured:</p> <ul style="list-style-type: none"> ○ The skater may leave the ice to be assessed. The warm-up continues. <ul style="list-style-type: none"> ▪ If it was the first skater to compete, they may be given an additional three-minutes to recuperate. Alternatively, the skater may be moved to the end of the warm-up group. ○ If the skater requires on-ice medical attention, clear the ice surface and allow the appropriate medical attention to be completed. ○ If the skater is able to continue, they are not given extra warm-up time. ○ If the skater is unable to continue, they will be withdrawn. <p>Time the interruption. If the interruption is longer than 10 minutes a new warm-up must be given.</p>

Event Commencement and Call to Start
The referee must signal each skater to their starting position.
Related Procedures
<p>Predetermine a cue with the announcer prior to the start of the event that can be used by the referee to signal when it is time to call each skater to their starting positions. Ensure the announcer knows to wait for the signal in between each skater.</p> <p>Following the warm-up, once all skaters have cleared the ice, give the signal to the music technicians that the first skater can be called. The following skaters can be called in the same manner once the panel has completed their review process.</p>

Set the Pace for the Event
<p>Referees must keep the event moving by ensuring that minimal time passes between skaters. This means that the dialogue on panel during the review of a performance must be efficient.</p> <p>The referee must be aware of when the event started, and the allotted time given for the event. If the referee identifies that too much time is being consumed by review discussions, their role is to politely identify this and assist where necessary to keep the event on time.</p>
Related Procedures
Consult the schedule to know how much time has been allocated to the event or confirm with the technical representative how much time is allowed in between each skater.

Act/intervene in the case of stops or interruptions
Collaborate with the appropriate individuals to resolve any issues and direct the skaters as applicable (e.g., music issues, injuries).
Related Procedures
Further information on managing interruptions will be explored later in this document.



Assistant Referee at Ice Level (Synchronized Skating)

For all STAR Synchro events, there must be an official assigned as the referee's assistant at ice level. The official does not necessarily need to have a synchronized skating background but must be qualified at the level of the competition they are assigned to.

The event referee will designate the functions of the referee's assistant at ice level. It is recommended that the event referee review the duties and expectations prior to the event and test all communication devices prior to the start of the event. The ice captain's radio is often used as the method of communication during the time a team is on the ice. The assistant referee has no authority to take action (such as to stop a team from skating). All issues and concerns (i.e., costume pieces on the ice, music issues, safety concerns, etc.) shall be communicated in a timely manner to the event referee for potential action.

The assistant referee's duties include the following:

- Permits the first and each additional team to enter the ice for their warm-up (verifying the competing skaters).
- May be assigned by the referee to time the warm-up for teams in each flight
- Checks the number of credentialed team alternates (maximum of four) permitted at the ice level barrier.
- Monitors the ice conditions and reports problems to the referee.
- The assistant referee does not judge or take notes during the team performance. For safety reasons, the full attention of the referee's assistant at ice level must be on the team.
- Directs a registered alternate to enter the ice for the express purpose of picking up objects on the ice considered hazardous to the skaters. The assistant referee at ice level does not need to wait for authorization from the event referee to send someone out carefully to remove an object from the ice. As such, one alternate must stand close to the assistant referee with guards off.

Managing Interruptions

The referee must intervene in the case of stops or interruptions. While skaters in STAR 1-4 events are not subject to deductions or violations, event assessors acting as referees must be familiar with how to address all interruptions and conduct the event appropriately.

An interruption is defined as the period of time starting immediately when the competitor stops performing the program or is ordered to do so by the referee, whichever is earlier. The interruption ends when the competitor resumes the performance. All interruptions must be timed using the referee's second stopwatch.



There are NO deductions applied for any of the situations listed below in STAR 1-4 events.

The interruption information below reflects the rules applicable to STAR 5 and higher events and is included for information purposes only. In STAR 1-4 events, these established procedures for interruptions may be modified to ensure a positive experience for all. Examples of modifications will be explored in the Interruption scenarios and procedures section later in this document.

Reminder: STAR 1-4 events may be the first time a skater is introduced to performing and/or being assessed by external people. Referees must be flexible, understanding and make exceptions to the rules to ensure the skater's experience is positive and fun.

Interruption in Performing the Program

There are three categories of interruptions occurring during the program.

1) Music Deficiencies

If the tempo or quality of the music is deficient, or if for any reason there is an interruption or stop to the music, the skater must stop skating when they become aware of the problem or at the acoustic signal (such as a whistle) of the referee which ever is earlier. The skater must then come to the referee.

If any of these problems regarding the music occurs **within 20 seconds** after the start of the program, it is the choice of the skater to continue from the point of the interruption of the music or restart the program (from the beginning). In this case, the panel assesses the program from the beginning, disregarding the previous assessments. If the skater decides to continue from the point of interruption, the panel continues assessing the program from the moment the skater resumes the program and all prior assessments remain.

1) Music Deficiencies (continued)

If any of these problems regarding the music occurs **more than 20 seconds after** the start of the program, the skater will resume the program from the point of interruption. However, if the problem occurs at the entrance to or during an element, the skater will resume the program at the point immediately preceding this element. If this element was identified and called by the panel before the interruption, the panel will remove it from the list of the performed elements. The skater is allowed to repeat this element when resuming the program.

Skaters **MUST** skate to music. If the CD (or other medium) or back-up music does not play or is not available, there are a few choices that the skater/coach may make:

- The skater(s) may skate to another skater's music, provided they have permission.
- They may skate to any random piece of music.

If the skater does not skate to any music, that skater is considered withdrawn and no marks will be given.

2) Adverse Condition Unrelated to the Skater and/or their Equipment

When an interruption/stop in the music or any other adverse condition unrelated to the skater's equipment occurs, such as lighting problems, ice condition, item thrown onto the ice, etc., the referee shall blow a whistle to signal the skater(s) to stop.

Once the interruption has been resolved, the skater(s) shall continue from the point of interruption or, if the interruption occurred at the entrance to or during an element, at the point immediately preceding this element. The referee will communicate to the skater and officials where the point of the interruption is. If this element was identified and called by the panel before the interruption, the panel will remove it from the list of the performed elements.

If the interruption lasts longer than 10 minutes, the referee must grant a second warm-up period for the skaters within the affected warm-up group that have not yet skated. After the warm-up, the competitor must still continue from the point of interruption.

3) Adverse Condition Related to the Skater and/or their Equipment

If a skater becomes injured during the performance or another adverse condition related to the skater or their equipment (such as health problems, nosebleed, lace undone, or damage to clothing or skates) impedes their skating, the skater must stop skating when they become aware of the problem, or at the acoustic signal of the referee, whichever is earlier. The Referee must decide at which point the situation poses a safety risk to the skater and must then blow a whistle to signal to the skater to stop. The music will be stopped only if the referee instructs the music operator to do so.

If the adverse condition can be remedied without delay, the skater(s) does not need to report to the referee and the music continues to play. The skater resumes skating the program. Any call made prior to the interruption by the panel will stay.

Skaters have 40 seconds from the point of interruption to resume their performance. If they do not resume within the 40 seconds, the referee shall have the music stopped and will begin timing the three-minute allowance.

Note: A fall in and of itself should not be considered an interruption, unless a fall has resulted in an injury and the skater is showing no attempt to perform.

Interruption in a Pattern Dance

An interrupted pattern dance will be resumed from the nearest technically practical point in the pattern dance after the point of interruption. The competitor must not skate the steps missed due to the interruption.

The Three-Minute Allowance

Interruption in Performing the Program: Three-Minute Allowance

If the skater does not resume skating within 40 seconds, the referee will instruct the music operator to stop the music and will allow the skater three additional minutes. This time period commences immediately after the permitted 40 seconds. If the skater cannot continue the performance, they are considered to be withdrawn.

Once the problem is solved, the skater(s) shall continue from the point of interruption or, if the interruption occurred at the entrance or during an element which was called by the panel before the interruption, **at the point immediately following this element**. Any call made prior to the interruption by the panel will stay.

Note: Only one three-minute break period is allowed per program. In the case of a second such request, the competitor shall be considered withdrawn.

Interruptions Prior to the Beginning of the Program

Interruption Prior to the Beginning of the Program: Three-Minute Allowance

If any adverse condition related to the skater or to their equipment occurs after entering the ice but before the call to the start, and time before the start of the program is not sufficient to remedy such condition, the referee will allow the skater three additional minutes before being called to the start.

If any adverse condition related to the skater or to their equipment occurs between being called to the start and taking the starting position which cannot be remedied within 60 seconds, the referee will allow the skater three additional minutes.

Adverse Condition Occurring During the Warm-Up: Three-Minute Allowance

If an adverse condition related to the skater or their equipment with the first starting number in the warm-up group occurs during the warm-up, and time before the start of the program is not sufficient to remedy such condition, the referee will allow the skater three additional minutes before being called to the start.

Note: This will not be considered as a resumption of the program.

When it comes to interruptions, skaters at the STAR 1-4 level will not be aware of the applicable rules. It will be important that referees communicate calmly, clearly and effectively to ensure the skater(s) fully understands their options and that their experience remains positive and fun.

TIP: For any issues, referees can stand up, raise their hand, or call the skater over while on panel during an interruption situation so they can easily be identified.

Interruption Scenarios and Procedures

There are many scenarios to consider when it comes to interruptions. While there are too many potential interruptions to list them all, the following charts will assist referees in the processes to follow for any or all scenarios that could occur.

A skater's music won't play, or it is the wrong music
<ul style="list-style-type: none"> ○ Call the skater over to tell them there is a problem with the music. ○ Time this interruption. <p>Check if the music operator has another copy of the music.</p> <ul style="list-style-type: none"> ○ If YES – have them test it quickly. If it works, have the announcer call the skater again. ○ If NO (or an incorrect version was handed in) – ask the skater if they have an extra copy of the correct music. <p>Allow 2 minutes to resolve this problem. In some cases, an iPod may be located with the music, so you must verify with the music operator if it can be played from their equipment.</p> <ul style="list-style-type: none"> ○ If another copy of the music cannot be located, the skater may: <ul style="list-style-type: none"> • Skate to another skater's music, provided they have permission. • Skate to any random piece of music. ○ If the skater does not skate to any music, that skater is considered withdrawn and no marks will be given. <p>If the issue is not resolved within 2 minutes, suggest that the skater be moved to skate at the end of the warm-up group. Proceed with the event:</p> <ul style="list-style-type: none"> ○ Request that the ice captain inform the next scheduled skater of the change. Allow a moment or two for this skater to be located and/or to get organized and then have them announced.

A skater informs the referee that their music tempo or quality is deficient within the first 20 seconds of the program.
<ul style="list-style-type: none"> ○ Time this interruption. ○ The skater may choose to restart the program from the beginning. In this case, the panel would assess the program from the beginning, disregarding the previous assessments. ○ Ask the music operator to attempt to resolve the issue. If possible, play the second copy of the music. ○ If the problem persists, follow the steps listed above for when a skater's music won't play.

A skater informs the referee that their music tempo or quality is deficient after the first 20 seconds of the program.
<ul style="list-style-type: none"> ○ Time this interruption. ○ Ask the music operator to attempt to resolve the issue. If possible, play the second copy of the music. ○ If the problem persists, follow the steps listed above for when a skater's music won't play. ○ When resolved, the skater may: <ul style="list-style-type: none"> ▪ Continue from the point of interruption ▪ Start the program from the beginning. In this case, inform the panel to only assess from the point of interruption.

An adverse condition unrelated to the skater or their equipment (interruption or stop in the music, ice condition, lighting problems, item thrown on the ice, etc.)
<ul style="list-style-type: none"> ○ Blow the whistle to signal the skater to stop skating. If it is safe, call the skater over. ○ Start timing the interruption. Take note of the approximate time in the program where the interruption occurred. ○ Instruct the skater to stand by until the situation can be resolved. ○ Liaise with the technical representative (if needed) or any other individuals (e.g., music operator) and wait for the issue to be resolved. ○ Once resolved, ask the skater if they: <ul style="list-style-type: none"> ▪ Wish to start the program from the beginning. Inform the other event assessors to only assess from the point of interruption. ▪ Wish to resume their performance from the point of interruption. Confirm this with the other event assessors (if the skater repeats any elements, only the first attempt is considered in the panel's assessment). ○ Signal the music operator to start the music at the desired point. <p>If the interruption lasts longer than 10 minutes, grant a second warm-up period for all remaining skaters, including the affected skater.</p>

An adverse condition related to the skater or their equipment (Injury, health problems, unexpected damage to clothing or equipment that impedes their skating)
<ul style="list-style-type: none"> ○ Start timing the interruption. Take note of the approximate time in the program where the interruption occurred. ○ Determine the point at which the skater requires assistance, or if the situation poses a safety risk to the skater and blow the whistle to signal to the skater to stop skating. <p>If the adverse condition can be remedied without delay, the skater may immediately continue from the point of interruption.</p> <ul style="list-style-type: none"> ○ Once resolved, ask the skater if they: <ul style="list-style-type: none"> ▪ Wish to start the program from the beginning. Inform the other event assessors to only assess from the point of interruption. ▪ Wish to resume their performance from the point of interruption. Confirm this with the other event assessor (if the skater repeats any elements, only the first attempt is considered in the panel's assessment). ○ Signal the music operator to start the music at the desired point. <p>If a remedy is not possible without delay (over 40 seconds):</p> <ul style="list-style-type: none"> ○ Start timing. ○ Communicate with the skater/coach/ice captain to determine if the issue can be remedied and the skater can resume their performance. ○ If after three minutes, they cannot continue their performance, ask if: <ul style="list-style-type: none"> ▪ The skater can be moved to skate at the end of the warm-up group. ▪ They wish to be withdrawn. ○ Proceed with the event: <ul style="list-style-type: none"> ▪ Inform the panel and music operators of the actions to take. ▪ Request that the ice captain inform the next scheduled skater of the change. Allow a moment or two for this skater to be located and/or to get organized and then have them announced. <p>If the interruption lasts longer than 10 minutes, grant a second warm-up period for all remaining skaters, including the affected skater.</p>

The above suggested procedures are based on Skate Canada Rules and Regulations and may not include every possible scenario that a referee could encounter at a STAR event.

Referees are reminded to always exercise their discretion and good judgment when considering the best interests of the skaters in all situations. This may mean allowing more time for a skater to feel prepared to resume their performance following an interruption or making adjustments to the warm-up group to accommodate and alleviate certain situations. Referees must remember that above all, the priority within the STAR 1-4 structure is for skaters to participate in a safe and fun and inclusive environment for a positive experience.