

# **CORNWALL AGILITY CLUB**

## **A GUIDE TO RING PARTY**

### **JOBS**



## **POLE PICKER**

The pole pickers (usually a couple of them) will be sat inside the edge of the ring to do, just that. May seem an easy task, but can be a couple more bits to it than meets the eye:

1. If it is the first or last jump that is knocked down, what ever you do, do not pass your arm through the fence and the timing gates to pick it up. The result of doing so can often be a case of the timing equipment is stopped, which would mean often a very unhappy handler (especially if gone clear!) having to re-run the course from scratch. KC regulations mean that any prior clear round would not stand.
2. Be aware of the course. Sometimes the same fence is used more than once in the course. Should the dog knock the pole the first time, unless you are **ABSOLUTELY SURE** you have plenty of time, do not attempt to pick it up until the dog has finished the whole run. The dog will not be penalised for the pole not being there, but just needs to ensure runs between the wings. There are a few dogs on the circuit (mentioning no names belonging to a certain CAC Officer!) that may run faster than expected, slightly off course, and take no prisoners of anyone in their way! On the same note, if a dog is aware of a human running across the ring out of corner of eye, may well become distracted.
3. Do not have food or drink in the ring with you – for obvious reasons
4. Some dogs may decide to come and say hello – please try to ignore them, even if they do decide you need a wash!
5. Keep awake! Especially on a hot day, pole pickers have been known to nod off!!!

## **LEADS PERSON**

Purely responsible for taking the lead for the handler on the start line, and placing it near to the finish, usually into a bucket. Some handlers may also pass you various other items – toys, titbits, keys, clothing etc – try and keep all together and safe

1. Ensure if a bucket is being used, it does not contain dangerous to dogs objects such as stakes – many dogs when finish their run will automatically make a dive into the nearest bucket to find their lead / toy etc
2. Do not take a line between start and finish that crosses the sight of the Scrim – that split second of them maybe being unable to see the judge could result in incorrect marking.
3. Be aware that some handlers may throw their lead at you – you do not want to be hit by flying lead clips etc!!
4. Avoid hanging leads over fencing, for same reason as point one.

## **CALLER**

The Caller is the person that stands with the list of all entries in that class for people to check in with.

1. Liase with ring manager how many dogs they want in the queue – usually 10, and try not to take any more than what agreed. Some competitors will give you various reasons as to why when their running order is 100 that they should be allowed to run in the first 10. Ring party are however, as a general rule, allowed to queue jump; Basically use your common sense.
2. Make yourself visible. Best place to stand is at the end of the queue (this will also help you monitor how many are already in the queue). Often you can find callers stood or sat close to the ring entrance, talking with other ring party etc. This makes it difficult for a competitor trying to book in not only to spot you, but can cause issues with excitable , or nervous dogs. CAC provide a high-viz vest for callers.
3. Ensure that the queue never crosses the exit to the ring. This can obviously cause issues with dogs finishing their runs. On the same note, do not let your queue get tangled up with a queue for the ring next door. If numbers are kept under control, this should not happen.

## **PADS PERSON**

Is the person that hands out the judging slips to the handler prior to their run

1. Ask the next handler to go on the line for their running order (this is the order that the judging slips will be in the pad)
2. Double check name and also dogs name (some handlers may have more than one dog in that class and must run them in the appropriate running order, or face elimination)
3. Hand the judging slip to the scime, before going back for the next
4. Some will work their way along the queue handing out judging slips. This is a practice best avoided, as often results in tickets become crumpled, soggy, chewed etc!

## **SCRIME**

The scime is the person responsible for marking down any faults the judge may give, onto the judging slip, along with the course time, and also informing the handler that they can commence their run

1. When dog on start line, check judge is in position, and also glance round to ensure no poles are left on the ground from previous run.
2. Ensure you are aware of the course time from the judge and mark in the box provided.
3. Glance at timing box and double check that has actually been stopped by the previous dog
4. When ready to go – clearly acknowledge to the handler with a call of “when you are ready ” or “In your own time”. Try to include the handlers first name (also acts as a final check that you have been given the correct judging slip!). Under KC rules handler and dog will be eliminated if start before you have informed them.
5. Do not take your eyes of the judge. The judge will have confirmed with you (or ask if unsure) what their hand signals for each type of fault will be. NEVER watch the dog and try and mark yourself. A judge may not see a pole drop, or something funny happen in the weaves, but their decision is final.
6. A fence down is marked as a 5, refusals 5R If 3 5Rs then becomes an elimination – judge should give you their E sign (sometimes a slit of the throat!) at that point. If you are unsure then check with the judge when the run is finished
7. When the dog has crossed the finish jump, mark down the dog's time in the box provided on the judging slip and hand to score person, who is normally sat in the tent immediately behind you.(should this not be the case, then the ring manager will usually take them in small piles over to wherever the scoring may be being done)
8. Ensure your writing is legible!
9. Below is an example of a correctly filled in judging slip

**SUNDAY**

**Grade: AS Dog No: 1 R/O: 88**

**Class: Any Size Helter Skelter**

**Handler: Kim Lawer**

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**Dog Name Threetone Tobias AWB**

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**Course Time**

50

**Dog Time**

25.436

**Faults**

—

**Time Faults**

—

**Total**

CLEAR

CAC

## **SCORER**

Is the person responsible for writing up the scores, and usually guarder of the sweets and biscuits!

1. Ensure you are aware of the course time
2. Take the judging slips from the scime / ring manager.
3. Locate dogs running order on master score sheet
4. Fill in the columns for number of faults, dogs time, and then total faults; If a dog has got time faults these also need to be recorded; Eg – Dog has no poles down etc, course time is 40 seconds, dogs time is 42.25 seconds = dogs faults will be 2.25 seconds
5. Put a line through the judging slip when recorded
6. Place the judging slips in piles using bull dog clips – a pile of the clear rounds, then say those with faults – keep these in time order with the quickest on top, and a pile for eliminations
7. Once all entered, go through the judging slips to check in correct order, and inform ring manager of any run offs (dogs with identical times). These will then have to be called back for a deciding run
8. Enter the top dogs on the results sheets, to the designated placings, then list (by dogs ring number) those that have unplaced clear rounds.
9. CAC will also have a rosette for the best unplaced member – this you should be able to easily find from the judging slips / master score sheet as will have a note of CAC (on the judging slip example above you can see it marked on the bottom)
10. Be aware also if judge is awarding a judges special, as this will also need to be noted
11. Help the ring manager file everything in the envelope or plastic folder ready to be taken to the marquee for presentations. Please ensure that this is done promptly after each class so rosettes and trophies can be prepared
12. Ensure all writing is legible! Results will not only be announced from these, but the show secretary also has to type up the results after the show
13. Do not eat all the biscuits!!!

## **RING MANAGER**

If you have been asked to manage a ring and are not sure what is required the following can be used as a guide.

The judge maybe the captain of the ship but you are first mate who runs the show. You are the power behind the throne. You set the tone and make everything happen. You should be able to do all jobs on the ring and be prepared to step in, if necessary. Better to delegate. Try not to commit to doing any jobs at particular times, this will leave you free to cover if someone needs to nip to the loo or go off to walk a course. Make sure you will have enough people available at all times and don't turn down any offers of help.

### **The night before**

Your job starts the night before. If you cannot get there due to work commitments etc. talk to the show organisers about getting someone else to do the set up work.

If possible, help your judge to build the course or, if you have the course in advance, put it up for them prior to arrival.

### **Morning of the show**

Aim to be the first on the ring, if at all possible to welcome your judge, organise ring party and deal with any last minute questions etc.

CAC will usually allocate 2 ring managers to a ring, that work together to ensure you have time for your own dogs and runs

Find your judge and agree with them how they would like the ring run. Some will be happy to leave everything to you. Others will like to suggest queue sizes, start/finish procedures and positions of pole pickers etc.

Try to help your judge to finalise the course, peg it all especially if its windy. Put out ring numbers, prior to competitors walking it. That may mean you to be present in the ring one hour plus before the show starts.

When the timing person puts up the timing equipment, try to make sure you can move it into the tent should it start to rain etc. If you ask them politely, they will try their best for you. Test the electronic timing.

Check the ring fencing is not laying all over and peg them down. Check the start and finish gates to your ring.

Ensure any spare equipment is staked tidily out of the way, so not to cause a hazard  
Ensure the radio is working and on the correct channel. CAC provide an operations sheet on correct procedure for contacting the PA

Ask your judge if they would like to take a break or work through to the end of the class.

Make sure you have all the important things:

- Chocolate biscuits and sweets for the scorers, they get grumpy without them
- The running order and competitor list is present
- Score pads
- Clip boards
- Score sheets

- Weather writer for scribe in case of rain
- Pencils and pens
- A very good pencil sharpener
- Clips for score pads/score sheets etc
- Disinfectant bottle
- Radio
- Stop watch plus new battery. You never know when the electronic timing might fail
- Food and drink during the show for your ring party
- Spare poles and weave poles to hand – some dogs have been known to break them!
- Helpers Raffle tickets
- Hi Viz Vests. CAC provide these for Ring Managers and Callers

Locate the closest loo to your ring, just in case.

### **Ring party duties**

Treat everyone working on your ring party with respect even the youngest. They will work harder for you.

You should be able to do all jobs on a ring and be prepared to step in if necessary, try not to commit to doing any jobs at particular times. You need to be available to cover someone needs to nip to the loo or go off to walk a course. Make sure you have enough people available at all times.

If they have dogs to run, organise cover for them to go and advise them what time you hope to have them back.

If you are running a dog ask someone to keep an eye on your ring and tell everyone at the tent where you are going plus which ring and how long you may be, then come straight back. There is nothing worse than helping on a ring when the ring manager has told everyone their jobs and disappears for the rest of the day.

Find out what time lunch break is and where it is! Some clubs stop the rings for lunch, other stagger this to help the catering staff.

Keep an eye on drinks etc. Refresh the box lunchtime if needed. Don't forget the lonely pole pickers!!

Keep an eagle eye on equipment in the ring. Is the tunnel coming unfixed? Does the seesaw need staking again? Have the weaves become un-staked? Make sure you have a bucket of stakes, hammer etc to correct them. The judge might not see something and you are another pair of eyes to help.

## **Running your ring**

You have many dogs to get through, keep pushing them through and tighten up admin where possible.

Position the caller person in place so as not to be in the way of people queuing and can be seen clearly by people wanting to book in.

If smaller queue, take anyone who has a dog with them – must keep ring moving – especially before 09.00am – note tannoy is often unable to be used before 9.00am, so may need to shout around for more dogs

Remind the caller – that dogs must run in correct order when handler has more than one dog.

Ensure finish start areas are kept free of people queuing, gossiping etc.

Brief the callers and the pad person about where you want handlers what you want them to do at Start and Finish.

Keep ring running. When possible, have the next dog on line ready to go before previous has finished. You'll probably need to tell the next handler when to step up to the line.

Keep the board indicator if there is one, up to date.

Brief pole picking as to what to look for. They are often least experienced ring party and change most often.

Keep an eye on how many dogs are in the queue, and radio for more if necessary.

Oversee scoreboard and help if necessary – take results to secretary's tent as soon as class has finished. Record clear rounds by ring numbers on results sheet.

Be sure you have water and some disinfectant for any weeing or pooing mishaps etc.

If your class is scheduled to start after lunch, decide with your judge, if people will be allowed to walk the course while you are away.

Inform your judge when you are getting close to the end of the class.

Warn people that the class is closing well in advance. Ask the person on the tannoy system to call to end of class. For instance, class closing – 10 mins class will close in 2 mins, class closed. Calls cannot be put out while making a presentation, so try to avoid calling at this time.

Check the ring slips for run offs. Ask the announcer to call those people back for run against the clock.

## **Looking after your judge**

Taking care of your Judge is one of your most important responsibilities. Their job is to judge, your job is to make sure their ring runs smoothly.

Make sure they get whatever they want. Hot drink, cold water, something to eat, sweets.

Take your judge to lunch. They'll appreciate the company and the chance to relax.

You can discuss events of the morning and what will happen if the class is scheduled for the pm or just talk about dogs !

Keep your judge hydrated. Don't be stingy with drinks. If hot, ensure cold drinks available, and ensure they do not sit out in sun for long periods and help reminding them about skin protection.

**End of day**

Your job does not end when the last competitor has run. There is still the equipment to put away and the paperwork to do. If you have it organised well it may finish early. If not you may be very late.

If it's the end of the day, do try to organise and oversee your ring party plus any friends to strip the ring down including the jumps etc and stack it all at one corner of the ring for the van/trailer to pick it up. It takes 5 – 10 mins with everyone helping and gets your showground vacated quicker at the end of the show.

At the end of the day/class make sure all the paperwork plus any ring equipment is packed up and returned to the show secretary

Any club members that are not confident and feel they require further assistance or training to be able to assist at shows, please come and see a member of the committee and we will do our best to assist.