KUSA
Kennel Union of Southern Africa

SHADOW JUDGING PROCEDURES AND GUIDELINES FOR LICENSED/LEARNER JUDGES, SHOW SECRETARIES & SHOW MANAGERS

A Compulsory Module of the KUSA Breed Judges' Learning Programme

Applicable Regulations:
Schedule 10 Appendix 1- Group Course (Regulation 2.3.4) & Schedule 10 Appendix 3 - Breed Specialisation Course (Regulation 6.4)

These procedures and guidelines apply mainly to Championship Shows. However, Licensed/Learner Judges are also given the option to "shadow" Judges at Non-Championship Shows as one of their Learning Encounters under the same procedures and guidelines.

PRIOR TO THE SHOW:
Licensed/Learner Judge

1. Selects to shadow a Level 4 Licensed Judge, with at least five (5) years' experience, in the relevant Breeds, or an International Judge, at a Championships show.
2. At least 2 weeks before the Championship Show, apply in writing, to the Show Secretary to obtain permission from the Officiating Judge on your behalf. ***If this procedure is not followed correctly, you may risk forfeiting credit for the relevant Shadow Judging session.*** ***NB. The Licensed/Learner Judge needs to copy the JEC Assessment Officer [jecassess@kusa.co.za] on all correspondence with the Show Secretary*.**
3. In the event of the requested Shadow Judging session being agreed to by the Officiating Judge, the Licensed/Learner Judge must print out the following forms to be taken to the Show in respect of the Learner Judge's Course of Study:
    - GR21 - Learner's Proof of Shadow Judging in the case of the Group Course
    - GR21 - Learner's Shadow Judging Report Group Course
    - BS21 – Learner's Proof of Shadow Judging in the case of Breed Specialisation Course
    - BS21 – Learner's Shadow Judging Report Breed Specialisation Course
    - In the case of a Learning Encounter at Non-Championship Show, the following form must be completed in addition to those above:
        - GR21 – Learner's Learning Encounter Report – Group Course
        - BS21 – Learner's Learning Encounter Report – Breed Specialisation Course.

Show Secretary/Show Manager

1. As mentioned above, the Show Secretary should receive, at least 2 weeks prior to the Championship Show, in writing, an application from the Licensed/Learner Judge, requesting the Show Secretary to obtain the permission of the identified Officiating Judge to "shadow" his/her judging.
2. Information for Show Secretaries:
    - The Licensed/Learner Judge is only allowed to Shadow Judge four (4) Breeds in any given Group per Shadow Judging Appointment.

3. Once the Show Secretary has obtained the permission from the identified Officiating Judge to be "shadowed", the Licensed/Learner Judge must be advised of his/her acceptance, or refusal. ***NB. Show Secretary to copy the JEC Assessment Officer [jecassess@kusa.co.za] on this reply to the Licensed/Learner Judge*.**
4. The Show Secretary must advise the Show Manager, in advance of the Show, of any Shadow Judging Sessions taking place at the Show. This requirement is to allow the Show Manager to incorporate time within the Show Timetable and to brief the Ring Stewards accordingly.

ON THE DAY OF THE SHOW PRIOR TO COMMENCEMENT OF JUDGING:

Licensed/Learner Judge

1. The Licensed/Learner Judge is expected to "dress the part", i.e. appropriately turned out in a manner Exhibitors and show-holding Clubs expect from an officiating Judge.
2. The Licensed/Learner Judge will make arrangements with the Show Secretary to meet with the Officiating Judge.
3. This arrangement must be made well in advance of the commencement of the Show Briefing and/or Judging.
4. At this meeting, the Licensed/Learner Judge will advise the Officiating Judge of the four (4) Breeds chosen for "shadowing" and, if necessary, request advice and guidance on relevant judging techniques. During this interaction, the judging and observation techniques (particularly with regard to the meaningful placement of hands and methods of measuring), are encouraged.
5. Once confirmed with the Officiating Judge, the Licensed/Learner Judge must advise the Show Secretary / Show Manager of the four (4) Breeds selected for "shadowing".
6. The Licensed/Learner Judge must be present in good time before the judging of the selected Breeds and may leave afterwards.
7. The Show Manager should have advised the applicable Ring Steward of the Licensed/Learner Judge's shadowing session and the Ring Steward should announce this to the exhibitors prior to the start of judging, welcoming the Licensed/Learner Judge by name, naming the four (4) Breeds to be "shadowed" and requesting the exhibitors' patience and indulgence in the execution of the compulsory Module in the KUSA Breed Judges' Learning Programme. Should the Ring Steward, for whatever reason, fail to make an announcement prior to judging, it is incumbent on the Licensed/Learner Judge to remind him to do so, should the Licensed/Learner Judge be in the ring at the start of judging. Should the Licensed/Learner Judge only arrive in the ring during the course of judging (e.g. if his four (4) selected Breeds are at the tail-end of the Group), the announcement may be made at the first practicable opportunity.
8. The Licensed/Learner Judge accompanies and observes the Officiating Judge's techniques as closely as possible in the ring without excessive intrusion. The Licensed/Learner Judge is not permitted to spend the duration of the Shadow Judging session seated at the judge's table under the gazebo.
9. Following the award of Best of Breed by the Officiating Judge, all dogs will be excused from the ring, with the exception of the Best of Breed exhibit. The Officiating Judge or Ring Steward may then request the exhibitor to allow the Licensed/Learner Judge to examine the exhibit in the centre of the ring. The Licensed/Learner Judge may request the Ring Steward's assistance to move the judging table/ramp to the middle of the ring, if required.
10. ***No public criticism or publicly audible appraisal of the Best of Breed exhibits will be permitted by either the Officiating Judge or the Licensed/Learner Judge.*** The Officiating Judge is, however, permitted to offer discreet advice on appropriate judging techniques and the identification of hallmarks, perhaps highlighting the attributes that informed his/her decision to award the dog Best of Breed.
11. Should further discussion be required, and upon agreement of the Officiating Judge, this can be done after Group Judging in a private environment. Should the Officiating Judge be judging any of the Best in Show Challenges, and the Licensed/Learner Judge has entered the Show, then this can only be organised after the Show Finals have been judged.

12. Request the Judge to sign both forms as mentioned above (in the case of Non-Championship Shows the Learning Encounter form must also be completed).
13. The Shadow Judging Report is to be stored in the Licensed/Learner Judge's Portfolio as is the Learning Encounter Report in the case of Non-Championship Shows.
14. The Proof of Shadow Judging, complete with the Breeds observed and the Officiating Judge's Signature must be scanned and ***copied to the JEC Assessment Officer [jecassess@kusa.co.za] directly after the Show***. After which it is to be stored in the Licensed/Learner Judge's Portfolio.

Noted:

- *Licensed/Learner Judges are permitted to enter their own dogs in another Group, as long as it does not clash with the Shadow Judging commitment.*
- *For purposes of calculating the number of Breeds for quota requirements, one Breed, regardless of varieties within that Breed or number of individual Breed Standards published, counts as one Breed. One variety within a Breed is equal to one of the eight Breeds required for Shadow Judging Assignments.*

Show Secretary / Show Manager

1. The Licensed/Learner Judge will have made arrangements with the Show Secretary to meet with the Officiating Judge.
2. This arrangement should have been made well in advance of the commencement of the Show Briefing and / or Judging.
3. Show Secretaries are requested to use discretion as to where this meeting should take place, bearing in mind that the Licensed/Learner Judge is entitled to enter their own dogs in another Group as long as it does not clash with the Shadow Judging commitment. It would be preferable if it could be arranged outside the VIP area, i.e. out of earshot of the rest of the panel of Judges. If the necessary discretion is exercised, neither the Show Committee, Officiating Judge nor the Licensed/Learner Judge could be the object of criticism from Exhibitors. A suggestion may be a Judge's table under a gazebo in an unoccupied ring.
4. At this meeting, the Licensed/Learner Judge will advise the Officiating Judge of the four (4) Breeds selected for "shadowing" and request such advice and guidance on relevant judging techniques as required. During this interaction, the judging and observation techniques (particularly with regard to the meaningful placement of hands and methods of measuring), are to be encouraged.
5. The Show Secretary / Show Manager needs to be advised, by the Licensed/Learner Judge, of the four (4) Breeds selected for "shadowing".
6. The Show Manager needs to advise the applicable Ring Steward of the four (4) Breeds selected for shadowing by the Licensed/Learner Judge.