



A GUIDE TO ORGANIZING AN OAAS HOMECRAFT JUDGING SCHOOL

Updated October 2014



ORGANIZING A HOMECRAFT Judging School

This binder is the property of the District Homecraft Director.

It is for continual use by the District Homecraft Director.

Please pass it on at the completion of your term.

The information contained in this binder is FOR GUIDANCE when planning a Judging School use your discretion of the information provided relative to your District as a guideline when making plans for a Judging School.

ANY MATERIAL IN THIS BINDER MAY BE REPRODUCED.

Updated October 2014

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Current List of Judges in the Districts

Current List of Instructors in the Province

How Often, When and Where A Judging School Should Be Held

Some types of Judging School should be held each year if possible. An example of types of Judging Schools would be Baking and Canning, Crafts and Sewing, Knitting/Crochet/Needlework, Quilting, Flowers, Wood Carving, Photography and Youth Exhibits. Alternating years for any Judging School is a good policy. This will allow any new categories to be covered on a regular basis.

Two possible formats could be:

- a) One day format focusing on Culinary Arts or Needlework
- b) Two day format (Baking and Canning the first day, Needlework the second day)

When?

A good time for a Judging School is in early Spring before Fair season begins. This will allow Apprentice Judges time to schedule their participation at the required number of Fairs. Qualified Judges are required to attend Judging Schools every two or three years to keep in touch and be familiar with changes in the judging process and learn about new techniques and classes.

Where?

Any hall or facility in the area that is available to the public. For example: arenas, agricultural halls, town hall, library meeting rooms etc. Remember that if you rent a hall or room, you will need to pass on the cost of the facilities in the fee that the participants (judges) will pay to attend, unless you are able to find a sponsor to absorb the cost.

It is the responsibility of the Homecraft District Director to contact the Instructor/Instructors in regards to their fee, mileage and accommodations, if required. All these costs will be covered by the participants of the Judging School.

When choosing a room for a Judging School, "Special Needs" participants should be considered, stairs, wheelchair access etc.

Details – Arrange the Hall, Agenda, Supplies and Cost

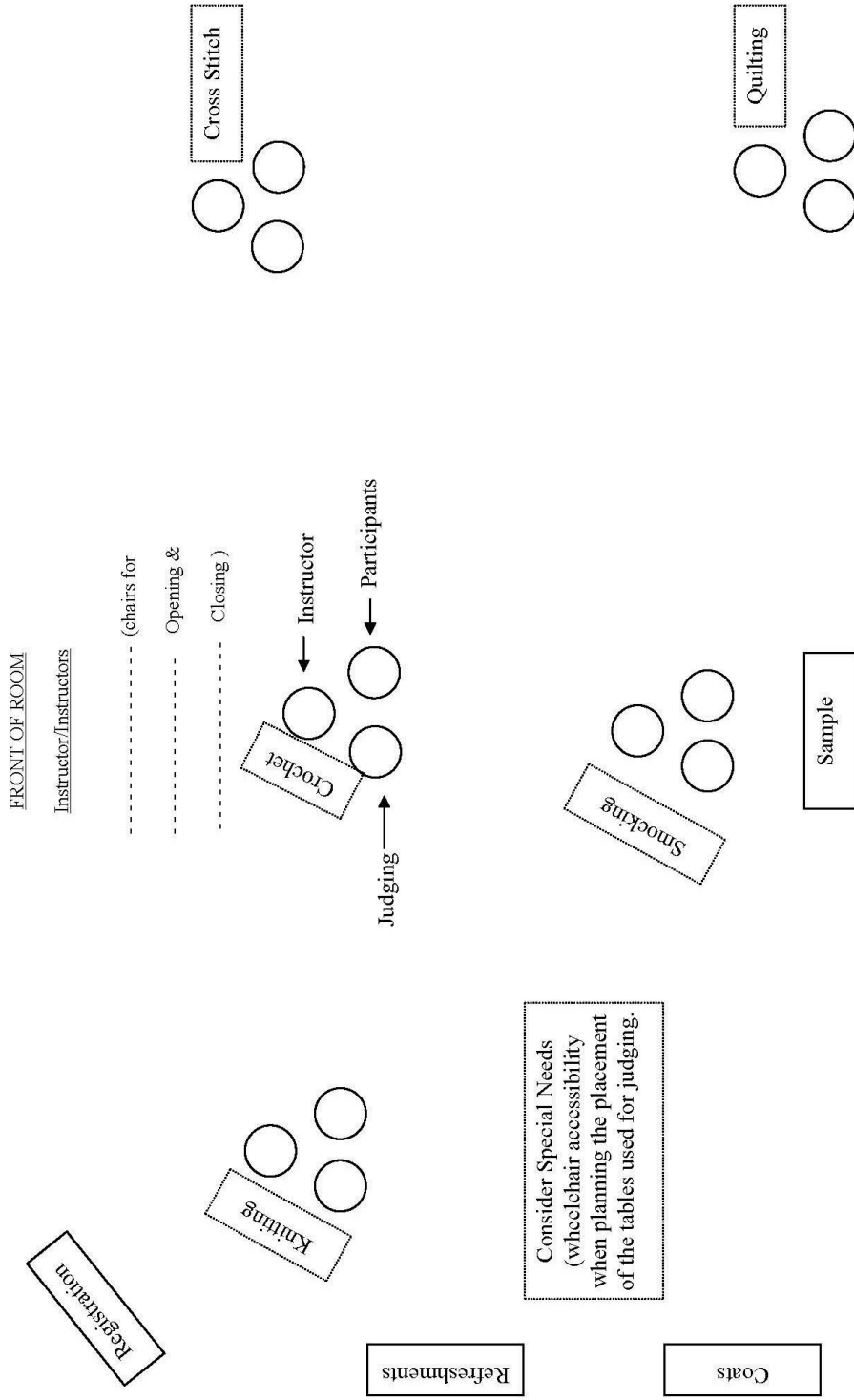
- ❖ There should be coffee/tea/water and possibly donuts or muffins available for the participants upon arrival.
- ❖ The layout of the hall will depend on the format the Instructor/Instructors choose and should be well lighted and a comfortable temperature.
- ❖ A registration table for participants to sign in, register and pay the registration fee if it has not been done previously.
- ❖ Name tags are very helpful for the Instructor/Instructors and other participants to become familiar with each other.
- ❖ A table will be needed for handouts and information will be provided.
- ❖ There should be a common seating area for the opening instructions and closing remarks.
- ❖ Each table should have a sign for specifying where the items that have been brought in are to be placed. e.g. knitting, quilting
- ❖ There should be number tags with appropriate fasteners, such as safety pins, masking tape, scotch tape, clothes pins or paper clips at each table to attach to items in each class for reference when they are judged. Judging sheets should be available to be used for hands on judging.

Please see next page for possible layout suggestions. They are only suggestions and can be re-arranged to suit the size and structure of the hall.

Agenda

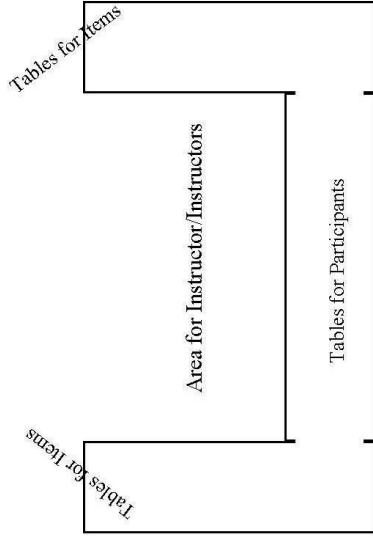
The agenda will be at the discretion of the Instructor/Instructors following a discussion with the District Homecraft Director.

Possible Judging School Layout



Possible Judging School Layout

Consider Special Needs
(wheelchair accessibility
when planning the placement
of the tables used for judging.



Registration

Refreshments

Coats

Items To Be Judged
Quilting

Items To Be Judged
Embroidery

Items To Be Judged
Smocking

Items To Be Judged
Cross Stitch

Items To Be Judged
Knitting

Who Should Attend a Judging School?

Homecraft Judging School – A process of teaching/training future Judges and updating current Judges for Ontario Agricultural Fairs.

Qualifications for a Judge

One appointed to make decisions at a competition/contest. One trained and who has the prestige to make decisions acceptable to others.

- ❖ You need desire, interest, knowledge, good common sense, be fair but flexible and maintain a high standard of workmanship.
- ❖ Attend two different Judging Schools on the subject of choice, ie. crafts, baking, quilts etc.
- ❖ Apprentice with three (3) different qualified Judges at no less than three (3) different fairs with hands on experience, helping to make decisions on winners. Never apprentice at your home fair.
- ❖ Know the techniques used to produce the articles to be judged.
- ❖ Follow the rules outlined in the Ontario Agricultural Societies Judging Standard booklet.
- ❖ To maintain expertise, current Judges must attend a refresher course every two or three years.
- ❖ It is the responsibility of the Homecraft Director to remove names of Judges who fail to take refresher courses. District Director should notify the judge of this change. Update judges list and submit to the OAAS office.

Current Judges and anyone wishing to attend should be welcomed to a Judging School. The best way to ensure that all existing Judges are contacted is to send a letter and self addressed envelope with a pre-registration form containing the Judging School information to each Judge on your list of judges. Stress the need to update their judging techniques.

Interested Directors, Committee Members and Fair Volunteers should be encouraged to attend.

Advertising and Registration

There are several different ways to advertise and the following are suggestions only.

- ❖ Announce the upcoming Judging School at your fall District Meeting as this will give more people the opportunity to hear about the school.
- ❖ Hand out pre-printed posters and/or registration forms for each Society to take back and distribute in their area.
- ❖ A follow up letter to each Agricultural Fair in your District with a contact person is advised. This will ensure that each Society has the opportunity to respond.
- ❖ It is important that all qualified Judges be contacted to make sure they are aware of the upcoming Judging School which will be used to update their skills. Using a current Judge's list, send a letter to each Judge with the information on the Judging School and a pre-registration form with a deadline for their response.
- ❖ Advertising in a local newspaper can be costly. Be sure to check the cost before you agree to place an ad. Sometimes there will be an "upcoming events" section of the paper which is free. Make sure you give a number to contact with a deadline for registration.
- ❖ Each person who does not have a current copy of the Homecraft Judging Standards (2009) should buy one prior to the Judging School, or possibly available at registration. Give yourself plenty of time to acquire the Judging Standard books if you are ordering from the OAAS office.
- ❖ Inform all fairs of Judging Schools and request that they put information on their websites
- ❖ Using social media and electronic mail is another option, however keep in mind not everyone has this source available to them.

More Thoughts for Planning

We recognize that each District has unique facilities. The following are offered as suggestions only.

- ❖ A Judging School should be held in a central location within your District, easily accessible for all to attend. The closest to the most people is always the best.
- ❖ The hall should be large enough to setup several different areas around the main room.
- ❖ You will need a work or learning station for each class (category) that you include during each day of Judging. For example, if you are having Quilting, you will need enough room for tables for the attendees to sit around and make notes, a table for the Quilts that are to be judged and a table for the Instructor/Instructors to lay out items as she explains the stages of judging.
- ❖ The area should be big enough so that the voices of other Instructors working in the same area cannot be heard, as this is distracting to the participants.
- ❖ If there is a hall available that has several rooms that are large enough for each category that would be ideal.
- ❖ The hall should be very well lighted, warm and comfortable and large enough to hold all of the people that would like to attend. If there is limited space, it is suggested that you hold more than one Judging School so it does not discriminate against who may and may not attend.
- ❖ Decide if you will include the price of having lunch at the hall or if everyone will be asked to bring a bag lunch to keep cost down. Be sure the kitchen facilities are available for coffee or lunch as required.

Supplies Needed

- ❖ Paper plates (large and small), forks, spoons, toothpicks, and paring knives for the Committee, pencils, note paper and Homecraft Judging Standard book. (the latest edition)
- ❖ Tabletops to be used for judging should be covered with white paper or plastic.
- ❖ Make signs and put on tables so that the participants know upon arrival, where to put items requested to be used for the Judging School Instruction.
- ❖ Coffee and tea, sugar, cream, stir sticks or spoons, napkins and coffee cups.
- ❖ Cold drinks for refreshment breaks and lunch.
- ❖ Change (coins) may be required if people are going to pay their registration upon arrival or will be purchasing the Homecraft Judging Standard book.
- ❖ Name tags, safety pins and markers

Cost to Participants

- ❖ Cost of hall
- ❖ Coffee/tea, sugar, cream, cold refreshments, donuts, stir sticks, napkins etc.
- ❖ Photocopies of handouts
- ❖ Provision of lunch unless you will be having everyone bring a bag lunch
- ❖ Instructor/Instructors fees and expenses
- ❖ Any other expenses that you may anticipate such as advertising, certificates, plastic plates and forks.
- ❖ Divide the expenses by the number of participants to get the estimated cost for each participant.

- ❖ You should decide upon the fee prior to advertising and preparing registration forms. The registration fee should be stated clearly when the registration forms are sent out.

Recruiting Instructors

- ❖ Determine whether you need one Instructor or more.
- ❖ Before contacting the Instructor/Instructors, choose at least two dates for your Judging school, so that if one of your dates is not suitable, another one could be.
- ❖ Decide if the school will be a one or two day school. This may lead to finding accommodations for the Instructor/Instructors if they are required to travel a distance to teach your Judging School. Ask if they will require a place to stay for the night if they are travelling a distance to reach your District. A Bed and Breakfast accommodation is sometimes suitable.
- ❖ Determine the fee to be paid to the Instructor/Instructors.
- ❖ Ask what type of format they prefer.
- ❖ Be sure to ask which classes will be covered and the number of articles for each class they will require for instruction. This will let you know the number of articles you will need to work with.
- ❖ Consider the methods of hall set up. What is the Instructor's normal procedure? Will it work in the facility that you have chosen for your school?

Qualifications of a Homecraft Instructor

- ❖ Must have a natural ability to teach and communicate with people.
- ❖ Needs to have the desire and interest to become an Instructor.
- ❖ Should have knowledge, common sense, be fair but flexible and maintain a high standard of workmanship.
- ❖ Complete the Judge's qualifications.
- ❖ Maintain Judge's status for at least five years.
- ❖ Needs experience and knowledge of Ontario Agricultural Fairs.
- ❖ Must be able to travel.

Becoming a Homecraft Instructor

- ❖ Maintain Judge's status for at least 5 years
- ❖ Accompany and apprentice with two(2) different instructors at two(2) different Judging Schools
- ❖ The apprentice instructor should show the same qualities as a qualified instructor.

A list of experienced Instructors that are available to teach Judging Schools appears at the back of this binder. They should be contacted as early as possible for availability.

Apprentice Judge

Apprentice Judge: A person who has attended two(2) different Judging Schools in a specific area of their choice (needlework, culinary arts, photography etc.) and is willing to serve an apprenticeship by attending at least three (3) different Fairs, excluding their Home Fair, with three (3) different Judges at their own expense. An Apprentice Judge should apprentice with a Judge that has had an update themselves within two or three years

Duties of an Apprentice Judge

- ❖ Must attend a minimum of at least two different Judging Schools in a specific area of their choice.
- ❖ Contact qualified Judges to apprentice with each time (3 in all)
- ❖ Contact the Fairs that you are interested in attending to apprentice for confirmation. This includes the Fair office, Homecraft President/chairperson or the “Section Chair”
- ❖ Assume all costs, including travel, meals etc.
- ❖ Will not apprentice at Home Fair.
- ❖ Must be a minimum age of 18 years.
- ❖ Must follow proper dress code, (white smock or top, clean appropriate shoes and have controlled hair).
- ❖ Apprentice Judges must show respect for all parties involved e.g. mentoring Judges and all Fair Volunteers.
- ❖ All cell phones to be turned off before judging begins.
- ❖ Do not smoke, chew gum, or drink alcoholic beverages.
- ❖ Record all judging schools attended and all fairs apprenticed at on the OAAS form included in this section of the binder (“Do You Want to be a Homecraft Judge?”). Upon completion of all requirements, the form must be given to the Homecraft Director in order to have your name added to the list of qualified Judges for your district.
- ❖ OAAS recommends that Judges and Apprentice Judges with food allergies or who are diabetic refrain from judging food items (refrain from being on the list of qualified and available baking/canning judges). It is understood that if you choose to do so, you do so at your own risk.

Duties of an Agricultural Society

- ❖ Always use OAAS qualified Judges.
- ❖ Make sure that the Apprentice Judge feels welcome.
- ❖ It is important that the Homecraft President/Chair and Section Chair be aware that an Apprentice Judge will be in attendance.
- ❖ If this is the third (3rd) Fair that the Apprentice Judge is attending, they should be given the opportunity for “hands on” experience by sharing in the decision making and the awarding of prizes.
- ❖ The Society should employ newly qualified Judges on a regular basis if possible.
- ❖ Rotate all Judges every two (2) or three (3) years, if possible.

Duties of the Qualified Judge re: Apprentice Judge

- ❖ Be a teacher, a mentor, a resource of knowledge for the Apprentice Judges in your District who may contact you.
- ❖ If it is the third (3rd) Fair for the Apprentice Judge, please allow them an opportunity to share in the decision making process and awarding of prizes using the hands on experience.

Duties of the Homecraft Director

- ❖ Maintain a current recorded judging history of each Judge in your District including judging Schools attended.
- ❖ Maintain a current list of qualified Judges in your district and distribute that list to all the fairs in your district as it changes.
- ❖ Provide apprentices with the OAAS form (“Do You Want to be a Homecraft Judge?”) that is in this section of the binder on which they can record schools attended and fairs apprenticed at.
- ❖ New Judge’s name should be clearly marked on the list of available Judges provided to the Fairs in your District after successful completion of apprenticeship.
- ❖ Hold Judging Schools every two years for each category if possible.
- ❖ All Judges must attend a Judging School every three (3) years or their name should be removed from the list of Judges currently available in your District.
- ❖ Follow up by surveying the Fairs in your District as to the performance of the OAAS Homecraft Judges in your District. If there are repeated complaints as to the performance of a Judge, she/he may be asked to re-qualify themselves by attending another Judging School to receive help with the issues.

OAAS Duties

- ❖ To offer encouragement and support to all.
- ❖ To maintain a current list of available OAAS Homecraft Judges for all District in the Province of Ontario.
- ❖ Support the use of one uniform judging card for both Qualified and Apprentice Judges.
- ❖ Maintain a current list of available OAAS Homecraft Instructors in the Province of Ontario.

DO YOU WANT TO BE A HOMECRAFT JUDGE ?

OAAS Requirements:

- ❖ Attend two different Judging Schools on the subject of choice, ie. crafts, baking, quilts etc.
- ❖ Apprentice with 3 different qualified Judges at no less than three Fairs with hands on experience, helping to make decisions on winners. Never apprentice at your Home Fair.
- ❖ Know the techniques used to produce the articles to be judged.
- ❖ Follow the rules outlined in the "Homecraft Judging Standards for Ontario Fairs" by OAAS.

JUDGING SCHOOLS ATTENDED

DATE	PLACE	TOPICS	DISTRICT HOMECRAFT DIRECTORS SIGNATURE

FAIRS APPRENTICED AT

DATE	FAIR	CLASSES	QAULIFIED JUDGE'S SIGNATURE

Please submit this form to your District Director when completed in order to have your name added to the District Judges' List.

Judge's Roles and Responsibilities

A Judge: One appointed to make decisions at a contest or competition, arbitrator to decide, has the prestige to make decisions acceptable to others.

Qualification of a Judge: You need desire, interest, knowledge, good common sense, fair but flexible.

Duties of a Judge

- ❖ Keep up to date in your area of expertise. Take new courses to be aware of problems involved. Study craft books for crafts that are popular. Be aware of kits, but they must be considered if not otherwise stated.
- ❖ If you are just starting out as a Judge, only judge those classes to which you have been at a Judging School.
- ❖ Attend a Judging School at least every three years.
- ❖ A good Judge does not let personal preference enter into his or her decision. She or he maintains a high standard of workmanship, but is realistic in his or her expectations.

Prepared

- ❖ On first receiving a telephone call from a Fair with name of the Fair, dates, time of judging, location and agree about payment, mileage payment, mark in your daybook this important information.
- ❖ You should then receive from the Fair a letter with all this information included. The Fair may ask you to sign a contract and return it. Please return it promptly.
- ❖ A prize book from the fair will also be in the package or mentioned where you can obtain the information. Some Fairs are asking you to review the classes on their website and will have a book for you at judging time.
- ❖ Read prize book and rules and be knowledgeable about the Judging Standards before judging at a fair.
- ❖ Culinary Judges should take equipment they need for their judging such as knives, spoons, pie server, jar opener etc., as outlined in the Judging Standard book.
- ❖ Handcraft Judges should bring a magnifying glass, ruler or tape measure etc.

Method

- ❖ Arrive early on the day of judging, report to the location indicated and confirm what area you are there to judge. If the Fair is paying mileage, the Fair Secretary would appreciate receiving the mileage at this time. That way the cheque can be ready at the end of judging. There might be coffee or lunch served and/or time to talk with Directors or other Judges. Each Fair will be different.
- ❖ If there is a class that you have difficulty judging, ask the opinion of another Judge.
- ❖ Read the Fair prize book very carefully. Disqualify all entries not complying with the prize lists. If this action is necessary, always take the time to give reasons for disqualification.
- ❖ You should be able to support your decision with substantial reason if asked.
- ❖ Offer constructive criticism whenever possible (terminology). **DO NOT LET COMMITTEE COMMENTS INTERFERE WITH YOUR DECISION.**
- ❖ If you finish judging early, ask the Homecraft Chairperson if they need assistance in another area. You may not be qualified to make the final decision, but you can help narrow the entries in each section.
- ❖ Judge “Special Classes” first because of the prize money offered.
- ❖ When the Judging is completed, the Judge should sign the Judge’s book and receive her or his cheque before leaving the Fair. Probably the Committee Chairperson will ask the Judge to return to the Fair office.
- ❖ Judges may give assistance to Fair Directors by suggesting new classes or sections, or ones that should be omitted or combined, or changes in the working of the Prize List if the Fair Director requests your input.
- ❖ In order to remain impartial, it’s preferable that you accept judging jobs only in areas where you and your immediate family do not live.
- ❖ Be well groomed, dressed in white if possible, wearing comfortable shoes, no nail polish if judging food and have controlled hair or a

hair net. Be aware of jewelry especially rings if judging knitting and crochet.

- ❖ If you are unable to judge at the Fair, contact the Agricultural Society immediately. Be prepared to suggest a suitable replacement if the Society asks.
- ❖ Do not smoke, chew gum or drink alcoholic beverages.
- ❖ OAAS recommends that Judges with food allergies or who are diabetic refrain from judging food items. If you choose to do so, you do so at your own risk.

Public Judging

- ❖ When asked to judge in public, explain the criteria for judging, any unfamiliar terms and give reasons for placing one entry over another. Example: I place this class of apple pies: 2,3,11,7. Reasons: I place #2 at the top of the class because this pie is well cooked on the bottom crust and has excellent flavor of apple. #3 over #11 because and I place #7 in fourth because These are my reasons for placing this class of apple pies: 2,3,11, 7.

Apprentice Judges

- ❖ Judges should co-operate if asked to work with an Apprentice Judge. The Apprentice Judge would be someone who has attended a Judging School of their choice such as Needlecraft, Culinary Arts, etc. and who has never judged before. The Apprentice Judge is a volunteer who works with a paid Judge to learn judging skills and techniques, but does not have the authority to select the prize winner. The Apprentice Judge should realize that there will be no money payment but if lunch is provided, they may be included.

Responsibilities of a Fair Committee

- ❖ Members of the Committee are responsible for the efficient judging of the section they are assigned. Please treat Exhibitors and their entries with respect.
- ❖ Mind your tongue! Speak to the Judge if you are asked a question. Your Agricultural Society has hired a Judge who is trained to do her/his job. Please allow him/her to do their work with no unnecessary interruptions. If you have questions or concerns, speak to the Committee Chair, who will approach the matter. Be friendly but not overbearing.
- ❖ Encourage the Judge to make notes of explanation on the back of non winning entries as time permits.
- ❖ If you have a question, make a note of it and discuss the concern when judging is complete.
- ❖ Unless your fair has a policy regarding Volunteers not exhibiting at their Home Fair, then you are free to do so. However, never allow the Judge to know that you or your relatives have items in the classes being presented.
- ❖ Make sure the phone number for the Fair Office or contact person is included in your prize book.
- ❖ Prepare and present for publication an updated Prize List. All members of the Committee should be familiar with this.
- ❖ Invite your President/Representative to your Committee Meetings. Be represented at the regular Board Meetings. Committee Chair and President/Board Members should communicate re the choosing and hiring of Judges as well as other relative topics.
- ❖ Judges should be rotated every two years, if possible.
- ❖ Phone and then send two copies of the Judge's contract to each Judge. Make arrangements with the Judge regarding fees (mileage if paid), date, time, location and meal. (If it is a new judge, give detailed directions to Fair.) Make sure the Secretary/Treasurer know what it to be paid. Have the Judge return one signed copy. Send a photo copy to Secretary/Treasurer so that the cheque can be issued. Please make sure the spelling of the Judge's name is correct.
- ❖ Chairperson and Committee Members should be ready to welcome and introduce the Judge. Make the Judge as well as Volunteers feel at ease and comfortable.

- ❖ Have good lighting and table space as required. Make sure that all necessary items e.g. Judge's record sheets, ribbons, stapler, tape, water, safety pin etc. are on hand to insure that the judging proceeds smoothly. The Judge will have their Judge's Kit with them, but sometimes there are little extra that may save time and move the judging along in a timely manner. Be considerate !
- ❖ When receiving exhibits, check the Prize List for special requirements e.g. tags etc., before placing in the proper area for judging. Keep classes in order and together. Never criticize entries. Be helpful, explain how best to prepare exhibit for show.
- ❖ Check the entries before presentation for judging. If the Prize List states a number (e.g. 3 cookies), then make sure that the number is correct. Never present articles that are soiled or not acceptable according to the OAAS Judging Standards book. Count articles in each class for evaluation for classes in future.
- ❖ Have adequate help and space. Cover tables with white plastic especially in the Culinary Art section. Have chairs, record, ribbons, stapler, presenter/display person ready at the Judging area. Pre-assign people to duties and make sure that they understand their responsibilities.
- ❖ Have articles brought to the Judge and place each item entered in the class on the table in front of him/her ready for judging. Have the first class on the table as well as Judging Sheets/book, extra prize book, ribbons, fasteners before the Judge arrives. Keep the Judging process moving – always ready with the next class, yet being careful not to rush the Judge. JUDGING TAKES TIME.
- ❖ Make sure that Entry Tags are kept with right exhibit.
- ❖ It is a nice gesture to have name badges for Judges and Volunteers at their work station when they arrive.
- ❖ A Committee Member should be ready to assist the Judge with heavy articles such as quilts.
- ❖ The Chairperson has the Judge sign the Judging Sheet/book at the end of judging. Either take the Judge to the Fair Office or hand her the envelope with her cheque inside. Thank her/him and ask if there are any suggestions or comments to be passed on to the Board to assist in the evaluation of the Fair and planning of the next year's Fair. Never expect the Judge to return (donate) their fee.
- ❖ Keep up with new ideas and courses being provided in your area and include them if possible in your current prize list.

- ❖ Document ideas; share these ideas with each other and the Board in general to assure continuity and success. BE A TEAM.
- ❖ Evaluation and communication is important. Take time to look and list. Seek out comments and concerns from Judges, Volunteers, Exhibitors and Fair Patrons. Everyone has a part to play in making the Fair an enjoyable experience.
- ❖ Make sure everyone is thanked for their contributions.
- ❖ Pay your membership to a fair of your choice, usually your local Fair.

Recognition and Handouts

We appreciate that each District has developed their own format and we encourage them to continue. For the Districts that haven't, the following are suggestions:

- ❖ A certificate that can be produced on a computer prior to the day of the Judging School. This should include the date, place and type of Judging school attended. Upon completion of the Judging School, only the name would need to be written in the appropriate place on the certificate. If the participants are pre-registered, their names could be typed on the certificates ahead of time.
- ❖ A small business card can be given to recognize the completion of the Judging School. It should indicate the type and date of the School. A line on the bottom could be left for the participant to sign the card. This could be carried in a wallet as proof that they have attended a current Judging School.
- ❖ Attractive business size cards can be obtained through a local business at a nominal cost. Computer could also be programmed to fit the size of the cards and print the information required. These could also be handed out along with the larger certificates.
- ❖ A name badge could be made for District Judges to wear during the Judging School. It should have the OAAS logo and the District number, plus the Judge's name. These could be worn later when judging at the Agricultural Fair.

Judging School Certificate

Compiling a List of Judges and Evaluating the Judging School

- ❖ Be sure you use the correct spelling of each Judge's name and address, including postal code and phone number.
- ❖ The list should clearly show what type of judging the person is able and qualified to judge. It is very important that all information is correct so that the information you forward to the Fairs in your District will allow them to contact all Judges easily.
- ❖ It is important that you send an updated list of Judges in your District yearly to the OAAS Secretary, who in turn will prepare a master list and circulate a copy to each Homecraft District Director.
- ❖ The evaluation of a Judging School is most important as it allows future Judging Schools to address any problems that may have arisen. It also gives feedback for the Instructor to know any topics that should be addressed at a future Judging School and if there are any new categories or classes that need to be included.
- ❖ Be sure to add the new Judge's List to the back of this binder so there is a current Judge's contact list for future Judging Schools. Always date the revised list.
- ❖ Make sure the date of the Judging School is on any certificate or card issued in case a Fair wish to check on the latest update a Judge has attended.


IT IS OF GREAT IMPORTANCE THAT THIS MANUAL BE GIVEN TO YOUR SUCCESSOR UPON THE COMPLETION OF YOUR TERM.

OAAS Judging School Instructors

District Judge's List

Below is a sample of the layout of a District Judge's List. It is very important to maintain a current listing of qualified judges. This is also posted on the OAAS website and therefore should be shared with the OAAS office once modified.

NAME	ADDRESS	PHONE	FAIR	EMAIL	BAKING	CANNING	SEWING	KNITTING & CROCHET	NEEDLECRAFT	CRAFTS	QUILTS	ART	PHOTOGRAPHY	JR./SCHOOL	HOBBIES	FLOWERS	VEGETABLES	ANTIQUEES	Willing to take apprentices
Aline Chan	87 East Tree Drive, Breslau, Ontario, N0B 1M0	(519)-213-1520	Ancaster	alichan1@gmail.com						9									
Ann Hewitt	33 Hwy 53 E., Ancaster, ON L9G 2J9	(905) 648-2802	Ancaster	annhewitt@ogeco.ca	13	11	13	13	13				11	11	11				
Brenda Parkin	956 Fiddlers Green Rd, RR2, Ancaster, ON	(905) 304-0502	Ancaster	elsoparkin@hotmail.com	11	11	13	11	13	13	11		11	11	11		X		
Chris Foster	278 Hwy #52, RR#2, Lynden, ON L0R 1T0	(905) 304-0131	Ancaster	holycow1952@live.ca	10					10									
Dianne Booker	791 Wainfleet/Dumville Townline Rd., Lowhams, ON, N0A 1K0	(905)-899-3748		cwdfbooker@gmail.com	9	9	13	13	13	13			9						
Group Displays																			
Dorothy Sager	2-53 Beverly St. E. St. George, ON N0E 1N0	(519) 448-1122	Rockton	dsager@execulink.com	11	11	11	11	11	11				11					
Enid Petheram	15 383 Edinburg St. S., Guelph, ON, N1G 2K7	(519)-763-5749	Norfolk	epetheram@sympatico.ca	10	10	13	13	13	13									
Erla Wilson	93 Ottawa St. Box 372, Cayuga, ON N0A 1E0	(905) 772-3757	None	erlascountrygarden@hotmail.com	10	10	10	10	10	10									



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