



**Skate Canada
Patinage Canada**

Referee Resource Guide

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Table of Contents

Overview	4
Definition of a Referee	4
Referee Qualifications	4
Referee Competencies	5
Roles and Responsibilities	6
The Team	6
Role of the Referee	7
Responsibilities of the Referee	8
Conducting an Event	9
Deductions, Violations and Withdrawals	15
Applying deductions	15
No-show by an athlete or team	21
Concussion Protocol	22
Draw Procedures	22
Conducting the Draw for Start Order	22
Draw for Start Order of Subsequence Segments	22
Protests	23
Additional Rules for Ice Dance	25
Responsibilities of the Referee	25
Resources	26
Pattern Dance	26
Rhythm Dance Violations and Deductions	28
Free Dance Violations and Deductions	30
Additional Rules for Synchronized Skating	32
Resources	32
Assistant Referee – Ice Level	32
Timing	33
Specific Synchronized Skating Deductions	Error! Bookmark not defined.
Synchronized Skating Process for Medical Exemptions at Domestic Competitions	35

Overview

This resource has been created for referees to become familiar with all aspects of refereeing, including:

- The role and responsibilities of referees
- The conduct of events as it relates to referees
- Deductions and violations

NOTE: This document has been compiled with the most current information at the time of writing. In the event that the information in this document conflicts with or contradicts the Skate Canada or ISU Rulebook, the official rulebook shall prevail. Updates to this document will be made accordingly on an annual basis.

Definition of a Referee

A referee of an event segment is an experienced judge who has received additional training to conduct an event and monitor the performance of the other judges on the panel. The referee may act as referee and judge at or below the level they are qualified for in the specific discipline of Singles, Ice Dance, Pairs or Synchronized Skating.

Referee Qualifications

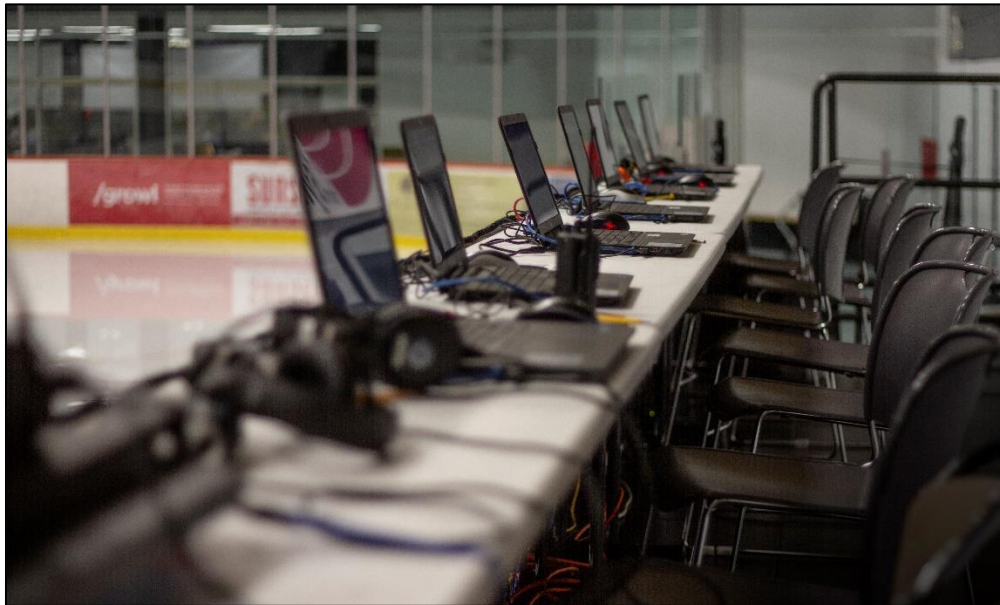
There are several levels of referee qualifications, each with separate requirements for qualification:

1. Invitational Referee: Acts as referee on all invitational or lower events in the discipline in which they are qualified.
2. Section Level Referee (Singles, Pairs, and Ice Dance) or Regional (Synchronized Skating): Acts as referee on sectional/regional qualifying competitions and lower in the discipline in which they are qualified.
3. Challenge Referee: Acts as referee at Challenge and/or National qualifying competitions and lower in the discipline in which they are qualified.
4. Canadian Referee: Acts as a referee at National level events in the discipline in which they are qualified.

Referee Competencies

An effective referee will demonstrate the following attributes:

- Accurate knowledge of the rules and regulations of the sport
- Shares knowledge and facilitates learning
- Good leadership skills relating to event management both on and off the ice
- Delivers a positive environment and maintains a calm, respectful demeanour during all aspects of the event
- Able to problem solve quickly and decisively
- Communicates easily and concisely with the entire panel of officials, including the technical panel, data specialists, timers, event technicians and announcers
- Communicates in a clear manner with skaters and coaches when required
- Stays current on all trends
- Ensures accountability
- Acts in a professional manner at all times with competency and efficiency



Roles and Responsibilities

The Team

Many individuals are responsible for the success of each competition. Referees will communicate and work with all individuals in a competition setting.

The following identifies the various individuals and provides a brief summary of their role as it relates to a competition setting:

Who	Roles and Responsibilities – including but not limited to
Referee	Conducts an event and monitors the performance of the panel of judges. The referee's role is to manage and preside over a specific event segment within a competition only.
Assistant Referee (Singles, Pairs and Ice Dance)	To assist the event referee in the management of a specific event segment as designated by the event referee.
Assistant Referee at Ice Level (ISU: Referee's Assistant at Ice Level) (Synchronized Skating)	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)	Oversees the onsite running of the entire competition. They may also work with Event Managers and Local/National organizing committees for event preparation which may include activities such as scheduling of the events and officials' assignments, separating competitors into respective flights according to the technical packages and looking after officials' needs.
Data Specialist	<p>Calculates the results of sanctioned figure skating competitions.</p> <p>Chief Data Specialist Oversees the team of data specialists at a competition and works closely with the Technical Representative and Referee of each event (i.e., conduct of draws for starting order).</p>
Judge	<p>Assesses the quality of skating as performed. Assigns quality assessments, Grades of Execution to elements performed, and Program Component marks for each competitor/team as appropriate.</p> <p>For Artistic events, only program components are assigned.</p>
Technical Panel Official	<p>The technical specialist 1, technical controller and technical specialist 2 work as a team to identify elements and levels of difficulty of elements in competition, falls and illegal elements.</p> <p>Technical Controller Responsible for accurate technical panel process and authorizes or corrects the deletion of elements to the list of elements performed during an event, falls and illegal elements. Together with the referee, they sign to authorize the release of the event results.</p> <p>Technical Specialist 1 and Technical Specialist 2 Responsible for the identification of elements, level of difficulty, falls and illegal elements.</p>

Who	Roles and Responsibilities – including but not limited to
Event Technicians	<p>Music Operator Manages the playing of all music during the event, including program music of all competitors 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 competition. This includes announcements related to warm-ups, calls to start of each competitor, and the start and conclusion of the event segment. May also announce the scores of each competitor if available.</p>
Medical Personnel	Available in close proximity to the ice surface and/or specified area to assist with any situation requiring medical attention.
Ice Captain	Responsible for confirming and ensuring competitor arrivals for each event segment. Allows entry of competitors onto the ice surface for warm-ups.
Volunteer	Assists in all aspects of competition (e.g., registration, security, operations, etc.)

NOTE: It is important that referees are familiar with the roles and responsibilities of all individuals involved in a competition setting. If time allows, the referee should introduce themselves to the various stakeholders.

Role of the Referee

The role of the referee includes the following:

- Conducts an event segment in a calm, efficient and timely manner.
- Ensures the safety of all competitors.
- Creates a positive environment.
- Reduces stress on the judges so they may concentrate on the job of judging the competition.
- Shares knowledge with others and facilitates mentorship and learning opportunities.

Responsibilities of the Referee

Referees are responsible for the event segment from start to finish. Any problems or issues will need to be addressed and dealt with by the referee. Referees may also consult with the technical representative or another experienced referee on site should any situation arise where they are unsure how to help diffuse or correct the issue accordingly.

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

Timing	<p>Timing of warm-ups, calls to start, program times, and interruptions:</p> <p>The warm-up time starts once the last skater steps onto the ice and continues until the maximum time permitted for the specific event. Referees should review how the “one-minute remaining” signal will be completed with the announcer.</p> <p>Warm-up times will vary, depending on the level and discipline. A complete list of warm-up times may be found on the Info Centre.</p> <p>The program time may be different than the length of music in a program. The timing of the program begins the moment a skater starts to move or skate and continues until all skaters come to a complete stop.</p> <p>Timing of “Call to start”, interruptions as well as timing aspects specific to Ice Dance are explored later in this document.</p> <p>Referees may sometimes have a timer assigned to their event. In these cases, referees should review the process and responsibilities relating to timing with the individual. Further information on timing procedures can be found in the Timer Procedure on Info centre.</p>
Communication	<p>Communicate with event technicians and announcer to alert them when to call the next competitor(s) or warm-up, as well as in the event of an interruption.</p> <p>Communicate with the skater when required during an interruption.</p>
Application of Deductions/violations	Apply appropriate deductions or violations when warranted.
Event Management	Keep the event segment running as smoothly as possible. Trouble shoot any issues (e.g., music issues). Discuss with data specialists and technical controller regarding any computer issues and the decision to go manual if the problem cannot be fixed in a quick and easy manner.
Results	Sign the results at the end of the event segment.
Protests or Clarifications	In the event of a protest or clarification, the referee and the technical controller are responsible to clarify the issue with the stakeholder. The referee’s interpretation of the rules and decision not covered by the rules will be final.

A complete list of duties of the referee can be found in the Skate Canada Rulebook > Officials > [Duties Specific to the Referee](#).

The general roles and responsibilities of a referee are the same in all disciplines; however, there are a few specific to Ice Dance and Synchronized Skating. Those will be introduced later in this document.

Conducting an Event

The following will highlight the many tasks referees must undertake to manage events.

These guidelines are written with domestic events (including Sectionals, Challenge and Canadians) in mind. For International (ISU) events, referees should refer to the ISU website for the most current rules and regulations, as some rules noted in this document may differ in an international setting.

- [Handbook for Singles and Pairs](#)
- [Handbooks for Referees and Judges - Ice Dance](#)
- [Handbook for Synchronized Skating - Referee Handbook](#)

Resources

As with judges, referees are expected to bring or have on hand all relevant material related to judging an event.

Referees must be familiar with the content and location of the following documents which are updated each season.

- ISU Special Regulations and Technical Rules
- ISU Communications
- ISU Handbooks
- Skate Canada Technical Requirements Guides
- Skate Canada clarifications documents
- ISU “Who’s Responsible” documents

On panel, referees will need to bring any additional resources related to running and managing 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 requirements documents for the event

Note: Referees are often provided with a radio to communicate with key individuals as needed (e.g., medical personnel, ice level referee, etc.). Referees should always familiarize themselves with how to operate the radio and always ensure the radio is on.



Pre-Event

TASKS RELATED TO ALL EVENTS

Rules:

- Review all current communications and rules
- Note any changes or anticipated areas of likely discussion to address with the panel before the event

Logistics:

- Review warm-up times, number of skaters to be on the ice for each warm-up and length of program times.
- Double check the skating order/draw to ensure that it is correct.
- For multi-segment events, review the plan and need for a draw. If a draw is needed, review the announcement for draw guidelines (reverse order, random draw, segmented draw, etc.). Confirm draw location and time logistics with the technical representative and chief data specialist.
- Check officials stand for access, event technician and announcer positions, location for trial judges, ice captains, skater on/off area, etc.
- Check two-way radio, if available, and ensure ability to communicate with the event technician, announcer, medical personnel, ice captain, assistant referee at ice level or technical representative.
- Check the schedule to be aware of the length of time allotted for the event, as well as break times. Be mindful of the schedule and try to stay within the parameters of time allowed.
- Know where first aid and medical personnel are located, in case of a medical emergency. Referees should confirm the method of communication with the medical team. It is recommended that medical personnel be at rink side for the entire event.

Working with the Panel:

- Check to see if there are any withdrawals from the event. If there are, inform the panel, announcers and the data specialists.
- Check to see if there are skaters that have not registered for the event, or who have registered but not checked into the dressing room. Review the procedure for a no-show skater with the announcer and music player. Also ensure the ice captain is aware so they may inform other skaters who are in the same warm-up.
- Conduct a brief pre-event meeting to discuss required elements for the event (if time permits). Remind officials to turn off and put away all electronic devices.
- During pre-event meeting, review any relevant deduction/violation documents. Documents may include:
 - ISU Handbooks for the season and discipline
 - Quick Reference Guides for the season and discipline
 - “Who’s Responsible” documents
 - Any Skate Canada developed guidelines regarding GOEs and standards that are level of skating specific
- Remind officials of the importance of proper deportment particularly in regard to social media.
- Remind the event technicians (music operator) that the music is only stopped if the referee signals to do so.
- Review and confirm with the event technicians the timing the warm-ups, the signals for the next competitor(s) to be called, etc.
- Ensure the complete panel, including technical panel officials and data specialists are ready to start on time.
- Remind the panel that if there is a need to go manual, their sheets will be collected and marks will need to be recorded on each sheet, along with their name and judge number.

Note: Officials assigned as a referee for STAR 1-4 events should refer to the [STAR 1-4 event management document](#) and the [STAR 1-4 Judge Resource Guide](#).

Pre-event Meetings

Pre-event meetings are conducted at events, when possible, by the referee. Technical controllers may also collaborate in the delivery and discussions of the meeting. The referee may cover the following topics related to the specific event:

- Welcome and introductions.
- Review of elements: Referees will refer to the latest Skate Canada and ISU documents and review any pertinent changes or aspects of discussion.
- GOEs and Program Components: Provide any specific reminders, tips, or things to watch for during the event. Review any pertinent changes or aspects of discussion.
- Logistics and any other housekeeping notes: Review computer screen questions, event flow, confirmation of time to be on the stand for start of the event, any flood breaks, etc.
- Questions: Ensure that all judges have what they need.
- Send off: End the discussion on a positive note and ensure everyone is ready to effectively officiate the event.

Pre-event meeting discussions should be kept brief (no more than 30 minutes) and on topic. Referees should foster a positive learning environment to put the judges at ease and set the stage for a great event.



During the event

TASKS RELATED TO ALL EVENTS

- Check with the ice captain to ensure all competitors are present.
- Check-in with the data specialists to ensure the proper event is loaded and ready to go.
- Time the warm-up, even if the event technicians or announcers are timing. Timing for the warm-up begins when all of the skaters have stepped onto the ice. Give the event technicians the signal for the one-minute remaining and when the warm-up is over.
- Ensure correct number of skaters are on the ice for the warm-up.
- Watch the warm-ups and be aware of any potential problem or dangers to the skaters (i.e., collisions, part of costume/hairpiece falls off).
- Signal to the announcer to start the event and when to put the next competitor(s) on the ice after marking is complete.
- Time the “Call to start” and apply the appropriate deduction if permitted time is exceeded.
- Time the program duration and apply the appropriate deduction if duration is outside of the acceptable time.
- During each performance, watch closely for any holes in the ice or parts of the costume, hair pins, etc. that may have fallen and pose a potential danger. If a situation arises that jeopardizes the safety of the skater, the referee is to blow their whistle to stop the skater and remedy the situation. If the situation is unrelated to the skater or their equipment, their music may be stopped and they will be able to resume their performance from that point without any penalty or deduction.
- When an interruption occurs that is considered the fault of the skater (i.e., related to health, injury, equipment, costume), follow the process to manage such interruption and apply the appropriate deduction.
- Be aware of any distraction to the judges and/or technical panel and try to remedy it as quickly as possible. Potential distractions could be a camera/photographer blocking the judge’s view.
- Ensure panel flow (including technical panel process) is adequate to limit any delays.
- If a data input error occurs before the end of a segment and it is changed, ensure the judges are aware of the change. Referees should remind the judges to always double check their screens for any changes.
- If an event finishes early, it is recommended that the next event not start any earlier than 30 minutes ahead of the published schedule. Always consult with the technical representative to confirm ability to start early. Ensure that all skaters are present and ready before making a decision to begin an event earlier than scheduled.
- It is recommended to start back on time after each flood, unless otherwise directed by the technical representative.
- At flood breaks, remind the panel of the time to restart.
- The referee will also judge the event and take notes, even if their scores are not part of the calculation for results. Referees may be asked to write a report or answer questions/clarifications to the competitor(s) and/or coach at the end of an event.

Practices

- At qualifying events, review the need for the event referee to be present for the practices with the technical representative.
- Practices with music: Referees can use this time to review various aspects specific to Ice Dance such as lift time, tempo specifications, music specifications, or any questionable areas.
- Practices without music: Referees can gain an idea of lifts and potential issues only.

Post-Event

TASKS RELATED TO ALL EVENTS

- Do not discuss the event with anyone while still on the officials stand. Ensure the panel collects their belongings and leaves in a timely fashion so the next event can get started.
- If the event is a multi-segment event, remind the panel that they are not to discuss either portion with anyone other than the referee.
- At the end of the event, review the results with the technical controller. Once the technical controller has signed, the referee will confirm all appropriate violations and deductions were taken (i.e., review the skater detail printouts or discuss with the data specialist team) and then sign the final result.
- If it is a multi-segment event where there is a random draw for the subsequent part, arrange to complete the draw with the data specialists after the results are posted. In the event that the referee is assigned to an additional event during the draw, arrange for the technical representative to complete the draw with the data specialist.
- If a coach has a question/concern regarding a particular judge or mark after an event, it should be directed to the attention of the event referee and technical representative to review. Questions can only be answered if the event is complete. If it is a multi-segmented event, ask them to present their questions at the end of the subsequent part. If a question is raised about a level assigned to an element, the question should be directed to the referee, technical controller and the technical representative to review and answer any questions to the stakeholders.
- In the event of a formal protest, the referee will convene the protest committee as per Skate Canada regulations to decide on a final answer.
- Any feedback requested will be given as a group effort from the panel and delivered by the referee.

Round Table Discussions (Post-event Meetings)

When desired and time permitting, referees may want to schedule post-event meetings, otherwise known as round table discussions. These provide an opportunity for all to share perspectives, learn and may be particularly helpful for judges on panel who require reports or who are early in their development.

Discussion topics may include the following:

- Comments on the general quality of skating.
- General comments on the event regarding the judging: Review any highlights and ranges of marks without criticizing any judges.
- GOE and Program Components Review: Without establishing a range of acceptable scores, discuss any specific examples where elements or PCs may have seen a bigger range in marks or if any marks were too high or too low. Review any specific reductions.
- Questions
- Other: Solicit feedback on pre/post event meetings or provide any suggestions for improvements.

Referees should promote an open discussion where everyone is encouraged to voice their opinion on any matter deemed of importance and remind the group that the discussions should in no way impact the skater in future events where they are competing.

Reports for judges on panel

While referees are responsible for monitoring the judges on panel during events, they may occasionally be asked to write a report for a judge on the panel or for a trial judge seeking feedback or promotion in the discipline that they are a qualified referee.

Reports are a valuable tool to gauge the competency and suitability of an official in a specific discipline and level of officiating. Reports recognize strengths and opportunities for growth and may be used to educate and assist the judge in building the skills in an area that may require further development.

Judges seeking a report from a referee will fill out the [Reflections for Trial Judge & Judge on panel](#) document following their events. This form is then provided to the referee completing the report for review.

When completing a report for a judge on panel, the [Detailed Assessment of Judging Performance – All Disciplines](#) form is filled out by the referee.

Further information and strategies on report writing is explored in the Invitational Referee Training online course available on Skate Canada's eLearning site.



Deductions, Violations and Withdrawals

Referees must familiarize themselves and understand the rules of sport in order to properly respond when violations occur. Rules can be found on Skate Canada's [Info Centre](#) or on the [ISU website](#).

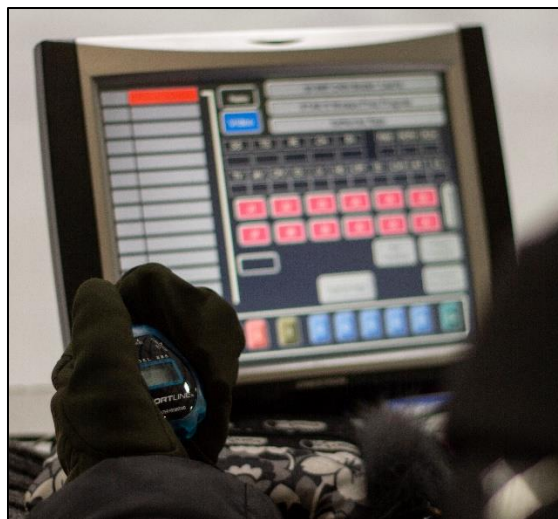
Applying deductions

Deductions are applied for certain violations of the rules. Each deduction has a factored value which is applied to the overall score of a competitor or team's performance. A detailed list of deductions and values can be found in [Scoring of Skate Canada Competitions](#) on Info Centre.

Judges and referees apply deductions based on each occurrence. They do not need to know the factored value of each deduction, which differs per category. When inputting a deduction in the Skate Canada scoring system, referees must simply enter the number of deductions (instances) and the software will automatically calculate the correct value per deduction based on the category. It is highly recommended that the event referee be familiar with these factored values in cases of questions or incorrect calculations.

There are a number of deductions that all Skate Canada referees and the panel of officials must be familiar with. Below is a brief outline of each deduction and who is responsible for which one.

CALL TO START: LATE START DEDUCTIONS	
The referee times the competitor/team from the end of the announcement of their name to the time they take their starting position and takes appropriate deduction if warranted.	
A competitor must take their starting position at the latest 30 seconds of the competitor's name being called for each segment of the event. In all disciplines, a deduction will be applied by the referee if the competitor is not in a starting position within 30 seconds. If 60 seconds have expired since being called to start, the competitor will be considered to be withdrawn.	
Who is responsible?	
Responsibility of the referee to apply the deduction and if necessary, to withdraw the competitor(s).	
Application	
A "Late Start" deduction is applied in the case of the following:	
<ul style="list-style-type: none"> - Between 31 and 60 seconds to take the starting position – 1 deduction is applied. - Greater than 60 seconds to take starting position, competitor(s) is considered withdrawn. 	



TIME VIOLATIONS
Time violations occur when the program length fails to meet the requirements. Program timing starts with the first movement of the first skater and continues until all skaters come to a complete stop. Program time is different than music time.
Who is Responsible?
Responsibility of the referee to apply any deductions for the below.
Application
<p>For programs with a maximum time limit and no minimum, if the competitor(s) fail to finish within the time limit, the referee will apply a deduction for <u>up to</u> every five seconds in excess.</p> <p>Example: If a skater is 12 seconds in excess, the referee will apply three deductions.</p> <p>For programs with a minimum and a maximum time, if the competitor(s) fail to finish within the time range, there will be a deduction applied for up to every five seconds in excess or lacking.</p> <p>Any element started after the maximum time limit must not be identified by the technical panel and will have no value.</p> <p>If the duration of the program is thirty seconds or more under the required time range, no marks shall be awarded. To complete this, the referee will instruct the data specialist to change the status of the competitor to 'disqualified' following the event segment. This will allow the results sheet to still display the competitor, but with no score. In a manual entry situation, the worksheet of the panel will need to include indication that the competitor should not receive any scoring so that the data specialist completes the status change.</p>

COSTUME/PROP VIOLATIONS

In all disciplines, clothing of the competitors must be modest, dignified and not give the effect of excessive nudity. Clothing must be appropriate for athletic competition – not garish or theatrical in design. Clothing may, however, reflect the character of the music chosen.

Accessories and props are not permitted and decorations on costumes must be attached.

For domestic competitions, clothing requirements are gender neutral. There are no restrictions on competitors choosing to wear dresses, skirts, pants or tights. Equity, diversity and inclusion sensitivity must be considered when deciding potential costume violations. Referees and judges should use their best judgement when applying costume violations.

Note: If in doubt, referees and judges should go with the benefit to the skater. The referee may seek out the coach to provide feedback in any particular situation.

Who is Responsible?

The judging panel, including the referee are responsible to apply the deduction.

A majority of votes (50% +1) from the panel is required for a deduction to take effect.

Application

A deduction is selected in the affirmative if the referee and judges feel there is a violation. The deduction takes effect if affirmed by the majority of judges (50% + 1), which may include the referee.

The deduction can only be applied once per program.



COSTUME/PROP FALLS ON ICE VIOLATION

If any part of a competitor/team's costume or hairpiece falls on the ice, a deduction will apply.

Who is Responsible?

Responsibility of the referee to apply the deduction

Application

The deduction can only be applied once per program.

INTERRUPTION RULE – EXCESSIVE INTERRUPTION DEDUCTIONS

The referee starts timing from the moment the program is interrupted until the time the competitor(s) resumes the performance.

There are many scenarios to consider when it comes to interruptions. While there are too many potential interruptions to list them all, referees will need to familiarize themselves with the possibility of any or all scenarios that could occur.

Interruption in Performing the Program

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.

There are three categories of interruptions:

1) Music deficiencies

If the music or tempo is not correct, the competitor(s) has up to **20 seconds** in Singles, Pairs and Ice Dance to alert the referee (up to 30 seconds for Synchronized Skating). If they so choose, the competitor will be allowed to start again (from the beginning) without penalty. In this case, the Judges and Technical Panel evaluate the program from the beginning, disregarding the previous evaluation. If the competitor(s) notifies the referee after the identified time limit, they may only resume skating from the point of the interruption.

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 competitor(s) may skate to another skater's music, provided they have permission.
- They may skate to any random piece of music.
- If the competitor does not skate to any music, that skater is considered withdrawn and no marks will be given.

2) Unrelated Adverse Condition (Outside the control of the skater)

A stoppage resulting from a situation unrelated to the competitor(s) or that is not the fault of the competitor(s), will not result in a deduction (lighting, music, etc.).

Example: Music stops playing or something is thrown onto the ice. The competitor(s) should go to the referee when they become aware of the problem. If the referee blows the whistle, competitor(s) must stop skating and go to the referee. In this case, there is no deduction. The competitor(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**.

3) Related Adverse Condition (Within the control of the skater)

If a competitor becomes injured during the performance or another adverse condition related to the skater or their equipment (such as health problems or unexpected damage to clothing or equipment) impedes their skating, the competitor must stop skating. If they do not stop, they will be ordered to do so by an acoustic signal of the referee (e.g., whistle).

INTERRUPTION RULE – EXCESSIVE INTERRUPTION DEDUCTIONS

Rectification scenarios: The referee should start their stopwatch when the skater stops performing in order to identify which of the scenarios apply.

- 1) Less than 10 seconds: Problem is resolved within 10 seconds of interruption - There is no deduction.
- 2) More than 10 seconds but less than 40 seconds: Skater has up to 40 seconds to rectify the problem or see the referee to request a three-minute break. The music continues to play during this period.
 - Various deductions will apply based on how long it takes the competitor(s) to rectify the issue (e.g., >10 to 20, >20-30 and >30-40 seconds)
- 3) 40 seconds or more without asking for three (3)-minute break – Music is stopped by the referee who starts timing of the (3)-minute allowance.

Interruption in Performing the Program: Three-Minute Allowance

If the problem cannot be remedied without delay, the competitor(s) may come to the referee and ask for three (3) minutes to rectify the problem. If the competitor resumes skating within the additional period, a deduction will occur (e.g., 5.0 for Senior and Junior level events, factored for lower-level events). Note that when the problem is solved, the competitor shall continue from the point of interruption or, if the interruption occurred at the entrance or during an element, **at the point immediately following this element** which shall be called by the technical panel.

Interruption deductions, for a particular instance, are not cumulative. If a competitor or team requests the three (3)-minute break, only that deduction is applied. Deductions that occurred for the interruption that led to the three (3)-minute break deduction will be removed. No other penalties will be added to that deduction. Additional interruptions that occur outside of the one that received the three (3)-minute allowance may incur other applicable deductions. The referee instructs the judges and technical panel on how to handle this interruption and take all appropriate deductions based on the type of interruption.

NOTE:

- Music is not stopped until the skater reports to the referee and asks for the three (3)-minute allowance, or when the (3)-minute allowance is triggered by an interruption that is over 40 seconds. When music is stopped, a three (3)-minute interruption deduction is immediately applied. It is imperative the music operators wait until signaled by the referee to stop the music.
- 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. In this case, the interruption rule will apply and the referee will begin timing for the applicable deduction.
- A referee may use video replay to verify the duration of interruption in a questionable situation. If video replay is not accessible, the referee should use their best judgment by timing and apply the appropriate deductions. Skaters should always be given the benefit of the doubt in a questionable situation.
- Only one three (3)-minute break period is allowed per program. In case of a second such request, the competitor shall be considered withdrawn.
- If an adverse situation arises (e.g., ice needs patching midway through an event, music equipment issues, etc.), the competitor will stop and wait for the situation to be resolved before resuming from the point of interruption. If **10 minutes** have passed due to the adverse condition, that skater and any remaining skaters in the warm-up group will be given an additional warm-up period before continuing. Regardless of the length of time of interruption, the original skater with the interruption will restart from the point of interruption.

Further information and examples related to the application of interruptions can be found within the [Instructions for Referees and Technical Controllers procedure](#) on Info Centre.

INTERRUPTION RULE – EXCESSIVE INTERRUPTION DEDUCTIONS

Who is Responsible?

The referee will decide and communicate to the competitor, the judges and the technical controller where the point of interruption is.

The technical panel will decide if the interruption occurred at the entrance to or during an element, in which case the technical controller will inform the referee accordingly.

Application

Interruption in Performing the Program

The referee will apply the appropriate deduction, as necessary. The following deduction will be applied based on the duration of time:

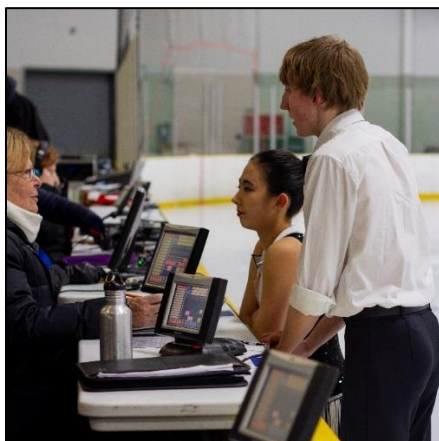
- 11 seconds up to 20 seconds interruption – 1 deduction is applied
- More than 20 seconds up to 30 seconds – 2 deductions are applied
- More than 30 seconds up to 40 seconds – 3 deductions are applied
- More than 40 seconds and up – the referee commences the (3)-minute allowance and applies the applicable deduction.

Benefit should always be to the skater if there is a question to the exact time of interruption.

Note: The CSS automatically applies the factored deduction for the discipline and level of skating, referees only need to ensure the number of deductions are properly applied.

Interruption in Performing the Program – Three (3)-Minute Allowance

A deduction of 5.0 is applied by the referee. The system then factors the deduction for Novice and lower categories. The three (3)-minute deduction applied is allowed only once per program.



When it comes to interruptions, a competitor may not be aware of the applicable rules and deductions. It will be important that referees communicate calmly, clearly and effectively to ensure the competitor(s) fully understands their options and that no time is wasted.

TIP: Referees should stand up while on panel during an interruption situation so they can easily be identified by the competitor(s) who may be seeking them out.

ADDITIONAL VIOLATIONS

There are several violations or occasions that are not the responsibility of the referee or may not require a deduction. Below is a list of items that may fall into this category.

1) Illegal elements/movements

This is the responsibility of the technical panel.

Except for Artistic events, the referee and judging panel do not need to concern themselves with this deduction.

2) Fall during the program

This is the responsibility of the technical panel. (NOTE: In the case of no technical panel, Artistic or Adult Interpretive events, the referee is responsible.)

3) Music deficiencies and/or unrelated adverse conditions (not the fault of the skater)

The referee will attempt to rectify the situation as quickly as possible. For music issues or unrelated adverse conditions, there will be no deduction to the competitor(s).

4) Elements not according to requirements

The computer system will invalidate. The technical controller will authorize.

More detailed information is available on deductions and the factors for each level and discipline in the Skate Canada Rulebook. Please refer to the [Skate Canada Rules for Competitions](#) and [Scoring of Skate Canada Competitions](#) regarding the complete application of deductions.

No-show by an athlete or team from Singles, Pairs, Ice Dance or Synchronized skating events in competition

Occasionally, a competitor or team has registered and reported in but will not show up for their allotted warm-up time. If this happens, their name will still be called when it is their turn, as they may have just missed their warm-up. There will be a one-minute waiting period for them to take their place. If after one minute they have not shown up, they will be deemed withdrawn and the next competitor or team will be announced. It is the responsibility of the referee to withdraw the competitor(s) and to provide the appropriate instructions to all stake holders.

In situations where a competitor or team has not registered or reported in, the referee should ask the ice captain to inform the team leader or coach of the next competitor or team. In this situation, the competition will continue as per normal with no waiting period needed. Communication across all stakeholders will help ensure competitors and teams are properly notified and aware of any changes to their competition schedule.

Further information on no-show procedures can be found within the [Instructions for Referees and Technical Controllers procedure](#) on Info Centre.

Concussion Protocol

Referees should familiarize themselves with the [Skate Canada Concussion Protocols](#) as well as the [How to Recognize a Concussion Tool](#) so as to respond in the event of an incident during competition.

In the case of injury at the competition, both on and off the ice, the event referee may need to determine if an injury to the skater has resulted in a concussion. If the referee suspects a concussion, they must stop the music and ask the skater to take a three (3)-minute break to be assessed by medical.

NOTE: **NO** deduction for an interruption will be applied if the referee determines that there could be a concussion due to the injury.

Medical Attention

If medical attention is required, the referee must stop the performance by an acoustic signal and instruct the music technician to stop the music. The referee will allow a break of up to three minutes for the competitor to be assessed. If the referee, on advice of medical, permits the competitor to continue skating, no deduction will apply.

When the problem is resolved, the competitor will continue from the point of interruption or, if the interruption occurred at the entrance or during an element, at the point immediately following this element, which was called by the technical panel and the call remains.

Draw Procedures

Conducting the Draw for Start Order

The draw for starting orders of the first segment of an event is done randomly by the data specialist in cooperation with the technical representative. This draw may be made up to 30 days in advance of the event.

It's important to note that Start Orders must adhere to the maximum number of competitors for each warm-up as per Skate Canada Rules > Competitions > [Starting Orders](#).

Draw for Start Order of Subsequence Segments

Referees are often involved in assisting in the draw for subsequent segments in an event.

Determining the start order of subsequent events is dependent upon the results of the first segment. The draw for the second or subsequent segment should be done as soon as is practically possible after the first segment.

Competitors will be divided in the order they finished in the first part into the smallest number of equal groups. If the number of competitors is not equally divisible, the last group will have one more competitor than the others.

There are three ways to determine start orders for subsequent segments: Random, Subgroups Within a Group and Reverse Order. The process for drawing for subsequent segments must be included in the technical package for the event.

Random

Within each warm-up group, the start order of each portion will be randomly selected by the data specialist in cooperation with the technical representative. This may be done manually or by computer.

Subgroups within a Group

The order of skating for the final two warm-up groups will be drawn in four sub-groups (two sub-groups per warm-up). Competitors who placed higher in the first segment will be in the latter portion of that warm-up. Those that placed lower than the two final warm-up groups will be drawn randomly within their group.

Reverse Order

Simply stated, skaters will compete in reverse order of their placings.

Further details and information on conducting the draws for start order can be found in the Skate Canada Rule Book > Competitions > [Conduct of an Event](#).

Protests

There may be a time when referees will be informed of a protest within an event that they officiated as the referee.

There are two ways for stakeholders to address a concern with the results of an event:

1. The coach or skater files a protest regarding a specific item in their results card.
2. Stakeholder asks for clarification of an item within the results.

Protests must be made in writing to the technical representative, who in turn will hand the protest over to the referee, the technical controller and the chief data specialist of the event to make a decision.

A written protest must be filed immediately after, but **within no more than one hour** of the posting of results. The chief data specialists are responsible to record the date and time that results are posted in the event that a protest is filed.

The following areas may be protested:

- Error in inputting of any element, fall, bonus, illegal element or any other deduction by the data input operator or of the data specialist (in the case of manual events/calculations only).
- Application of well-balanced program regulations.
- A value assigned to an element.
- Application of principles of calculation.

If this is the case, the results will be recalculated and corrected.

In order for an element to be deemed as misidentified, the referee and appropriate officials involved in the initial identification of the element will conduct a review. If it is decided that human error caused the misidentification, the element will be corrected along with the results.

The following may not be protested; however, coaches or competitors may ask for clarification:

- Assigning a level to an element or identification of an element.
- Assigning a jump as “under-rotated.”
- Assigning the Grade of Execution of an element.
- Marking of Program Component scores.
- Assessment of time violation (program time or timing of lift).
- Assessment of a fall violation.
- Assessment of interruption violation.
- Error of input by a judge or referee of a GOE score or program component score under their authority.
- Any decision by the referee.

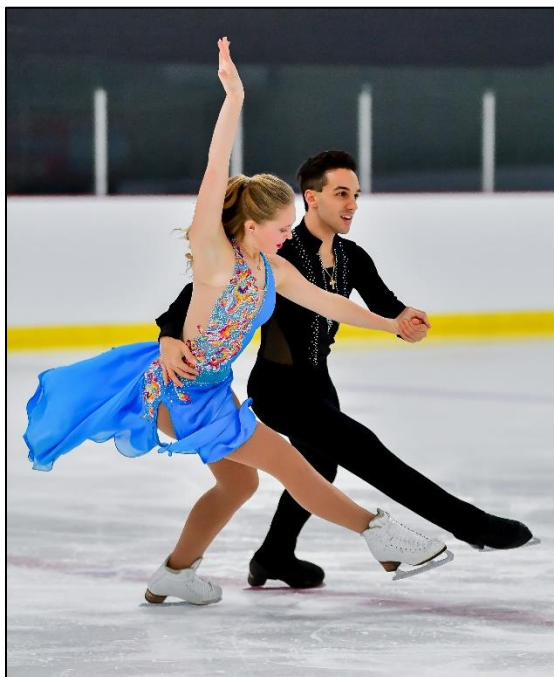
The above items are considered to be Field of Play decisions and may not be contested.

Note: Field of Play is described as a decision taken in the field of play where the official (referee, judge, technical controller, technical specialist) must make an interpretation of the rules in the live setting of the competition and subsequently record this decision.

Informal clarification of elements or questions regarding the results must be filed with the technical representative who will discuss with the technical controller or referee, whoever is appropriate, to provide feedback to the parties involved.

Additional Rules for Ice Dance

The rules and deductions for Singles and Pairs skating also apply to Ice Dance with additional items specific to Ice Dance, below.



Responsibilities of the Referee

In addition to the responsibilities outlined earlier in this resource, the referee is responsible for the following during an Ice Dance event segment:

Timing	<p>Program time: For Pattern Dances, the referee also times from the moment of the last prescribed step in the Pattern Dance to the ending movement/pose.</p> <p>Lifts: In Ice Dance, the referee times the duration of all lifts and takes appropriate deductions if the lifts do not meet the appropriate guidelines.</p> <p>Tempo: In Ice Dance, the referee is responsible for ensuring that all pattern dances as well as the Pattern Dance elements in the Rhythm Dance meet the tempo specifications as outlined in the appropriate technical guidelines.</p> <p>Timer procedures: For all Rhythm and Free Dance events, two timers are recommended for all competitions due to aspects that require timing in these segments.</p>
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Resources

Referees must be familiar with the content and location of the following documents which are updated each season:

- [ISU Special Regulations and Technical Rules](#)
- [ISU Communications](#)
- [ISU Handbook for Ice Dance Officials](#)
- [Skate Canada Technical Requirements Guides](#)
- [Skate Canada clarifications documents](#)
- [ISU "Who's Responsible" documents](#)

For Ice Dance, it is also recommended to bring three stopwatches (one for program time, one for interruptions, one for tempo/lifts) in the event two timers are not available.

Pattern Dance

Conduct of Pattern Dance Competition

Most Pattern Dance events have two pattern dances for each category, with the exception of STAR 2/3. Dance referees must familiarize themselves with conducting pattern dance events correctly to properly run an effective dance event:

Groupings

For Pattern Dances, the couples are divided into two equal groups. In the case of an uneven number, the second group will be the larger group.

Skating Order

The Pattern Dances are skated in order of listing in the [ISU Rulebook](#) and the skating order can be found in the current Skate Canada Ice Dance Technical Handbook. The first dance will start with Group 1 and followed by Group 2. The second dance starts with the same skating order, with the exception that Group 2 skates before Group 1. Each dance event is run similar to the other disciplines with regards to warm-up groups and competition event procedure.

Warm-ups

Each pattern dance is given a three (3)-minute warm-up. The first 30 seconds of the warm-up are without music, followed by 2.5 minutes of the 6th tune (last tune) of the ISU Dance music.

Pattern Dance Steps

All Pattern Dances will be started so that the steps of the first side of the dance will be on the side of the judging panel, unless otherwise communicated by the referee. If the first sequence is not executed on the judge's side, the referee is to stop the couple and instruct them to restart on the correct side. Skaters will skate the appropriate number of sequences, as listed in the Skate Canada Rule Book > Competitions > [Pattern Dance Sequences](#).

Calling Process without Key Points

The technical controller identifies sequences/sections of the Pattern Dance. They also identify and call falls. However, there may be times when there is no technical panel for pattern dances. If a TC is not available at a non-qualifying event, the referee may perform this function.

All pattern dances without key points will have two levels: Level Base or Level 1. The referee will determine and enter the level on the computer (or on paper) in the same manner as the technical panel:

- 1) Level Base is attained when 50% of the Sequence/Section is completed by both partners or individual solo dance categories.
- 2) Level 1 is attained when 75% of the Sequence/Section is completed by both partners or individual solo dance categories.
- 3) No Value is assigned when less than 50% of the Sequence/Section is completed by both partners or individual solo dance categories.

Referees are encouraged to review the appropriate documents and ask questions in advance of serving in this role.

The complete document regarding the procedure for referees with no technical panel can be found in the [Pattern Dance Procedures for Referees without Technical Panel](#).

Pattern Dance Violations and Deductions

FINAL POSE TIME VIOLATION
The couple must reach the final movement/pose within twenty (20) seconds after completion of the last step of the Pattern Dance.
Who is Responsible?
Responsibility of the referee to apply the deduction.
Application
Deduct for up to every five (5) seconds in excess of 20 seconds after the last prescribed step to the ending movement/pose.

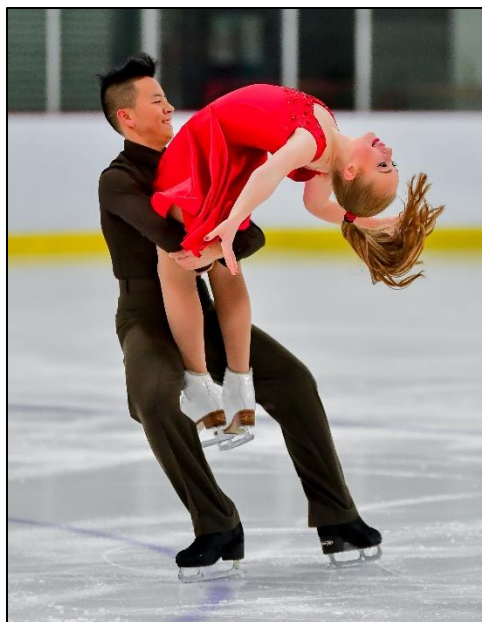
MUSIC
Pre-juvenile / Juvenile: All must be chosen from Skate Canada Series 8 or from the Skate Canada Approved Music for Pattern Dances
Pre-Novice / Novice: Music must be chosen in accordance with the rhythm of the Pattern Dance and may be vocal. Tempo must remain constant throughout and in accordance with the required tempo of the Pattern Dance plus or minus 2 beats per minute (plus or minus 3 beats per minute for waltz rhythms). If choosing a tune from ISU Dance Music, only tunes 1 to 5 can be used.
Who is Responsible?
Responsibility of the referee to apply the deduction.
Application
One incorrect tempo deduction may be applied only once per program. An incorrect tempo music deduction is applied by entering two deductions into the CSS system, this can only be applied once per program.

Rhythm Dance Violations and Deductions

MUSIC REQUIREMENTS VIOLATION
Vocal music is permitted. The music must be suitable for Ice Dance as a sport discipline and must have the following characteristics: <ul style="list-style-type: none"> Must have an audible rhythm beat. Music may be without an audible rhythm beat for up to 10 seconds at the beginning of the program. Music must be selected in accordance to the designated rhythm(s) and/or theme(s).
Who is Responsible?
The judging panel, including the referee is responsible to apply the violation. A majority of votes (50% +1) from the panel is required for the violation to take effect.
Application
Incorrect rhythm or lack of an audible beat music violation is selected in the affirmative if the referee and judges feel there is a violation. The deduction takes effect if affirmed by the majority of judges plus the referee (50% + 1). The deduction can only be applied once per program.

MUSIC VIOLATION: TEMPO SPECIFICATIONS
Pattern dance elements and the Pattern Dance Type Sequence (PSt) in the rhythm dance must be skated within the specified tempo as outlined in the current ISU Technical Requirements.
Who is Responsible?
Responsibility of the referee to apply the deduction.
Application
Only one deduction may be applied per program

EXTENDED LIFT VIOLATION
Lifts exceeding the permitted duration will result in a deduction. The referee times from the time the lifted skater's blade leaves the ice until at least one blade touches the ice. In the Rhythm Dance, only one short lift is executed. It is not to exceed 7 seconds.
Lifts should be timed by the referee using a stopwatch. The duration of the lift is then confirmed by the referee electronically.
Who is Responsible?
Responsibility of the referee to apply the deduction.
Application
Referee will apply 1 lift deduction if the lift exceeds 7 seconds.



CHOREOGRAPHY RESTRICTIONS DEDUCTIONS
<p>The Rhythm Dance must be choreographed and skated in compliance with the general requirements for the rhythm dance. Choreographic Restriction violations will apply for pattern, stops, separations, or touching the ice that are executed outside of the general requirements.</p> <p>General Requirements are listed in the ISU Rule book. Exceptions may be allowed based on the Rhythm Dance chosen and can be found in the current ISU Ice Dance Technical Requirements, Handbook for Referee and Judges, and Skate Canada Ice Dance Technical Requirements.</p>
Who is Responsible?
<p>The judging panel, including the referee are responsible to apply the deduction for any violation of pattern, stops, separations or touching the ice.</p>
Application
<p>The deduction takes effect if affirmed by the majority of judges plus the referee (50% + 1). Only one choreographic deduction may be taken per program.</p>

COSTUME/PROP VIOLATIONS
<p>Exceptions to the restrictions may be announced yearly if appropriate to the rhythms selected and will be found in the current ISU communication of the current technical requirements.</p>
Who is Responsible?
<p>The judging panel, including the referee are responsible to apply the deduction. A majority of votes (50% +1) from the panel is required for a deduction to take effect.</p>
Application
<p>The deduction takes effect if affirmed by the majority of judges plus the referee (50% + 1). The deduction can only be applied once per program.</p>

Free Dance Violations and Deductions

MUSIC REQUIREMENTS VIOLATION	
<ul style="list-style-type: none"> - Music including classical music must be cut/edited, orchestrated or arranged in a way that it creates an interesting, colourful, entertaining dance program with different dance moods or a building effect. - Must have at least one obvious change of tempo/rhythm and expression. The change may be gradual or immediate, but in either case it must be obvious. - Must be suitable for the couple's skating skills and technical ability. - May be vocal and must be suitable for Ice Dance as a sport discipline. - Must have an audible rhythm beat and melody, or audible rhythmic beat alone, but not melody alone and may be vocal. - May be without audible rhythmic beat up to 10 seconds at beginning or end of the program. - May be without audible rhythmic beat up to 10 seconds during the program. - To comply with the ethical values of sports, any music chosen for Ice Dance competitions must not include aggressive and/or offending lyrics. 	
Who is Responsible?	
<p>The judging panel, including the referee are responsible to apply the deduction. A majority of votes (50% +1) from the panel is required for a deduction to take effect.</p>	
Application	
<p>The deduction takes effect if affirmed by the majority of judges plus the referee (50% + 1). The deduction can only be applied once per program.</p>	

EXTENDED LIFT VIOLATION	
<p>Lifts exceeding the permitted duration will result in a deduction. The referee times from the time the lifted skater's blade leaves the ice until at least one blade touches the ice.</p>	
<p>In the Free Dance there are three different types of lifts:</p> <ul style="list-style-type: none"> - Short Lifts – may not to exceed 7 seconds. - Combination Lifts – may not exceed 12 seconds. - Choreographic Lifts – may not exceed 10 seconds. 	
<p>Lifts should be timed by the referee using a stopwatch. The duration of the lift is then confirmed by the referee electronically.</p>	
Who is Responsible?	
<p>Responsibility of the referee to apply the deduction.</p>	
Application	
<p>Referee will apply 1 lift deduction for each lift that exceeds requirements.</p>	

CHOREOGRAPHY RESTRICTIONS DEDUCTIONS	
<p>The Free Dance must be choreographed and skated in compliance with the general requirements for the free dance. Choreographic Restriction violations will apply for stops, separations, or touching the ice that are executed outside of the general requirements.</p> <p>General Requirements are listed in the ISU Rule book. Exceptions may be allowed and can be found in the current ISU Ice Dance Technical Requirements, Handbook for Referee and Judges, and Skate Canada Ice Dance Technical Requirements.</p>	
Who is Responsible?	
<p>The judging panel, including the referee are responsible to apply the deduction for any violation of pattern, stops, separations or touching the ice.</p>	
Application	
<p>The deduction is taken when the majority of referee and judges (50% +1) apply the violation.</p> <p>One choreographic deduction may be taken per program.</p>	

Further detailed information regarding Ice Dance Requirements can be found in the [ISU Ice Dance Handbooks](#).

Additional Rules for Synchronized Skating

The rules and deductions for Singles skating also apply to Synchronized Skating with a few additional items to note.



Resources

Referees must be familiar with the content and location of the following documents which are updated each season:

- [ISU Special Regulations and Technical Rules](#)
- [ISU Communications](#)
- [ISU Referee Handbook](#)
- [Skate Canada Technical Requirements Guides](#)
- [Skate Canada clarifications documents](#)

For Synchronized Skating, a second two-way radio should be available between the event referee and the ice level referee and medical personnel only.

Assistant Referee – Ice Level

For all 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 should have an official promotion 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) and is not responsible for taking deductions or violations. 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 and Kiss and Cry area.
- Monitors the ice conditions and reports problems to the referee.
- 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 ice level referee does not need to wait for authorization from the event referee to send someone out carefully to remove the object from the ice. As such, one alternate must stand close to the ice level referee with guards off.
- 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.
- The assistant referee does not participate in the Victory Ceremony.

Timing

Warm-up

Timing starts from the moment the last skater of the team enters the ice surface. Teams are allowed a minimum of one minute of warm-up time on the ice with no music.

Program Time

Program time starts from the movement of the first skater and ends when the last skater comes to a complete stop.

Music Deficiencies

Teams are allowed to restart if music deficiencies are identified within the **first 20 seconds**. The referee may be notified by the Team Captain, while the rest of the team continues to skate.



COSTUME/PROP VIOLATIONS
<p>In all disciplines, clothing of the competitors must be modest, dignified and not give the effect of excessive nudity. Clothing must be appropriate for athletic competition – not garish or theatrical in design. Clothing may, however, reflect the character of the music chosen.</p> <p>Accessories and props are not permitted and decorations on costumes must be attached.</p> <p>For domestic competitions, clothing requirements are gender neutral. There are no restrictions on skaters choosing to wear dresses, skirts, pants or tights. Referees should use their best judgement when applying costume violations.</p> <p>In synchronized skating, accessories, feathers, props and rhinestones adhered to the face are not permitted.</p> <p>Note: If in doubt, referees should go with the benefit of the skater and seek out the coach to provide feedback in any particular situation.</p>
Who is Responsible
<p>The judging panel, including the referee are responsible to apply the deduction. A majority (50% +1) of votes from the panel is required for a deduction to take effect.</p>
Application
<p>A deduction is selected in the affirmative (by selecting “yes” into the costume/prop box) if the referee and judges feel there is a violation. The deduction takes effect if affirmed by the majority of judges plus the referee (50% + 1).</p>

INTERRUPTION RULE – EXCESSIVE INTERRUPTION DEDUCTIONS
<p>The following is in addition to the interruption rule requirements listed in the Deductions, Violations and Withdrawals section applicable to all disciplines.</p>
Who is Responsible
<p>Responsibility of the referee to apply the deduction.</p>
Application
<p>Interruption in Performing the Program The referee will apply the appropriate deduction, as necessary:</p> <ul style="list-style-type: none"> - More than 40 seconds and up by one or several skaters - More than 40 seconds and up by the team – the team is considered withdrawn

ADDITIONAL VIOLATIONS: ELEMENTS NOT ACCORDING TO REQUIREMENTS
<p>All items listed below are identified and confirmed by the technical panel in the discipline of synchronized skating and therefore not the responsibility of the referee.</p> <ol style="list-style-type: none"> 1) Ice coverage restriction not met 2) Unprescribed, additional or repeated elements 3) Wrong element shape 4) Features or additional features not according to requirements 5) Omitted requirements 6) Non-permitted elements

Further information on synchronized skating deductions and violations can be found in Skate Canada's [Synchronized Skating Technical Requirements Guide](#) for the applicable year and the [ISU Synchronized Skating Handbooks](#).

Synchronized Skating Process for Medical Exemptions at Domestic Competitions

There may be instances where the teams are skating with fewer than intended skaters due to an unforeseen medical issue.

Teams providing proper documentation and notice to the Technical Representative should not be penalized unfairly in these circumstances.

Information on the process to be followed in these situations can be found in the Notice board article: [Synchronized Skating Process for Medical Exemption at Domestic Competitions](#).

This process applies to all domestic categories except for Junior and Senior which will follow ISU rules.