

## SHADOW JUDGING ASSESSMENTSHEET

<b>Name of Candidate:</b>		<b>Date:</b>	
<b>Phone No</b>	<b>Home:</b>	<b>Mobile:</b>	
<b>Postal Address of Candidate</b>			
<b>E-Mail address of candidate</b>			
<b>Event &amp; Location</b>			
<b>Competition e.g. Novice 2.3</b>		<b>No of Horses:</b>	
<b>Judge Educator/Mentor</b>			
<b>1. Preparation and appropriate presentation and demonstrated commitment to the process:</b>			
<b>2. Entire Competition - Ranking – Placing:</b>			
<b>3. Entire Competition - Appropriate percentages - assessment of standard of performance:</b>			
<b>4. Entire Competition – Range of total percentages:</b>			
<b>5. Use of marks/comments – Correct correlation between marks and remarks in relation to the training scale:</b>			
<b>6. Use of individual marks – Has the scale of marks been correctly used – 0 to 10?</b>			
<b>7. Appropriate use of technical language</b>			
<b>8. Further remarks – please attach a separate page if more room needed:</b>			
<b>Assessment – Pse circle</b>	Very Good	Good	Satisfactory
	Needs more training		
<b>Candidate Signature</b>		<b>JE/Mentor Signature</b>	

**The JE/Mentor or the candidate will be responsible for destroying/shredding all test sheets responsibly as per the Privacy Act**

## DRESSAGE SHADOW JUDGING

### Procedures for Candidate Judges and Clubs

**Shadow Judging (SJ)** is a process by which a Candidate Judge, for the purposes of upgrading, is assessed by an accredited Mentor at their next judging level. It is aimed at assessing the candidate's ability, comprehension and skills in an actual judging environment. The Mentor reviews the candidate's marks and comments for each combination judge and discusses various movements especially where there is a discrepancy in marks between the Mentor and the candidate. It is a learning and development exercise. The Mentor must be an appointed Mentor of at least D level. They must be at least 2 levels higher than the candidate judge (see table below)

Candidate Current Level	Exam Level	Shadow Judge/Mentor Level (Minimum)
G	F	D
F	E	D
E	D	C
D	C	B
C	B	A
B	A	FEI

#### Responsibilities - Candidate Judge

- check the Dressage Rule book, Section 11 - Dressage Judges (and all amendments) for the rules on Shadow Judging
- ask the club prior to the closing date of entries of the event of your wish to do some shadow judging, the level you want to shadow judge and if they are OK with this occurring
- Options for copying supervising judges test sheets:
  - ask supervising judge if they have a tablet and can take a photo of their test sheets before they go to the scorer – preferred method
  - provide your own copier and paper
  - photocopy test sheets at the event if the OC has copying facilities – Need to ask the OC
  - provide supervising judge with carbon paper and paper – not preferred – time consuming for writer
- Provide your own test sheets for the tests to be judged, a writer and car to judge from
- Add up your own scores and calculate the percentage of each test judged and rank your order of horses
- Provide a SJ Evaluation form to the Mentor for completion (also have on hand any previous SJ evaluation forms for review by the Mentor)
- Conduct yourself as though you are judging officially and adhere to the Code of Conduct for Officials
- Tests are not to be discussed with anyone other than the judges of the competition shadowed

#### Responsibilities - Mentor/Supervising Judge

- Set aside time at the end of the competition/event for discussion with the candidate judge
- Discussion may take place after the event if time does not permit at the event for full discussion
- Discuss both marks and comments with the candidate judge especially where the mark is 2 or more marks difference
- Provide constructive feedback to the candidate judge
- Complete a SJ Assessment form

#### Responsibilities - Organising Committee (OC)

- Send the candidate judge a copy of the draw when it is available
- Advise the candidate judge of the person to report to on arrival
- Provide the candidate judge with an up to date copy of the draw if different to what has been sent out
- Provide time for the Mentor to perform their task e.g. they need time after the competition or at the end of the day to discuss the tests with the candidate judge – this will usually take about 30 mins to 1 hour. It may mean that you need to allocate a longer lunch break for the Mentor or an early finish to the day for the Mentor
- Provide a print out of the final results to the Mentor and candidate judge
- Provide to the Mentor details of all individual marks for each horse the Mentor has judged if possible
- If your scorers add up the candidate judges sheets (not compulsory) then a print out of individual marks per movement for each horse judged by the candidate should also be provided to the Mentor
- You are not expected to provide the candidate or their writer with lunch unless they are also officiating at the event

**NOTE:** Alternatively, SJ can be carried out by having the candidate judge a Participation competition in an official capacity, with an NOAS Mentor of the required level.