

How to write an Ejection Report for the BCBUA

Points to emphasize:

1. All ejections must be reported regardless of severity
2. Any serious misconduct that does not warrant an ejection should also be reported
3. An online ejection report form is available on the BCBUA web site
<http://www.bcbua.ca/Ejection.wgx>
4. call the league allocator or local Umpire in Chief for assistance and to give them a heads up on the incident
5. Reports are legal documents
 - a. Factual information only
 - b. Use actual words (profanity) of the offender if appropriate
 - c. Use proper English terminology, not baseball slang
 - d. No opinions as to state of mind of the offender
 - e. Do not offer your opinion as to any further action necessary, someone else will look into this part

At the time of the incident:

So you've had to eject someone from a game. Not only is this a really stressful situation for you, tempers on the field are also going to be high. After the ejection and things are starting to calm down, keep your cool. Take a minute to jot down the incident on the back of the lineup card or have the score keeper jot down the situation for you in the score book if you are working a lower level of house baseball. Things that you need are;

- the ejected person's name
- uniform number
- position (manager, coach, 1st baseman etc...)
- inning, score at the time of the incident
- If profanity was used then make sure to write down the exact words used
- the basic reason the person was ejected

This does two things for you: it gives you a record of the incident to refer back to when you are writing the report and secondly it allows you to recompose yourself after the incident. That 1-2 minutes that this takes settles everyone else down as well. If you have the score keeper record the information, tell them exactly what you need jotted down. Do not engage them in why you ejected the person; just tell them to write down the information. However a much better way of dealing with this is to write the information on the lineup cards, but of course for some house leagues lineup cards are not used. Regardless of the method, write something down at the time of the incident.

After the game discuss the situation with your partner and make sure that you get their full name and phone number. You will need this information for the report. Make sure that you have the information that you wrote down or that you had written down in the score book about from the incident before leaving the park. Do not engage any spectators after the game in conversation regarding the incident. I know that parents sometimes want to talk about the situation, but just say that you cannot talk about it

as the report has not been filed yet. Anything that you say at this time to anyone else can later come back to haunt you.

Writing the report:

This needs to be done within 24 hours of the incident. There is an ejection form on the BCBUA web site that you can fill out online and it is then submitted to all the people who need to see it. No matter what happened, a report must be filed to the BCBUA. We need to track all ejections in the province. Several times in the past people who we know that have been ejected for offensive conduct have not been dealt with appropriately by the leagues because the umpire who ejected the offender did not file a report. Without this report we have nothing to justify an escalation in discipline for chronic offenders. Not only does this impact your credibility as an official, that offender is free to do the same thing in future contests. Fill out a report and submit it.

When you write the report Make sure to fill out all of the required information at the top of the form. The actual report starts by describing the situation in the game using plain English not baseball slang. State the inning, the number of outs, the count on the batter, and the positions of runners.

Example:

"Bottom of sixth, one out, runners on second and third, 1-2 count on batter Smith."

If the incident is a continuation of something that occurred earlier, describe that something first.

Example:

"In the top of the 5th, Smith slid hard into Jones at 2nd on a force play to end the inning. They exchanged a few insults, then went to their respective dugouts."

Bottom of fifth, none out, no-one on base, Jones leading off, 0-0 count. Etc. ..."

When you describe the incident, be concise. Describe just what happened, no more and no less. If a player swore at you, write down what he said. Use his exact words; don't censor them. The more exact quotes you can use, the better. If he was loud enough to be heard a long distance away, say so.

Bad example:

"Smith swore at me."

Better Example

"Smith said loudly, 'That's no strike, you Fucking Asshole'" loudly enough to be heard in both dugouts and by the fans."

Make sure to state your case simply and with simple words. Tell the reader exactly what happened. Do not offer any opinions or reasons why you think the ejection occurred, just state the facts.

Bad example:

