

# County Spring Games

## Webinar Script/Agenda

### Introductions/Welcome

Hello coaches and teachers and welcome to the [Insert County and games](#). Everyone on the webinar is currently muted, but that doesn't mean that we don't want to hear from you. If you have questions, please feel free to type them into question box on your control panel. If you are calling and have a question, you can either ask it in the chat, question box, or text ([Contact Person running Webinar](#)), and we will address all questions at the end of the webinar.

Please share this information with you coaching staff. This is not top secret information, and we definitely want to keep everyone well informed to have the best ([Spring Games](#)) experience possible. Event information for [Spring Games](#) is located at ([Include link to your Spring Games Information](#)). If you have questions about the overall event, most likely it can be answered on this page or by asking [local coordinator](#).

### Slide: On the Call

Provide information on who is in what position for your games. Customize this slide to show teachers/coaches who is in charge of each aspect of your games. This will give people a point of contact and inform them of the organization of the games.

### Slide: Public Service Announcements

#### *Concussions*

Medical volunteers at your Spring Games should be trained to remove an athlete from competition if there is any chance of a concussion. The athlete will not be able to return to play until a doctor has examined the athlete and given clearance for play. This, of course, has been put into place to ensure a safe competition for all athletes. Coaches now have to complete concussion training to be maintaining their status as a certified coach. More information on coach training requirements can be found on the coach education page of the SONC website.

#### *Sportsmanship*

It is very important that all coaches and athletes show great sportsmanship at all times. Poor sportsmanship will not be tolerated and athletes, Unified Partners, coach, **or associated spectators** are subject to discipline by the competition management team and/or SONC Staff. It is important to remain calm and show good sportsmanship during these times. Team Captains are a great way to provide guidance and serve as an on field example of sportsmanship during games.

#### *Meals*

Give information on lunch ([if provided](#)). It will be packaged by delegation. When it is ready, it will be announced and one or two coaches may go pick it up. Please be good stewards of the facility and make sure to pick up all your trash and place it in the recycle bin or trash where appropriate.

And now for what you want to really want to know about – competition and the venue!

### Slide: Venue Overview

[Provide an overview of the venue your games will be held at. Include:](#)

- [Parking](#)
- [Check-in](#)
- [Restrooms/Facilities](#)
- [Seating \(if applicable\)](#)
- Go through rules for delegations on where to set up and where they can freely move around.
- Information on Restrooms!
- Medical is located (give location)

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- If weather is extreme and safety is an issue, everyone will be directed to their cars. An airhorn signal of three short blasts will be made if cover should be taken immediately. One long blast will follow when inclement weather has passed. (This is our standard procedure for Summer games)

### Slide: Staging and the athlete path

- Go over how you will stage athletes. This will ensure a smooth process and flow of competition. By providing this knowledge ahead of time it will give everyone an idea of the process of staging and actual competition.

### Slide: Awards

- Awards will be given as each division finishes. Coaches and parents are not allowed in these areas. Remember to pick up your athletes at the athlete pick-up area near each award area.
- Provide rules and process on awards for your games.

### Slide: Track Competition

Go through information on how you want the track competition to go. This should include:

- Please have athletes arrive at the staging area **no less than thirty minutes** before the scheduled time of their event. (Customize to fit your schedule)
- **It is acceptable to remove your athlete out of awards staging if they need to be staged for another event.** Just remember to make sure the escort and staging volunteer knows you are removing them for awards to be staged for competition. And also make sure to take the athlete back so they may receive their award. Track trumps field events.
- On-site changes or event switching will not be permitted. Check-in and staging officials will allow athletes to compete only as entered. If an athlete misses an event, they will not be “added in” later.
- A starter pistol will be used to start all races on the track.  
Provide additional information that may be pertinent to your games.

### Slide: Field Competition

Go through information on how you want the field competition to go. This should include:

- Field event stagers are aware of athletes that may have back to back events and may hold the division a little longer so the athlete can finish and make their way back.
- Once athletes are checked into field event staging, they will be escorted to their event and then to awards by volunteers, just like track.
- Remember to pick them up after they receive their award.
- Please have athletes arrive at the staging area no less than thirty minutes before the scheduled time of their division. If their division is in a group that starts at 9am, then the athlete should report to staging at 8:30am.
- On-site changes or event switching will not be permitted. Check-in and staging officials will allow athletes to compete only as entered. If an athlete misses an event, they will not be “added in” later.

### Slide: Protests and DQ'd

If you decide to allow protests and enforce DQ's then go over this information in your webinar. Include a slide about the rules you are enacting and the processes a coach may take to protest.

- If an athlete is DQ'd for any reason (maximum effort, lane violation, etc), every effort will be made to notify the coach via text message before the athlete is brought to awards.
- If there has been an infraction of a rule, then a certified coach may file a protest (as long as the program had a representative at this meeting).

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### Questions/Answers

At this time we will answer questions as they came in during the webinar. Please use the question box on your control panel if you are accessing the webinar via a computer. If you are calling in and have a question, you can text contact person.

### Thank-You/Wrap-Up

On behalf of Special Olympics *Insert Program*, I would like to thank you for your time, and dedication to the athletes of NC. We look forward to a wonderful weekend of athletics competition!

**This is a template modified towards Spring Games. We use this script for our Summer Games Webinar as a base to give coaches and the programs the necessary information. Modify this script to fit your games but you can use it as a guideline on what to include in your webinar.**