



# DOGS

VICTORIA

YOUR CANINE COMMUNITY

## DOGS VICTORIA SLED SPORTS JUDGES TRAINING SCHEME

This is the Dogs Victoria Sled Sports Judges Training Scheme for 2021/2022

Based on the ANKC Regulations for the Conduct of Sled Dog Sports Judges Training & Assessment Program  
Part 3J - Adopted October 2016

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## **1. OVERVIEW**

- 1.1 Australian National Kennel Council Ltd (ANKC) Member Bodies will be responsible for the Training, Testing, Assessment and Maintenance of Judging licences.  
Accordingly, in the State of Victoria, these matters are the responsibility of Dogs Victoria and in this document the term “ANKC Member Body” generally means Dogs Victoria.
- 1.2 Dogs Victoria will assess Judges for the following disciplines in any order:
  1. Sledding
  2. Backpacking
  3. Weight-pull
- 1.3. No more than one licences may be applied for in the same year.  
Each licence will be granted when judging appointments for that licence are completed.
- 1.4. Dogs Victoria requires all trainees to pass a written/oral examination prior to attempting a practical assessment for each class.  
The written/oral examination is based on ANKC Rules pertaining to the discipline being trained for, as well as Dogs Victoria Regulations.
- 1.5. If an ANKC Member Body requires a higher standard than the ANKC Minimum Standards, the ANKC Member Body’s Regulation/s will take precedence over the ANKC Minimum Standard/s.

## **2. APPLICATION**

- 2.1. All applications for Sled Sports Judges’ Licences must be made on the required application form by the date specified by Dogs Victoria.
- 2.2 All requirements for specific classes must be fulfilled prior to the applicant undertaking Oral or Written examination and practical assessment.
- 2.3 Dogs Victoria has the right to seek verification of any information provided by the applicant.
- 2.4 All applications/expressions of interest by Dogs Victoria members for licences to judge any of the Sled Sports disciplines must be made on the required application form prior to 31st December each year.
- 2.5 Completed applications, including evidence that the relevant training, judging and stewarding requirements have been fulfilled, must be submitted to Dogs Victoria by 1st May of the following year.
- 2.6 Where special circumstances occur, the Sled Sports Committee has the right to allow otherwise eligible trainees to enter the scheme at an alternative date.
- 2.7 A log book will be maintained to record achievement of goals by each trainee, e.g. details of relevant training, including training and assessment forms, signed by the trainers, attendance at lectures, written and practical assessment results.
- 2.8 With the exception of training and titling in the relevant discipline, all prerequisites must be completed within twelve (12) months prior to the Written Examination. (Note special condition pertaining to Judging appointments).
- 2.9 The prerequisites for training and titling a dog have no specific time limitations.
- 2.10 Requirements used to fulfil a licence application can only be used once.
- 2.11 The onus is upon the applicant to provide evidence of having fulfilled the necessary criteria.

## **3. ELIGIBILITY**

- 3.1. 3.1.1 To be eligible to enter the Program the applicant must:
  - [a] have been a member of the ANKC Ltd Member Body for a total period of not less than five [5] years, but dispensation may be given for persons with sufficient experience in this discipline.
  - [b] be over 18 years of age;
  - [c] be approved by the Member Body.
- 3.1.2 The only persons eligible to judge Sled Sport Events shall be those who have been accepted into the Judges Training Program. Applicants must have:
  - [a] trained and trialled a Sled Sports Dog
  - [b] acted as a Chute Marshall, Time Recorder, Chief Steward, Trail Spotter for at least three sled sport Events.
  - [c] attended a lecture on the rules of Sled Sport Dogs within 12 months prior to application.
- 3.2. Trainees are expected to attend all lectures and practical training sessions as approved by Dogs Victoria.

Trainees will also be required to educate themselves by studying the Rules for the Conduct of Sled sports. Non-attendance at required lectures will preclude application for a licence, unless a written apology acceptable to the Sled Sports Committee is received within seven (7) days of the relevant lecture. If the apology is accepted, the Judges' Training and Assessment Co-Ordinator will make alternative arrangements for delivery of the lecture.

- 3.3. Dogs Victoria may approve applications received from members who do not meet the above criteria providing that they are permanent residents of Australia and can effectively demonstrate and produce documentation verifying their experience and qualifications to meet the above standards gained in a previous country of residence.
- 3.4. Subject to the agreement of both the trainee Judge and ANKC Member Bodies, a person may be approved to enrol in a Sled Sports Training Scheme conducted in a geographic location more convenient for that person.
- 3.5. The Sled Sports Committee has provision for trainees who cannot attend a lecture, structured training, or written or practical assessment on the appointed date.

Where there is a reason acceptable to the Sled Sports Committee, other arrangements will be made for that trainee.

Alternatively, where a trainee has completed the required training to the satisfaction of their mentor, trainers and the Judges' Training Co-ordinator, they may be assessed at an earlier date.

This may not always be feasible, but such arrangements may be made where it is practicable.

#### **4. METHOD OF EDUCATION (SELF EDUCATION)**

- 4.1. Trainees will be required to educate themselves by being conversant with the ANKC Member Body Rules and Regulations relevant to Sled Sports and updates to the Rules for the Conduct of Sled Sports Trials.
- 4.2. Trainees are to attend all lectures and practical training sessions unless otherwise approved by Dogs Victoria.
- 4.3. Trainees will also be required to educate themselves by studying the Rules for the Conduct of Sled Sports Trials.

#### **5. TRAINERS**

- 5.1. Trainers will be appointed by the Sled Sports Committee to the Judges' Training and Assessment Panel.
- 5.2. The Trainer/s must:
  - 5.2.1. Deliver lectures and /or other advertised instruction sessions provided by the Sled Sports Committee to trainee judges, aspirants and other interested persons.
  - 5.2.2. Ensure written exam and training materials are consistent and up to date with relevant rules and regulations.
  - 5.2.3. Provide practical feedback to trainees as required.
  - 5.2.4. Complete trainee Judges' attendance forms as required.
- 5.3. These forms are to be kept by the trainee and forwarded to the Course Co-Ordinator by 1st May. Copies should be retained by the trainee.

#### **6. APPLICATION FOR ASSESSMENT**

- 6.1. No person may apply for more than one licence in any one year.
- 6.2. Completion of practical training is mandatory for all licences.

A minimum of two [2] practical training sessions must be completed. Sessions must include a minimum of five [5] dogs of varying breeds where possible. Each of these training sessions to be conducted in conjunction with a member of the Sled Sport Dog Judges Training and Assessment Panel.

Two judges appointed by the Sled Sports Committee will provide written assessment on the trainee's progress, to be submitted with the trainee's Judges application.

They will need:

  - 6.1.1. Documentation of attending a minimum of three (3) lectures and /or other advertised instruction sessions provided by the Sled Sports Committee
  - 6.1.2. Documentation of attending Practical Judges' Training sessions
  - 6.1.3. Details, including Affiliate and date, of 5 ANKC recognized sled sports events as trial manager, Steward or another official

## **7. WRITTEN OR ORAL EXAMINATION**

- 7.1. All applicants for a Sled Sport Dog Licence must pass a written examination, relevant Sled Sports discipline for which they are applying.
- 7.2. Invigilators will be selected by the Sled Sports Committee to administer the written examination.
- 7.3. All written (theoretical) examination papers shall consist of short answer questions and/or multi-choice questions.
- 7.4. The written assessment for the discipline of Sled Sports will be in two sections:
  - 7.4.1 ANKC Ltd Rules and Regulations for Judging Sled Sports for the relevant discipline.
  - 7.4.2 General SectionEach section will require a minimum pass mark of 75%.
- 7.5 Except for “multi-choice questions” where one (1) person only is required, there shall be at least two (2) persons appointed to separately mark the papers, without conferring. The results are to be forwarded to the VCA office.
- 7.6 In the case of a split decision (equal pass and fail) an additional person shall mark the papers and that mark shall decide the result.
- 7.7. All examination papers (pass or fail) will be held by the VCA Office.
- 7.8. A candidate who has failed a written examination (other than multi-choice questions) may request a re-mark of their paper.
  - 7.8.1. Such request to be in writing and within 14 days of advice of the result of the examination
- 7.9. All questions with incorrect answers will be supplied to the trainee with the correct answers. Please note that the above regulations may change annually. Dogs Victoria Regulations are available on the Dogs Victoria website; or from the Dogs Victoria office on request. It is the trainees’ responsibility to ensure that they are aware of the current Dogs Victoria regulations applicable to the relevant discipline. All judges and trainees MUST be conversant of the regulations in regard to dog incidents.

## **8. PRACTICAL ASSESSMENT**

- 8.1. The trainee must pass the Written or Oral examination in order to undertake the Practical Assessment.
- 8.2. The following are the requirements for a pass in the Practical Assessment:
  - 8.2.1. Trainees are required to judge a minimum of five (5) dogs or teams.
  - 8.2.2. At the assessor’s discretion, the trainee may be asked to judge additional dog/s;
  - 8.2.3. The assessor will individually make a recommendation as to whether the trainee has passed or failed.
- 8.3 Assessment sheets will be completed and submitted to Dogs Victoria for written notification to the trainee of their results.

## **9. RE-ASSESSMENT**

- 9.1 Trainees who do not pass the practical assessment may apply for re-assessment. Dogs Victoria is not obligated to automatically agree to a re-assessment and each case should be reviewed on its merits. Eligibility will be dependent on how much further training the applicant is expected to require.
- 9.2 Any reassessment should be held at a mutually agreed time not earlier than three months or later than six months following the original assessment.
- 9.3 The Judges’ Training Panel must take into account the need for further practical training of the trainee and the availability of suitable handlers/dogs and facilities.

## **10. DRESS CODE**

- 10.1. Trainees should dress in a manner befitting an official, taking into consideration the type of event and the weather conditions.

## **11. FITNESS TO JUDGE**

11.1 ANKC Regulations Part 2, Point 1.3 states;

11.1.1 All Judges' Application Forms, both new and renewal, shall contain the following declaration to be signed by the applicant:

"I declare that I am physically fit and capable of judging in accordance with the Rules and in the normal accepted manner, and if required I am prepared to undergo a medical fitness test and/or vision test at the discretion of the Control. I further accept the Control may refuse to grant any renewal of licence and may cancel or suspend for any period or vary in any way any licence already granted. or may grant, in part, only an application for renewal of licence."

11.2 Should Dogs Victoria consider that either an applicant or a licensed judge is unable to meet 11.1.1, Dogs Victoria has the right to;

11.2.1 Refuse the application;

11.2.2 Refuse to grant any renewal of the licence to any person and may cancel or suspend for any period or vary in any way any licence already granted; or

11.2.3 Direct any judge to undergo a medical "Fitness to Judge" examination by a nominated medical officer; or

11.2.4 Grant in part only an application for renewal of the licence.

## **12. MAINTENANCE OF SKILLS AND KNOWLEDGE**

12.1 All judges are expected to actively maintain their knowledge and understanding of the Rules and their interpretations as deemed by the ANKC and Dogs Victoria.

12.2 In the event that a Judge fails to fulfil this responsibility or

12.3 To follow directions issued by Dogs Victoria:

12.3.1 Dogs Victoria may refuse to grant any renewal of licence or may cancel or suspend for any period or vary in any way, any licence already granted.

12.3.2 Dogs Victoria may direct any Judge within its jurisdiction to undergo additional training or counselling by the Judges' Training Panel.

## **13. SLED SPORTS JUDGES' LECTURES**

13.1 Judges' Lectures are delivered on an annual basis for each discipline and are a compulsory part of the Judges' Training Scheme.

13.2 Lecturers are to cover the following:

- Dogs Victoria Regulations relevant to the discipline
- Requirements of the Judges' Training Scheme
- ANKC Rules
- Judges' responsibilities
- Trial precincts
- Instructions to stewards and other relevant people
- Practical judging procedures
- Procedures to be followed for aggressive dogs.

13.3 Lecturers are requested to prepare notes or handouts or refer to references to guide the trainee judges. The Dogs Victoria office is able to provide copying facilities.

## **14. CRITERIA FOR DISTANCE LECTURES**

14.1. Applicants must apply, in writing, by 31st December prior to the scheduled lecture date for approval to have a lecture held away from the metropolitan area.

14.2. The Applicant must reside in excess of 100 kilometres from the lecture centre.

14.3. Approvals will be subject to the availability of the lecturer.

14.4. If the Sled Sports Committee grants this approval, the applicant(s) will be responsible for organising a suitable venue for the dates offered. Alternatively, arrangements may be made to hold the lectures electronically, by phone link or a mixture of both. All costs will be the responsibility of the trainee.

## **15. CRITERIA FOR DISTANCE WRITTEN EXAMINATION**

- 15.1. Applicant(s) are to indicate a preference for distance written examination on their Judges' applications/expression of interest form, submitted on 31st December.
- 15.2. Applicant(s) must reside in excess of 100 kilometres from the examination centre.
- 15.3. The examination must be administered at an approved supervisory centre, e.g. local TAFE College, to be organised and funded by the candidate.
- 15.4. Dogs Victoria must receive confirmation in writing and on letterhead, from the supervisory centre prior to examination papers being forwarded.
- 15.5. Examination papers are to be sent by the Dogs Victoria office by secure mail, to the supervisory centre and returned to Dogs Victoria by that centre.
- 15.6. Any distance examination is to be conducted concurrently with written examinations being conducted in Melbourne, unless special permission is granted from the Sled Sports Committee.
- 15.7. Papers will be marked and results collated and disseminated in a similar manner to the central system.

## **16. PROCEDURE FOR JUDGES' PRACTICAL ASSESSMENT**

The following instructions are provided for the information of Trainees, Stewards and Assessment Panel members. It is intended that all officials and trainees be provided with a copy of these instructions prior to the day of the assessment.

The successful conduct and outcome of this assessment is largely dependent on compliance with the following:

- It will be the responsibility of the appointed convenor to arrange the venue, dogs, handlers and stationery.
- Suitably qualified dogs are necessary to enable all candidates to be properly and fairly assessed.
- Panel members will comprise members of the Sled Sport and licensed judges appointed by the Sled Sport Committee.
- The members of each panel, together with the stewards will be arranged by the convenor.
- Panel members will be chosen from the current Judges Training and Assessment Panel.
- The same panel will assess all candidates aspiring for a particular licence.
- The starting times will be staggered if considered necessary.
- The stewards must be experienced for the class in which they will be required to assist, apart from their nominated duties, stewards must not become involved in the assessment proceedings.
- The assessment panel must not move around unnecessarily and shall be positioned so that they can independently assess each dog.
- While the necessity of brief discussion between the panel members for the purpose of clarification is understood, there must be no collaboration or unnecessary discussion between the panel members prior to their scores being recorded.
- Each assessment panel member's score must be entered on an Assessment Sheet immediately the exercise is completed, prior to interviewing the candidate. Should an alteration to the panel member's score be necessary because of circumstances unknown at the time of its recording, the amended score is to be initialled and the reasons for the alteration stated in the comments column.
- The candidate will record his/her points on a Sled Sport Dog score sheet, which must be signed.
- Five dogs are usually sufficient to assess the candidate. This does not preclude additional dog/s being given to the candidate to score should circumstances warrant.
- At the completion of the tests, the panel members shall not confer. Each panel member will individually make a recommendation as to whether the candidate has passed or failed. The Assessment Sheet is then completed and handed to the convenor.
- Alterations to assessment sheets must include time, date and signature.
- Candidates will not be advised of the outcome of the test on the day.
- The convenor is responsible to notify the Member Body of the results.
- The Controlling Body will promptly advise the candidates and all results must remain confidential until such time as all candidates have been notified.
- The necessity to question candidates with regard the allotted score is appreciated.
- Panel members must understand that prolonged and intimidatory questioning and particularly "what if" situations are inappropriate and must not be carried out under any circumstances.

- Stress on the candidate must be minimised, and the dog and handler should be able to complete the exercises without unnecessary delay.
- Unsuccessful candidates may request a review of their practical test, subject to meeting the published criteria. Panel members should be available to attend review interviews on an "as required" basis. Outside of the interview process, the tests and their results must not be discussed.

## **17. TRAINING AND ASSESSMENT DATES**

17.1. Lectures dates will be decided and advertised at the start of calendar year.

Lectures will be generally be held at KCC Park or at another location if deemed appropriate by the sled sports committee.

Confirmation of attendance, to Judges' Training Co-ordinator two weeks prior to the lecture.

17.2. Assessment Dates and Venues:

Assessment dates and details will be decided and advertised at the start of calendar year.

Written Assessments for all Disciplines will be generally be held at KCC Park or at another location if deemed appropriate by the sled sports committee.

Practical assessments may be held in various locations around Victoria.

## **18. JUDGES' CODE OF PRACTICE FOR SLED SPORTS**

*ANKC Regulations Part 3J Section 2 - Adopted October 2016*

1. A Judge shall act with professional decorum at all times.
2. A Judge shall give every exhibit and exhibitor fair and equal opportunity in each and every class.
3. A Judge shall act in a polite manner whilst carrying out each judging assignment.
4. A Judge is required to be punctual in availability to fulfil their judging assignment.
5. Should a judge be approached with an inducement to favour or disfavour, and/or a bribe to advantage or disadvantage an exhibit or exhibitor, the Judge is to report the matter in writing immediately to the Controlling Body.
6. A Judge shall not solicit a judging appointment.
7. A Judge shall not influence or seek the entry of any particular dog or dogs for a class in which they are judging.
8. A Judge shall complete all relevant requirements of the judging contract. Any verbal acceptance of an assignment by a Judge shall be subject to receipt of the contract within 14 days.
9. A Judge shall honour each contract and is not free to accept an alternative contract that will affect his or her availability to fulfil the original contract except with the written dispensation of the contracting body.
10. Accommodation provided for the Judge to fulfil an assignment is for the Judge only except where prior mutual agreement has been reached with the sponsoring body for variation.
11. A Judge shall be responsible for the cost of all telephone calls, alcoholic beverages and any personal laundering except where mutual agreement has been reached with the sponsoring body at the time the contract is accepted.
12. A Judge who withdraws from a contracted appointment shall not be permitted to judge at any other canine event wherever held on a date which would prevent him/her from attending the original contracted event.

## **19. TRAINING AND ASSESSMENT PANEL**

The Sled Sports Training and Practical Assessment Panel for 2022 will consist of

Mr Don Campbell  
 Mrs Sandy Koch  
 Mr Ralph Koch  
 Mr Ian Luke  
 Ms Donna Treadwell  
 Mr Mervin Turner  
 Ms Courtney Persson (Training only)  
 Mrs Madeline Lodington (Training Only)