

# IUS District Host Manual



# Special Olympics Maryland

## Interscholastic District Tournament Host Manual

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## INTRODUCTION

***Information in this document applies to the preliminary rounds (i.e. District Tournaments) unless otherwise specified.***

On behalf of the Special Olympics Maryland, thank you for being an important part of the Interscholastic High School District Tournaments.

The purpose of this manual is to outline the responsibilities for the Unified High School District Tournament.

The host school/school system shall appoint staff members to assume the positions of tournament director.

Tournament Director – The Unified Sports District Representative shall serve as the Tournament Director. If exceptional circumstance inhibits him/her to fulfill the duties, he/she will appoint a knowledgeable person, preferably with experience in tournament administration and game management. The Tournament Director will maintain ultimate responsibility for the local operation of the event, as well as ensuring that the policies, protocols, and competition rules are properly applied.

Assistant Tournament Directors (2) – These individuals will support the Tournament Director.

The tournament director has the discretion of appointing two school-system professionals to help prepare for the tournament ahead of time and execute day-of. These people cannot be an administrator or Athletics Director, as these duties fall under his/her realm of responsibilities. They MUST receive clearance as a SOMD Class-A volunteer prior to the tournament. This process takes approximately 72 hours – please report the names and contact information of the people who will serve in this capacity to Zach Cintron, Senior Director of High School Unified Sports at [zcintron@somd.org](mailto:zcintron@somd.org), no less than one (1) week prior to the tournament. The assistants will receive \$75 (equivalent to the MPSSAA tournament stipend) for their time and effort.

## **Special Olympics Mission**

The mission of Special Olympics is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for persons eight years of age and older with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes, and the community.

## **Special Olympics Philosophy**

Special Olympics is founded on the belief that people with intellectual disabilities can, with proper instruction and encouragement, learn, enjoy, and benefit from participation in individual and team sports. These must be adapted only as necessary to meet the needs of those with mental and physical limitations.

Special Olympics believe that consistent training is indispensable to the development of an individual's sports skills. In addition, competition among those of equal abilities is the most appropriate means of testing these skills, measuring progress, and providing incentives for personal growth.

## **Special Olympics Maryland's Vision**

The vision of Special Olympics Maryland is to be the leader in lifelong and Unified Sports programs for individuals with intellectual disabilities, empowering athletes to be valued members of their community and respected members of society.

## **Special Olympics Maryland's Values**

The following six values guide all decisions and actions taken by staff, volunteers and athletes.

- **Community:** We attempt to connect our athletes with their local COMMUNITY as much as possible. We use community facilities; we generate local publicity, and we portray the athletes and their families as local heroes. Connections and bridges are formed.
- **Friendships:** We encourage FRIENDSHIPS among athletes and families throughout Special Olympics. We also encourage friendships with athletes without disabilities through their commonality of sport. The goal is friendships for life.
- **Integrity:** Athletes develop INTEGRITY by doing the "right thing".
- **Opportunity:** All Special Olympics stakeholders are given the OPPORTUNITY to excel.
- **Quality:** in all we do.
- **Sportsmanship:** We follow the rules of the game by demonstrating good SPORTSMANSHIP and fairness for all.

## **Special Olympics Athlete's Oath**

"Let me win; but if I cannot win, let me be brave in the attempt."

## Contact Information

### Unified Sports District Representatives

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### Special Olympics Maryland Staff

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## SECTION 1 – CEREMONIES

In 1988, the Special Olympics was officially recognized by the International Olympic Committee (IOC). Because of this relationship, Special Olympics is bound to include various components in each and every competition. Important components of the obligation are associated with the ceremonies – Opening, Awards, and Closing.

### OPENING CEREMONY

The Opening Ceremony sets “the tone” for the competition. An exciting ceremony with plenty of energy and fanfare will make the players feel celebrated and convey the importance of the event.

Selecting a proper Host of Ceremonies is vital to the success of the ceremony. He/she should be comfortable with public speaking, enthusiastic, and understand the importance of crowd involvement. Use your best discretion when choosing your Host of Ceremonies.

The following Opening Ceremony script is meant as a template. There are several roles that need to be written in, which will be specific to each venue. Be sure to look this over prior to the competition – selecting people to fill the “roles” listed below can be done in advance of the competition or at check-in. Appointing (one or two) tournament personnel to oversee the management of Opening Ceremony is essential.

Be sure to write-in the appropriate district number – see table below.

District Name	District
Allegany, Garrett	1
Washington	2
Frederick	3
Baltimore City	4
Montgomery	5
Prince George’s	6
Anne Arundel	7
Charles, Calvert	8
Cecil	9
Upper Shore	10
Lower Shore	11
Baltimore County	12

**OPENING CEREMONY ROLES:**

ROLE	Athlete	Unified Partner
● National Anthem (if performed):		
● Color Guard (if applicable):		
● Athlete/Unified Partner Oath:		
● Officials Oath:		
● Coaches Oath:		

**Opening Ceremony Script**

Opening Start Time: \_\_\_\_\_

Good afternoon (or morning), ladies and gentlemen, and welcome to the (INSERT YEAR) (INSERT SPORT) District Tournament!

We are very excited that you have decided to join us today. My name is \_\_\_\_\_ and I'll be your emcee this afternoon. It is an honor to be a part of this event because, just like all of you, I am a big fan of Unified Sports!

Throughout the season Unified Sports teams have come together, sharpened their skills, challenged the competition and helped to overcome prejudices about students with disabilities. In short they have Revealed Champions in themselves, in their teammates and in their schools.

**optional** { I know you all are eager for team introductions, but first, we would like to welcome the Honor Guard from \_\_\_\_\_  
made up of members \_\_\_\_\_  
to present the colors for today's tournament.

**(Honor Guard enters and takes their place)**

We now ask everyone to stand, remove your hats, and please direct your attention to the American Flag as we play our National Anthem. (*National Anthem Plays*)

Thank you, Honor Guard – you are dismissed.

We'd like to welcome our honored guests, family members, friends, volunteers and all fans of the athletes for what promises to be an incredible day of competition, sportsmanship and friendship.

And since you ARE such great fans, I hope that you will give an enthusiastic welcome to each of the school systems that has been training hard, and has made the trip here for today's competition.

So schools – as I announce your name, please let us hear you... cheer your loudest and let us know how ready you are for today's competition. Spectators – please show what big fans you are by giving each delegation your loudest, most enthusiastic welcome.

\*\*\*\*\*Read list of schools – pause between names for fanfare. \*\*\*\*\*





Again, I welcome all of you and personally wish each of you well in your events.

We are thrilled to have \_\_\_\_\_ as the host facility for today's tournament. How about a huge round of applause for the staff and coaches who have helped with the planning and management of this tournament!

There are many factors that make a competition memorable. Impartial officiating, good coaching and sportsmanlike conduct are 3 important factors.

Officials maintain the excellence that athletes strive to attain. Would \_\_\_\_\_, please come to the microphone and recite the Officials Oath on behalf of all officials. Would all officials please stand.

"In the name of all judges and officials, I promise that we shall officiate in this (INSERT YEAR) Interscholastic Unified (INSERT SPORT) District Tournament with complete impartiality, respecting and abiding by the rules which govern it in the spirit of sportsmanship."

Thank you, \_\_\_\_\_  
(NAME OF OFFICIAL)

Would \_\_\_\_\_, the Head Coach of \_\_\_\_\_ County's \_\_\_\_\_ High School, please come to the \_\_\_\_\_  
(SCHOOL SYSTEM) (HIGH SCHOOL)

microphone to recite the Coaches Oath on behalf of all coaches present today.

"In the name of all coaches and in the spirit of sportsmanship, I promise that we will act professionally, respect others, and ensure a positive experience for all. I promise to provide quality sports and training opportunities in a safe environment for all athletes."

I'm pleased to invite \_\_\_\_\_ and \_\_\_\_\_

from \_\_\_\_\_ High School in \_\_\_\_\_ County  
(HIGH SCHOOL) (SCHOOL SYSTEM)

to the podium to recite the Special Olympics athlete oath.

Athletes, this is your chance to be heard.

\_\_\_\_\_ and \_\_\_\_\_ will recite a line and then  
(TEAMMATE 1 NAME) (TEAMMATE 2 NAME)

pause for all of you to recite that line together.

*"Let me win [pause for teams to recite]*

*But if I cannot win [pause for teams to recite]*

*Let me be brave in the attempt. " [pause for teams to recite]*

Awesome job, \_\_\_\_\_ & \_\_\_\_\_, and all of you!

And now, we have come to the highlight of our Opening Ceremony...it is now my pleasure to

ask \_\_\_\_\_ for one final duty:

"I now declare the (INSERT YEAR) Interscholastic Unified (INSERT SPORT) District Tournament  
OPEN!

*Let the games begin!"*

## Scripts to Handout

\*\*\*\*\*Officials Oath\*\*\*\*\*

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“In the name of all judges and officials, I promise that we shall officiate in this (INSERT YEAR) Interscholastic Unified (INSERT SPORT) District Tournament with complete impartiality, respecting and abiding by the rules which govern it in the spirit of sportsmanship.”

\*\*\*\*\*Coaches Oath\*\*\*\*\*

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“In the name of all coaches and in the spirit of sportsmanship, I promise that we will act professionally, respect others, and ensure a positive experience for all. I promise to provide quality sports and training opportunities in a safe environment for all athletes.”

\*\*\*\*\*Athlete Oath\*\*\*\*\*

---

“Let me win

But if I cannot win

Let me be brave in the attempt. “

\*\*\*\*\*Opening of Games\*\*\*\*\*

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“I now declare the (INSERT YEAR) Interscholastic Unified (INSERT SPORT) District Tournament OPEN! Let the games begin!”

## AWARDS CEREMONIES

Each Athlete/Unified Partner who competes will receive an award based on the placement of their team as a whole. Medals are awarded for first through third place (gold, silver and bronze); all other places receive a ribbon. **Coaches do not receive awards.** If a player is officially registered for the competition, but was unable to compete because of injury or illness, he/she may receive an award for the place of finish of his/her team.

Remember, awards are not “given”, they are earned.

### General Guidelines

- Award Ceremonies – All award ceremonies conducted during games and tournaments shall have, as their focus, the dignity and accomplishments of the participating student-athletes and shall be conducted in a solemn and colorful manner that resembles, as much as is reasonably practicable, the awards ceremonies conducted during Olympic competitions. The Special Olympics awards protocol should be used as a guideline to properly plan and execute the presentations.
- A student-athlete who is disqualified or does not finish an event should be given a participation ribbon.
- Because these tournaments are Unified competitions, Unified medals and ribbons will be presented. The Unified awards have the Unified Sports logo – see image.



## Awards Protocol

1. Personnel must be in place and alert to setting up the table for the ceremony without undue delay. At least one six-foot table should be used to hold the awards and should be appropriately draped with a Special Olympics Maryland tablecloth (if possible).
2. The awards trays can be prepared and positioned on the ceremonies table.
  - Each tray should have awards for one place of finish – for example, a tray with all 5<sup>th</sup> place ribbons.
  - If multiple places of finish are determined at the same time, awards are to be presented in descending order last place to the gold medalist team(s).
3. As each team's place of finish is determined, the results will also be delivered to the Awards Preparation area, to be posted and to the Announcer.
4. When possible Law Enforcement or another Honored Guest/VIPs will present the awards. If a member of Law Enforcement is available, the officers have priority, because of Special Olympics long standing relationship with Law Enforcement world-wide.
5. Once Presenters are in the preparation area, they will be briefed on the process of distributing awards.
  - Explain the process to the Presenter, including where in the processional he/she is going to be.
    1. If there is only one Presenter, he/she will be behind the Awards Bearer in front of the processional.
    2. If there are two Presenters, one will be up front (same as above). The second Presenter will be in the rear of the processional, after the Athletes or Athlete Escort and in front of the second Awards Bearer (if available).
  - Explain the actual presentation of the awards.
    1. The Presenter places the award around the neck of the student-athlete, and then offers a handshake.
    2. If there is only one Presenter, he/she should walk from one side of the stand to the other. The Awards Bearer will meet the Presenter at the appropriate stand for the next award to be presented.
    3. If there are two Presenters, he/she can alternate presenting the awards.
6. Once Awards Preparation area is ready, notification should be given to the Awards Staging area that the Preparation Area is ready for awarding the respective division.
7. The team will process single-file. The processional should be led by an escort, who will ensure proper positioning of the team members. If at all possible, when the team stops in the award presentation area, the team should be arranged shoulder-to-shoulder.

8. The Olympic fanfare music should be signaled to start once the processional is ready. When athletes have reached their respective positions, the music should stop and the announcer should begin. (As one team is processing the next team is escorted to the on-deck area, ready to process once the team ahead of it recesses.
9. If at all possible, a Special Olympics or Unified Sports banner should hang behind the awards area and/or a scenic background.

NOTE: Student-athletes need to be free (within reason) of jackets, headwear that is not team issued, street clothing, headset radios, cell phones, etc. Student-athletes should remain in their uniforms and “look presentable”.

## ANNOUNCERS SCRIPT

“Ladies and gentlemen...please direct your attention to the awards area \_\_\_\_\_.”  
*(give location in venue)*

“It is my pleasure to announce the results of Division \_\_\_\_\_ for \_\_\_\_\_.”  
*(event)*

Presenting the awards will be: \_\_\_\_\_.”  
*(Name of Presenter and title or organization)*

“In **8<sup>th</sup>** place from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“In **7<sup>th</sup>** place from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“In **6<sup>th</sup>** place from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“In **5<sup>th</sup>** place from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)



“In **4<sup>th</sup>** place from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“Earning the **BRONZE MEDAL** from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“Earning the **SILVER MEDAL** from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“Earning the **GOLD MEDAL** from \_\_\_\_\_ the \_\_\_\_\_ of \_\_\_\_\_.”  
*(County) (mascot – plural) (high school name)*

Read roster, Pause for award presentation after each name. (Presenter gives award & offers personal congratulations)

“Ladies and gentlemen, please recognize these outstanding student-athletes of Division \_\_\_\_\_ of the (INSERT YEAR) Interscholastic Unified (INSERT SPORT) District Tournament.”

## NOTES

- Pause for athletes to wave and pictures are taken. During this time Awards Bearers and Presenters should step to the side of the awards stand to allow for pictures. After the pause music is cued and the recessional begins in same manner as the processional.
- Awards Bearers and Presenters then lead athletes off to exit area for delegation pick up. Awards Bearers and Presenters should then return to their appropriate staging area. One person needs to be in the pick-up area to supervise the release of the athlete to their delegation representative.
- As this division exits, the next division begins their processional

## **SECTION 2 – TOURNAMENT MANAGEMENT**

### **Admission**

Attendees are not to be charged for admission, parking fees, and any like fees to spectate.

### **Artificial Noisemakers**

No air horns or artificial noisemakers are allowed, and electronic effects, including music, may not play when any match is in progress.

### **National Anthem**

The United States of America's national anthem ("Star-Spangled Banner") shall be played or sung during Opening Ceremony.

Color Guard The host institution may provide a color guard for the Opening Ceremony. The color guard will be experienced at presenting the flags and old enough to understand the importance of the event.

### **Neutrality**

Host institutions should keep in mind that the District Tournament is not a home event. Neutrality is important; therefore, such items as host institutional signage should not be used to create a "home" atmosphere

### **Alcoholic Beverages**

No alcoholic beverages or "non-alcoholic" beverages shall be sold, dispensed for public or private consumption, or consumed anywhere in the competition site, or on competition site property.

### **Tobacco**

The use of tobacco is strictly prohibited on all Maryland public school campuses.

### **Americans with Disabilities Act**

The Americans with Disabilities Act, which went into effect January 26, 1992, requires that public establishments offer equal access and services to people who are physically and mentally disabled. Special Olympics Maryland will rely on the host to confirm compliance with the act by the host competition sites.

### **Concessions**

Food and beverage prices shall be no higher than similar events or primary tenants in the competition site.

### **Directional Signs**

Directional signs should be posted in all areas used by the participants and spectators.

## **SECTION 3 – COMPETITION MANAGEMENT**

### **Gold Medalist Allocations**

As stated in the “Official Rules and Coaches’ Resources Manual”, each school system is assigned to a District. Each District receives an allocation of teams (i.e. gold medalists) who will advance to the Interscholastic Unified State High School Championship. These allocations are proportionate to the total number of teams training state-wide. The allocations will be distributed to each individual Tournament Director once they are determined.

### **Coaches’ Meeting — see SUPPLEMENT A**

The Tournament Director (or his/her designee) will conduct a brief coaches meeting on-site, prior to Opening Ceremony. See Supplement A for example agenda.

### **Roster Consistency**

The playing roster **MUST** be consistent with the roster as it appears on the “IUS POST-SEASON REGISTRATION”, however, scratches are permissible.

### **Competition Brackets**

Each tournament is subject to particular time restrictions, space restraints, etc.; therefore, the Tournament Directors are to work cooperatively with IUS State Chair to create competition brackets which best suit the time/space accommodations. Ideally, one bracket will be created for each gold medalist allocation; however, if the number of competing teams is too few to allow for viable competition using this format, the Tournament Director and the IUS State Chair may determine an alternative advancement criteria; for example, allowing silver medalists to advance. Alternative advancement criteria must be approved by the IUS State Chair.

### **Match Results**

It is preferred that a game is complete when either (a) one team reaches the “winning point total” of 16 total points or (b) the previously designated time limit has elapsed. However, due to time and space restrictions the Tournament Director may choose to reduce the total points and/or time limit. Each team shall play no less than two (2) matches.

### **Match “Overtime”**

If the score remains tied at the end of regulation time, the teams will continue the match. Play will continue until a winner is determined at the end of each complete frame.

### **Declaration of “Last Frame”**

If a team has not earned the “winning point total” prior to the expiration of (regulation) time, the tournament director, his/her designee, or the court official will announce “Last Frame” with one (1) minute remaining in regulation –OR– the expiration of time. Once “Last Frame” has been announced, no additional frames will commence unless a tie occurs. See “Match Results” for tie-break procedures.

### **Delay of Game**

At the discretion of the Tournament Director he/she may add additional time to the regulation time allocation if he/she believes a team is delaying the progress of a match.

### **Integrity of the Games**

The athletes, Unified Partners, and coaches have trained and worked very hard for the players to have the opportunity to showcase their skills at this advanced competition. Every effort must be made to uphold the integrity of the competition, including maintaining the rules.

### **Sports Information**

The Tournament Director and the State IUS Chair shall thoroughly review the “Official Rules and Coaches’ Resources Manual” for a complete overview of the rules and protocols that will govern competition.

### **Control Center**

A control center area must be designated. This area must be equipped with at least two banquet (~ 6-8 feet) tables and, preferably, covered by a tent. This location should serve as team check-in and score reporting. The control center must have a public address system in order to make general announcements and to stage doubles teams to prior accessing the courts.

### **Results**

The Tournament Director shall determine an orderly and efficient way of receiving, tabulating, and posting match results and overall scoring.

\*\*Retain all score sheets and brackets.

### **Scratches**

Scratches need to be reported when the Head Coach checks in.

If players are absent, alternates are not allowed – if the team roster falls below four (4) players or is non-compliant with roster regulations as stated in the Official Rules and Coaches’ Resources Manual, the team will play exhibition, forfeit each match, and be awarded participation ribbons.

### **Protests**

Protests must be filed within 15 minutes of the completion of a match. Players or coaches can protest a misinterpretation of a rule but not a judgment call. Protests are to be submitted in writing to the Control tent.

A sports rules committee will review the protest on-site and deliver a decision. The Sports Rules Committee shall be determined prior to Opening Ceremony and consist of two coaches and the Tournament Director or his/her designee. If possible, include one athlete and one Unified Partner. Parties are expected to recuse themselves if their affiliate school is involved in the protest or competition under protest.

## **SECTION 4 – CRITICAL INCIDENT RESPONSE/INCLEMENT WEATHER PLAN**

### **Medical Services**

The host institutions are to abide by their Athletics Department medical coverage requirements.

### **Critical Incident Preparation**

The host institutions procedures for circumstances requiring emergency evacuation of the competition site or interruption will be utilized. The Tournament Director and other host institution staff shall review these procedures and protocols prior to the tournament.

### **Inclement Weather**

Under the threat of inclement weather the decision to postpone the competition will occur at least five hours prior to the Opening Ceremony start time. Under the discretion of the Tournament Director and the IUS State Chair, the decision may be made sooner.

The Tournament Director and IUS State Chair will work together to properly communicate postponement(s) via email, this includes communications regarding threats of postponement(s). The Tournament Director and the IUS State Chair are highly encouraged to email all coaches at least one business day prior to the competition to address the anticipated timeline of the event.

## SECTION 5 – DISTRICT TOURNAMENT CHECKLIST

### COMMUNICATION TO PARTICIPATING TEAMS

It is essential to send announcements to coaches of participating teams prior to the tournament. Topics to address include, but are not limited to:

- Start time and date
- Equipment plan – are teams expected to bring their own balls, courts?
- Competition schedule – if possible.
- Driving directions
- Tournament location within the school (e.g. “look for signage to the main gym”)
- Food service plan – will food/concessions be available? Are there vending machines?

**MEDICAL PERSONNEL** – The host institutions are to abide by their Athletics Department medical coverage requirements.

**DIRECTION SIGNAGE** – Post signage to assist visiting schools and spectators.

**WATER STATIONS** – ensure adequate water stations are set-up and cups are available. As a cost savings measure some school systems require visiting teams to bring their own cup/bottles.

**P.A. SYSTEM** – Secure/ensure functionality of public address system.

### CEREMONIES

- OPENING
  - Script – available in Operations Manual.
  - National Anthem (Pledge of allegiance is optional)

Note: School systems may choose to schedule a honor/color guard to present the colors during Opening.

Emcee Oath participants – to be offered in the following order 1) Official; 2) Coach; 3) Athlete

- Awards – determine awards plan – considerations include location, announcer to announce team rosters, who will present awards, and awards inventory.

### COMPETITION

- OFFICIALS
  - Ideally, you will identify independent, sports knowledgeable people to serve as officials; however, if individuals are not available, coaches may serve as officials.
  - Please see use “SUPPLEMENT A” to training officials prior to competition.
- TIME
  - A common clock, such as the gymnasium scoreboard, can be used for all of the courts; however, if there is a lull in play such as a dispute or restroom break, additional time may be added at the discretion of the tournament director.
- SCORE
  - The score of each match needs to be displayed at all times. Ideally, a written record of the score will be maintained.

→ ROSTER VERIFICATION

- The “INTERSCHOLASTIC POST-SEASON REGISTRATION” MUST be on hand to verify each team’s playing roster. The playing roster MUST be consistent with the roster as it appears on the “INTERSCHOLASTIC POST-SEASON ROSTER AND RATINGS FORM”, however, scratches are permissible.

## SAMPLE PRE-GAME TIMELINE

### Actual Time

### Activity

2:30 PM

- Teams arrive and may begin warm-up
- Head Coach Checks in at Control Center
  - Reports scratches
  - Information:
    - Location of Coaches meeting
    - Miscellaneous information (e.g. location of restrooms).

2:50 PM

### Coaches Meeting

- Agenda
- Competition related reminders
- Identify results posting area
- Identify Sports Rules Committee
- Review protest procedure
- Etc.

3:00 PM

### Opening Ceremony

3:15 PM

### Competition Begins



## NOTES

# Event Sponsors

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