



UMPIRE SEASON HANDBOOK 2025/26



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1. CONTACT INFORMATION

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2. ASSOCIATION INFORMATION

South Australian Cricket Association (SACA)

There are currently over 120 SACA umpires officiating in the Premier Cricket competition in senior and junior grades. Senior and junior men's/boys cricket is played predominately on Saturdays and women's cricket predominately on Sundays.

New Premier Cricket umpires should expect to umpire junior cricket for at least the first season.

Premier Cricket Umpires can become members of the South Australian Cricket Umpires and Scorers Association (SACUSA) who has a main focus to provide support to its members through representation, recruitment, recognition and social activities.

SACA offer umpires the opportunity to attend regular meetings and training sessions as they progress in their career and umpires are paid monthly in arrears. Umpiring positions for Premier Cricket are limited.

Adelaide Turf Cricket Association (ATCA)

Matches in the ATCA competition are played on turf wickets. Senior Two Day and One Day competitions are played on Saturdays and junior and women's competitions are played on Sundays.

A new Adelaide Turf umpire can expect to be umpiring junior cricket on a Sunday afternoon (Under 17 and Under 15) or senior cricket on a Saturday afternoon, depending on their availability.

Adelaide Turf umpires can become members of the Adelaide Turf Cricket Umpires and Scorers Association (ATCUSA), attend monthly meetings and training sessions as they progress and are paid cash for the matches in which they are appointed.

Junior Cricket Associations

North Eastern Junior Cricket Association competitions are played on Sundays for players in Under 10, 12 and 14 age groups.

Western Suburbs Junior Cricket Association competitions are played on Sundays for players in Under 10, 12, 14 and Under 16 age groups.

South Central Junior Cricket Association competitions are played on Sundays for players in the Under 16 age group.

New umpires can be appointed with a more experienced partner and will be aligned with Junior Associations in order to develop their skills and knowledge of the game before moving to more senior Associations.



3. GENERAL UMPIRE INFORMATION

Working With Children Checks

All Officials must hold a valid Working With Children Check.

Please visit the South Australian Department of Human Services 'Working With Children Check' website to complete this free process.

Once you receive an email from the Department of Human Services (DHS) with your check please email us the following details:

- A copy of your Working with Children Check (email provided from the DHS Screening Assessment Unit)
- Full name (exactly as it appears on your application)
- Date of Birth
- Screening Reference Number (SRN) and Reference Number
- Email address that was used to complete the check

Availability

All umpires are required to register themselves to OfficialsHQ.

An umpire cannot be appointed to a match until this process occurs.

All umpires are then required to complete their availability to umpire during the season using OfficialsHQ. Availabilities need to be entered on time to ensure appointment to matches. We ask for each umpires availability a month in advance, but the further ahead that you can complete this, the more helpful it is.

OfficialsHQ assumes you are available for all days. You will be required to update the dates for when you are **unavailable** to umpire.

For assistance with registering or entering your availability visit:

<https://playcricketsupport.cricket.com.au>

Availabilities for this season are due no later than the following dates:

- October availability due on **11 September 2025**
- November availability due on **9 October 2025**
- December availability due on **13 November 2025**
- January availability due on **11 December 2025**
- February availability due on **8 January 2026**
- March availability due on **12 February 2026**

Appointments

All umpires are appointed to matches using OfficialsHQ.

Umpires will be published every Monday for the weekend ahead.

As per last season, umpires must accept (or reject) their appointments via OfficialsHQ by Tuesday 5:00pm.

Step by step information on how to accept/reject appointments (or if an appointment is cancelled by SACA) is available later in this document and at playcricketsupport.cricket.com.au

Match Reports

The first named umpire for every SACA Premier Cricket match is required to submit a match report using OfficialsHQ within 48 hours of the completion of the match. Additional information on how to access these reports is provided further in this document.

Umpires from other Associations are also required to complete match reports, some of these are available in OfficialsHQ and some in other formats.

Player Votes

Each umpire appointed to Senior Women's or Men's matches will be required to complete player votes within 48 hours after the conclusion of each match via 'Awards' in OfficialsHQ.

For First Grade Men's Two-Day and Women's One-Day matches, umpires will be required to submit additional Fielding and Wicket Keeping player votes on a form which you can access at sacapremiercricket.com.au

Reporting Players

If a Premier Cricket umpire is required to report a player or official, a specified form which is available on the SACA Premier Cricket website needs to be completed within the required time frame. All information that relates to the reporting of a player or official can be found in the Premier Cricket Bylaws.

[Click here to view this form](#)

All other umpires can contact their Association for the specific reporting procedures.

Payment for matches from SACA

SACA Premier Cricket umpires are paid monthly in arrears during each season. SACA also pays umpires for trial matches and various cricket carnivals throughout the season.

To enable umpires to be paid, when they first begin umpiring they must complete a Volunteer Agreement, Statement by Supplier and Bank Details form. Any community umpires who are appointed to SACA matches must also complete these forms.

Payment dates for this season will be CLOSE OF BUSINESS on:

- **7 November 2025** for matches umpired in October 2025
- **12 December 2025** for matches umpired in November 2025
- **9 January 2026** for matches umpired in December 2025
- **6 February 2026** for matches umpired in January 2026
- **6 March 2026** for matches umpired in February 2026
- **10 April 2026** for matches umpired in March 2026

Umpire Uniforms

SACA Premier Cricket umpires wear black pants and blue SACA-issued shirts.

- For white ball cricket, please wear black hat and black shoes.
- For red ball cricket, please wear white hat and white shoes.

SACA sell blue umpiring shirts and jackets to SACA Premier Cricket umpires.

To order a shirt umpires are to contact SACA via cthomas@saca.com.au.

All other umpires need to contact their Association representative regarding uniform requirements.

Mid-Season and Post Season Performance Reviews

Part way through and at the conclusion of the season all umpires are invited to book a time to meet with the SACA Umpire Administration and Development Officer and their Umpire Coach to discuss their performance.



Season start dates and links to PlayHQ fixtures

Please click on the links below to view outlined PlayHQ fixtures

SACA Premier Cricket

- Senior Men
- Senior Women
- Junior Boys
- Junior Girls

Adelaide Turf Cricket Association

- Senior Men
- Senior Women
- T20 Competition
- Junior Boys

Adelaide and Suburban Cricket Association

Alexandra and Eastern Hills Cricket Association

- Senior Men
- Junior Boys

Hills Cricket Association

- Senior Men
- Junior Boys

Murray Towns Cricket Association

Para Districts Cricket Association

- Senior Men
- Senior Women
- Junior Boys

North Eastern Junior Cricket Association

South Central Junior Cricket Association

Western Suburbs Junior Cricket Association

SACA Representative Carnivals

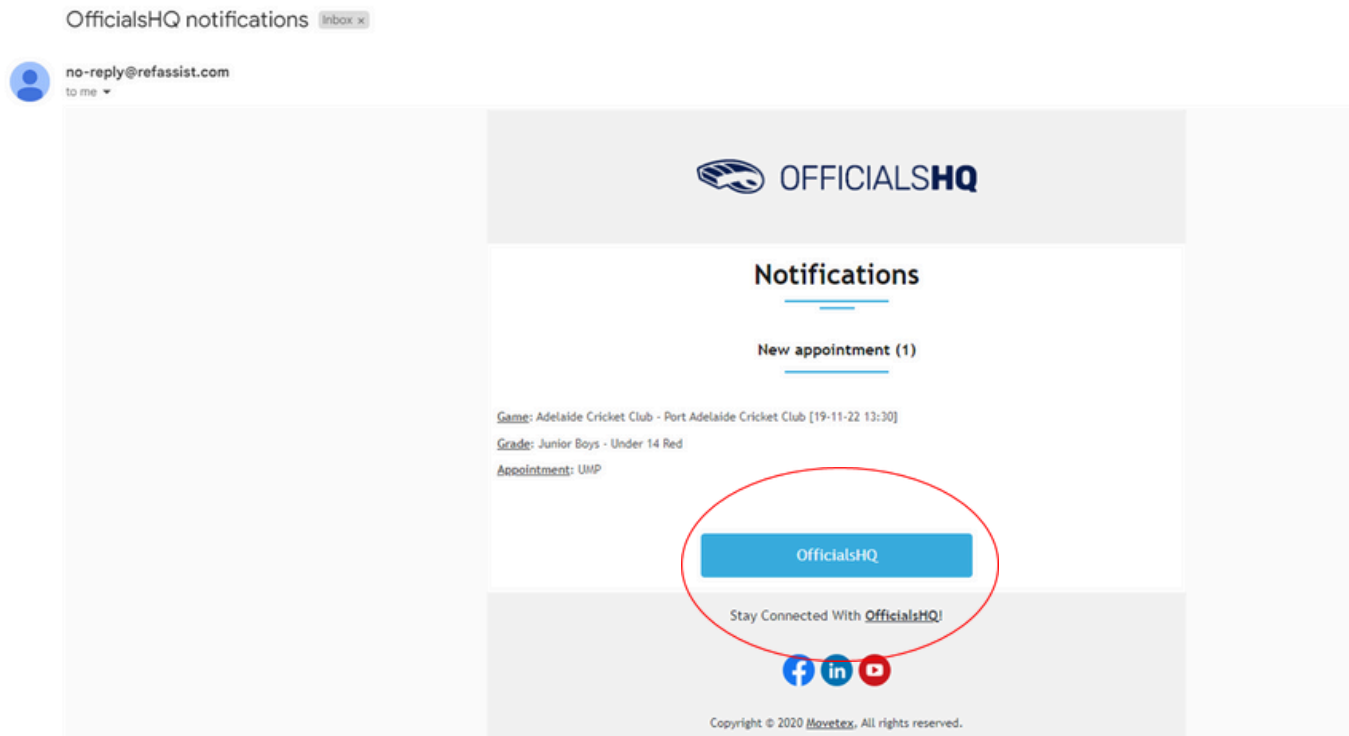
SACA Strikers Girls Cricket League

Note: Some dates still to be confirmed at time of circulation.

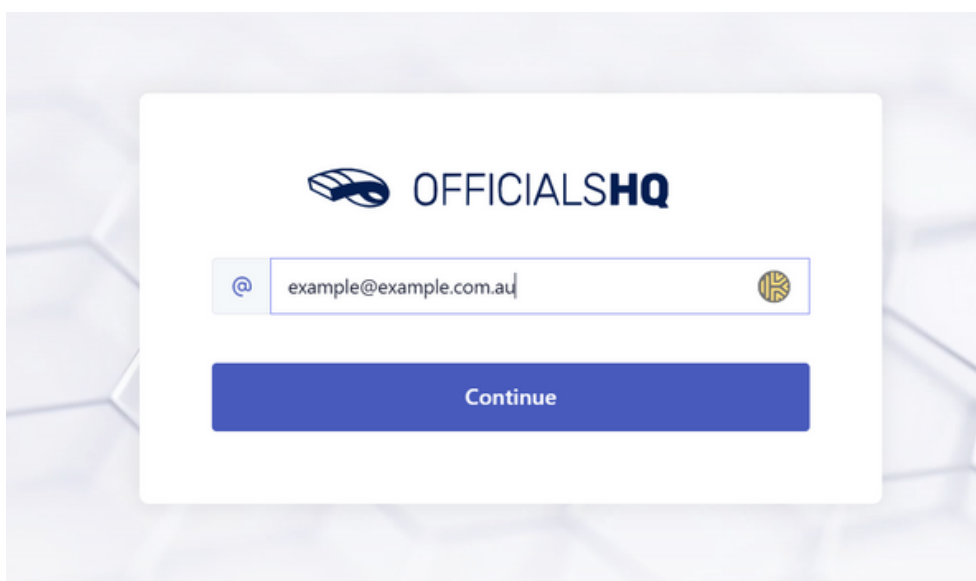
4. OFFICIALSHQ INSTRUCTIONS - APPOINTMENTS

Email notification

- You will receive an email once SACA releases appointments
- Please check your junk/spam folder
- Click the 'OfficialsHQ' button



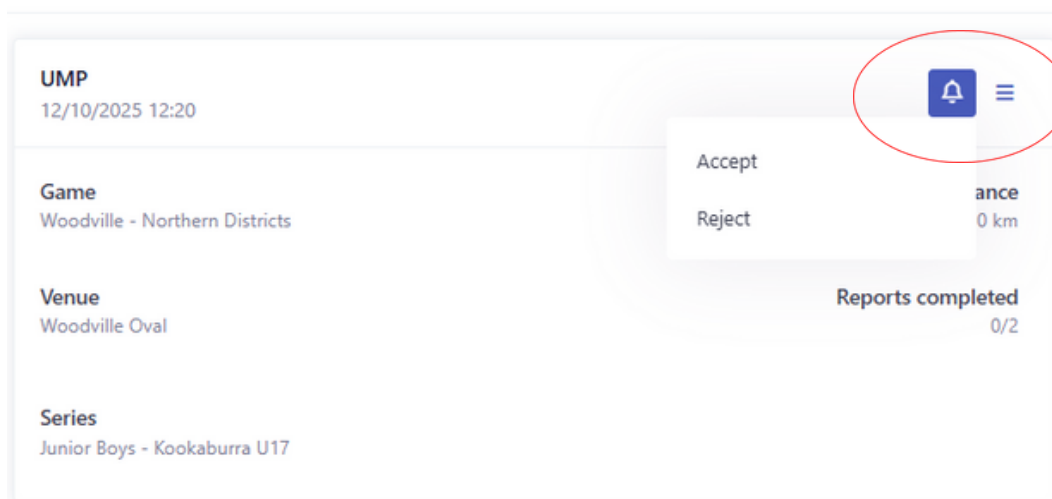
Alternatively, enter your OfficialsHQ Login ID and Password <https://home.officialshq.com>



Appointments dashboard

- Your appointments will appear under 'Upcoming Appointments'
 - Your dashboard can be personalised by adding or removing 'Widgets'
 - Otherwise, from the menu under 'My OfficialsHQ', select 'Umpire allocations'
- **You must respond to your appointments**
- Click the Bell Icon

Upcoming appointments



Confirming your appointment

Click 'Accept'

- You will then be able to see the match details under 'Game info'
- You will also be able to see your partners details (photo and phone number if they have enabled this in their profile)

Declining your appointment

- Click 'Reject'
- Enter your reason for rejecting
- Click 'Reject' again
- **You must also contact Craig Thomas to alert him that you cannot accept an appointment**

SACA cancelled appointment

- SACA may cancel appointments throughout the year (i.e. inclement weather)
- You will receive email notification, and a notification on your dashboard
- Click on the trash can on the right hand side to delete from your dashboard

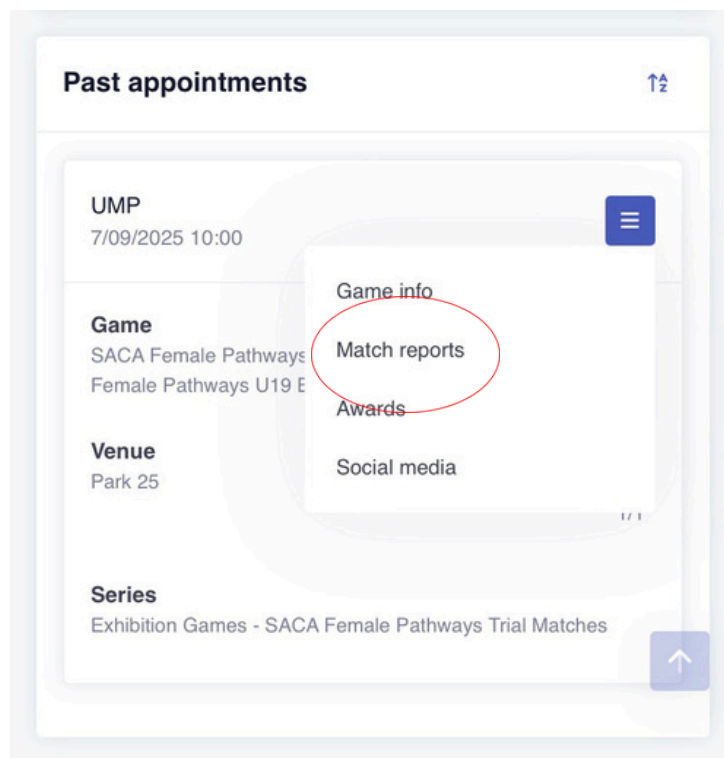
4. OFFICIALSHQ INSTRUCTIONS - MATCH REPORTS

Enter your OfficialsHQ Login ID and Password <https://home.officialshq.com>

Dashboard

Your games will appear on your dashboard

Click 'MATCH REPORTS' to enter reports after your game



Match reports

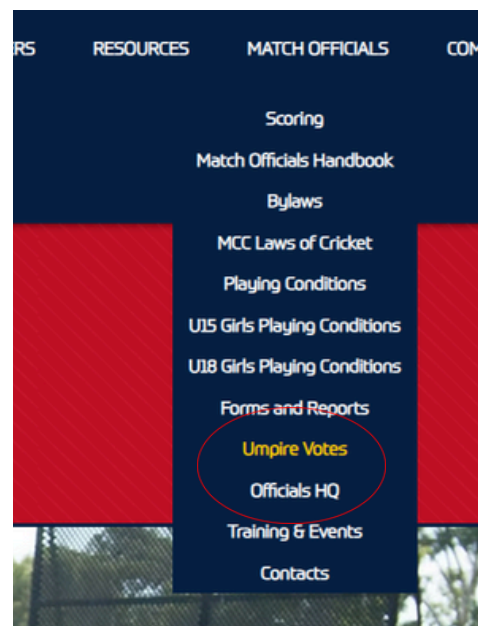
- **For SACA Premier Cricket, the first listed Umpire must complete on behalf of both appointed Umpires**
- A pop up screen will open
- Click 'SACA Premier Cricket Umpires Report on Match'
- Complete the entire form and click 'SUBMIT' at the top right hand side of the report

5. PREMIER CRICKET UMPIRE VOTES

- For SACA Premier Cricket, both Umpires must complete their own player votes.
- Votes are to be entered via Officials HQ under the 'Awards' tab.
- All votes must be entered within 48 hours of the completion of each match.

The image displays two screenshots from the SACA Premier Cricket app. The left screenshot shows the 'Past appointments' screen for a match on 7/09/2025 at 10:00. The match details include 'Game: SACA Female Pathways Female Pathways U19', 'Venue: Park 25', and 'Series: Exhibition Games - SACA Female Pathways Trial Matches'. A menu is open, highlighting the 'Awards' tab. The right screenshot shows the 'Award votes' form for the Bradman Medal. It features three identical voting sections, each with a 'Team' dropdown and a 'Player' dropdown. The form includes 'Close', 'Save', and 'Send' buttons at the bottom. The URL 'home.officialshq.com' is visible at the bottom of the app interface.

- For **1st Grade Men's Two-Day, 1st Grade Women's One-Day, and U18 Shield matches**, umpires will be required to submit additional Fielding and Wicket Keeping player votes on a form which you can access at sacapremiercricket.com.au
- Under MATCH OFFICIALS click on 'Umpire Votes'



6. UMPIRE COACHES & COACHING RESOURCES

The aim is to have each Association with at least one dedicated Umpire Coach. The role of the Umpire Coach is to assess and assist umpires with improving their performance.

SACA utilises the online 'Match Official System' platform for Umpire Coach feedback.

Once an Umpire Coach has viewed an umpire's performance they will complete an online coaching report that the umpire is then able to view, a notification will be provided to the umpire via email informing them that this report is available. This report can be viewed on the Match Official System (MOS) website.

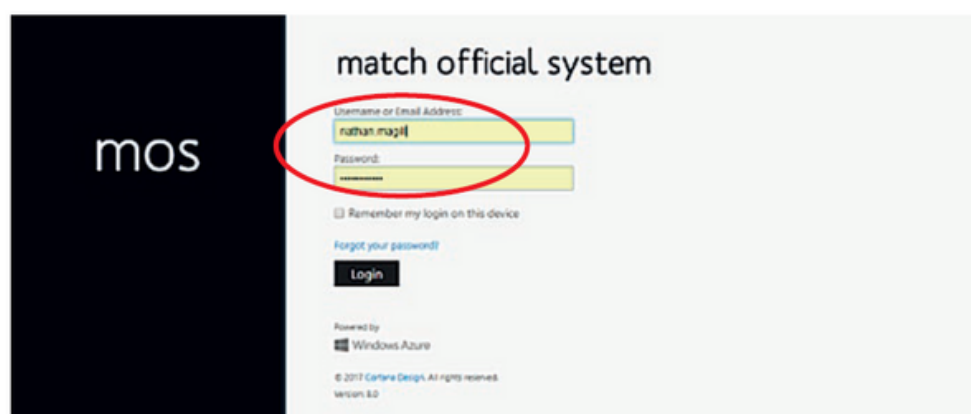
The website also allows umpires to undertake self-assessments and development plans to submit to their respective association and/or panel coach for viewing.

To log on to the umpire coach portal visit <https://matchofficialsystem.com/> and enter your log in details.

Your log in will be created for you by SACA and a system generated email will be sent to you with your login details. You are not to create your own log in.

Once set up and you log in for the first time, you will be asked to set your password. Please note: SACA will not be provided with your password, so make sure you note it down.

After this has been completed the system will ask you to update your individual profile. The system will share your details to allow coaches to contact you or to allow you to contact the coaches. Should you wish not to have your details shared, please do not update your profile.



Once you have logged in you will see your MOS dashboard. From the dashboard, the umpire will be able to view coaching reports as well create self-assessments, development plans and undertake on-line training and education sessions.

To assist umpires in the initial set up stage, below are the responses to some Frequently Asked Questions for logging in and amending details.

What is my username and password?

Your username is your first name, followed by a full stop, then your last name. E.g. If your name was John Smith, your username would be 'John.Smith'. In the case, you are the second John Smith to join the Match Official System, your username would be John.Smith1'.

Your password is either a password you have set after you have successfully logged in for the first time or a temporary password in your welcome email when you're just starting out.

In the case, you have never logged in before and you can't find the welcome email, you can ask SACA to reset your password for you.

What happens if I forget my password?

Please contact Craig Thomas to reset your password for you. All password resets are sent to your nominated email address in the system.

Can I change my nominated email address?

Yes. When logged into MOS, head over to the "My account" section under your username (top right) and select the "Update email address" button. Follow the prompts and provide your existing password for confirmation.

9. USEFUL WEBSITES

SACA and Associations

Adelaide and Suburban CA	https://www.adelaideandsuburbancricket.com/
Adelaide Turf Cricket Association	https://adelaideturfca.com.au/
Adelaide Turf Cricket Umpires and Scorers Association	https://www.atcusa.au/
North Eastern Junior Cricket Association	https://nejca.com.au/
Para Districts Cricket Association	https://paradistrictscricket.com.au/
Premier Cricket	sacapremiercricket.com.au
South Australian Cricket Association	www.saca.com.au
South Australian Umpires and Scorers Association	sacusa.org.au
Alexandra and Eastern Hills CA	https://www.alexandraeasternhillscricket.com/
Hills Cricket Assoc	https://www.hillscricketassociation.com.au/
Murray Towns Cricket Association	mtca.sa.cricket.com.au
Western Suburbs Junior CA	https://www.sacajuniorcompetitions.com.au/wsja

Cricket Australia and Administration

Cricket Australia	www.cricket.com.au
Cricket Australia Umpiring	www.cricketumpiring.com.au
Match Official System	matchofficialsystem.com
OfficialsHQ (first time new user/reg only)	https://registration-cricket-au.officialshq.com/
OfficialsHQ	https://home.officialshq.com/
The Laws of Cricket App	https://www.lords.org/mcc/about-the-laws-of-cricket

