

# Game Report Memo

As we enter the 2023 season, it's time to review the submission of game reports. These reports are our main source of feedback and help to make improvements and head off future problems.

The URL is: [https://chsaanow.com/sb\\_output.aspx?form=21](https://chsaanow.com/sb_output.aspx?form=21)

Game reports are required for each varsity game and if there is an ejection or restriction in a sub varsity game. It is due as follows:

If there was an ejection: 8 AM on the day following the game.

If no ejection: By the end of the next business day following the game.

Although the plate umpire is required to submit a game report, all umpires have a role in preparing the game report. The Playoff Selection Committee will consider the quality of reports and note absent reports in their consideration of umpires. Reports with no comments or effectively no comments are not helpful and will be considered as "no report." Please take care to follow the prescribed format for specified fields such as Game Length e.g., 2:15 for 2 hrs, 15 min. The software will read any text as zero.

Every report is reviewed by at least two members of the CHSAA staff and anywhere from two to five members of CHSBUA. The report is used to develop training material and to make suggestions for improvement of the treatment of officials. If there is an independent investigation stemming from a complaint filed by a school, this report can protect us as a record of the situation after memories have faded. Ejection reports become part of a student's official file and may be sent to the school without any editing.

Please use standard English (no text lingo) and quote any foul language used. It is important to remain unbiased and to write without emotion. While unlikely, it is possible the report will be made available to a Court, so please refrain from derogatory or disparaging comments about game participants – state facts, not opinions.

Here are some details on the items appropriate for the report:

Explain ejections and restrictions, especially on coaches

Unique situations, including rules errors, etc.

Lessons learned

Unusual questions from a coach

Arrival delays

Weather issues or other extensive delays

Incorrect or missing field markings

Anything that the next crew of umpires can benefit from

Concerns about official's safety or fan interactions

Anything a school could complain about the umpires to CHSAA

Please **avoid** the following items:

Anything routinely done well by anyone

Self-glorifying remarks

Mercy rule implementation

Also, keep in mind you are not a sportswriter: "the lead changed several times," etc.

Note: Internal problems with umpires should be handled privately with the Area Director.

**IF YOU DO NOT RECEIVE A COPY OF YOUR REPORT AT THE EMAIL ADDRESS YOU INDICATED WITHIN 15 MINUTES, IT PROBABLY DID NOT GO THROUGH. PLEASE FOLLOW UP.**