



Special Olympics
Virginia

Program Memo

November, 2007

New North Central Office

The North Central Office in Fredericksburg is up and running. Danielle Pokusa, North Central Section Director, can be contacted at:

1931 Plank Rd., Suite 106
Fredericksburg, VA 22401
(540) 479-6918
(540) 479-6919 Fax

We are still waiting on a toll-free number.

Protective Behaviors Training Requirement for Class A Volunteers

Special Olympics, Inc. and American Specialty Insurance Company (SOVA's insurance company) implemented a new policy requiring all Special Olympics staff and Class A Volunteers aged 16 and over to complete an on-line Protective Behaviors training course. The course takes approximately 10-15 minutes to complete and includes a test that must be passed with 100% proficiency in order to meet the training requirement. Go to www.specialolympics.org/protectivebehaviors to take the online course.

Current Class A Volunteers need to take the Protective Behaviors training by December 31, 2007. New Class A Volunteers (those that apply after October 1) need to take the Protective Behaviors training as part of the screening process before they can volunteer.

SOVA will track the Protective Behaviors training requirement in its volunteer database. This information will be included in the weekly Class

A Volunteer Lists that are sent to Area Coordinators. Please refer to Attachment 1 for a summary of the Protective Behaviors training requirement, additional implementation information and how to complete the requirement if volunteers do not have access to the Internet. Contact Val Reinford at 800-932-4653 ext. 3036 vreinford@specialolympicsva.org if you have any questions.

SOI and American Specialty also created a Parents and Care Providers Guide that Areas/Locals may distribute to the parents/guardians of athletes in their program if they wish. Contact your Section Director to receive a copy.

Class A Volunteer Requirement for State Games

Starting with the 2007 Fall Championships, all coaches and chaperones attending state games must be approved Class A Volunteers. A list similar to the Master Athlete List will be sent with each registration packet. Any volunteer not on the list will need to become an approved Class A Volunteer prior to the event. To become an approved Class A Volunteer, volunteers must submit a Class A Volunteer registration form, pass a background check in accordance with SOVA's Volunteer Eligibility Policy, and complete the Protective Behaviors training. Please refer to Attachment 2 for additional information about how this process will work for state games.

State Games Registration Procedures & Deadlines

A number of new procedures will be implemented during the next program year in an effort to make state games better for everyone. Please refer to Attachments 3 - 5 to view state games deadlines and procedures.

Speed Skating Equipment

Remember that shin guards are required for all speed skaters. According to Special Olympics rules, shin guards are required for safety reasons as are "long-sleeved and long-legged uniforms, knee pads, cut resistant neck protector, gloves or mittens of a protective nature, and an appropriate safety helmet which shall have a hard shell and chin strap."

Contact Brooke Maloy at bmalay@specialolympicsva.org if you have any questions regarding speed skating equipment.

Softball Helmets with Chin Straps Required in 2008

Remember that all softball batters and base runners must wear helmets with chin strap. This rule was introduced over a year ago and Area program were given a year's grace period to acquire new equipment. **This rule will be enforced at the 2008 Bedford Softball Tournament and the 2008 Summer Games!**

Dixie Sporting Goods has helmets with chin straps in blue, black, navy or scarlet for \$15.99. Helmets with chin strap and cage (not required) are \$23.99 each. If your helmets already have chin strap snaps, you can buy chin straps for \$2.00 each. Contact the closest Dixie Sports Goods representative below to place an order.

| | | |
|-------------|---------------|----------------|
| Richmond | Rick Irvin | (804) 353-4943 |
| Chesapeake | Matt Tonelson | (757) 548-3391 |
| Springfield | Mark Mackey | (703) 440-8670 |
| Chantilly | Mark Mackey | (703) 679-1091 |
| Roanoke | Ben Ziccardy | (540) 387-9707 |
| Bristol | Reggie Pope | (276) 591-4821 |

Special Olympics Souvenirs/Uniform Supplier

Area and local programs can take advantage of the great prices SOVA receives from Smith & Associates for t-shirts and other souvenir merchandise. Call Robert Smith at 804-794-1009 to discuss your needs and to get a price quote.

2007 Special Olympics World Summer Games Recap

The final medal count is in – seven gold, six silver and five bronze; Special Olympics Team Virginia has returned victorious, and a little exhausted after a long plane ride home, from the Special Olympics World Summer Games, which took place Oct. 2-11 in Shanghai, China. All eight Team Virginia athletes, who joined nearly 400 athletes from every state and the District of Columbia to make up Team USA, medaled in the 2007 Special Olympics World Games.

More important than Team Virginia's 18 medals, though, was the group's victory in changing the world's perception of people with intellectual disabilities. In front of an audience of more than 80,000 in Shanghai, and a global television audience of millions, members of Team Virginia showed the world that anyone can succeed at what they put their mind to when given a chance. For example, golfer and Fredericksburg resident Grace Anne Braxton, who took home the gold in women's golf, solidified her place as the top female Special Olympics golfer in the world during this year's Games. And tennis player Jon Fried of Crozet, who took home the bronze in the men's tennis single competition (and also the gold in men's tennis doubles), set his mark as the third best Special Olympics tennis player in the world.

"Our Special Olympics Virginia athletes are all champions and that was before the first race was run, the first putt was made or the first ace was served," said Rick Jeffrey, Special Olympics Virginia President. "Their incredible determination and positive attitude make them so. Through genuine interaction with these eight

incredible athletes, residents of Shanghai will be forever, and for the better, changed.”

Below are the final results for each Team Virginia athlete:

- **Jennifer Mitchell** from Alexandria won a silver medal as a member of the 4X100M freestyle relay team. Mitchell also took home silver in the 100M backstroke, silver in the 200M backstroke and 4th place in the 200M freestyle.
- Fredericksburg's **Grace Anne Braxton** took home the gold in the 18-hole women's competition.
- **Jon Fried** of Crozet took home the gold in the men's tennis doubles competition and the bronze in the men's singles competition.
- Winchester's **Sterling Grooms** took home silver in the bench press competition and three gold medals in the dead lift, the squat and in overall men's combination lift category.
- **Evelyn Aguirre** of Fairfax scored 4th in the 50M run and silver in the softball throw.
- **Joey Goodrich** of Pearisburg took home silver in the 100M run, silver in the 4x100m relay and silver in the shot-put.
- **Melanie Norris** of Virginia Beach secured two bronze medals -- one in the bowling doubles competition and the second in the bowling singles competition -- and also 4th place in the bowling team competition.
- And **Peter Zaino** of Midlothian scored two gold medals this World Games -- one in the 25M butterfly and the second in the 4x50M relay (Peter swam the butterfly); he also took home 4th in the 50M freestyle competition.

2009 Special Olympics World Winter Games

The 2009 Special Olympics World Winter Games will be held in Boise, Idaho. SOVA will receive a small quota for this event, and we do not yet know our quota. The random draw from among gold medal winners at the 2008 Alpine Skiing Championships and the 2008 Winter Championships will be used to select the SOVA

athletes that will attend the 2009 World Winter Games.

A test event will be held in February, 2008. SOVA received a quota of one female figure skater and one female speed skater to participate in this event. A random draw was conducted from all gold medal winners at the 2007 Winter Championships to select the two female athletes who will represent SOVA at the test event.

Congratulations to Kelly Bradshaw, Area 21, who will represent SOVA in figure skating. The athlete who will represent SOVA in speed skating is still pending. We are waiting to hear back from the athlete and coach regarding their availability for the test event.

The Special Olympics Experience at the Boar's Head Tennis Tournament

The Special Olympics Experience at the Boar's Head, SOVA's first venture into an invitational with regional, national and international potential, will be a first class Special Olympics competitive and community interactive event. This tennis match play invitational will include athletes not only from SOVA, but from throughout the U.S. with the expressed intent to invite at least one international program annually. The event will be an indoor event, making it unique in Special Olympics, and will be held at the spectacular Boar's Head Sports Club in Charlottesville; home to the nationally ranked University of Virginia Cavaliers.

The Special Olympics Experience at the Boar's Head will be held January 17 – 19 and will feature three days of tennis, a unified doubles evening with amateur players, a clinic by the nationally ranked UVA men's tennis program and a night at an ACC men's basketball game. The event is for a maximum of 40 players who rate between 5 – 8 using Special Olympics' Tennis Rating criteria. This tournament will offer meaningful competition for athletes of higher ability in a sport with a small number of players at the elite level.

SOVA is aware of three athletes that meet the 5 – 8 rating in Virginia; two from Area 3 and one from Area 2. Please contact Val Reinford at vreinford@specialolympicsva.org or 804-726-3036 if you have a tennis player that meets the eligibility requirements that you would like to register for the event.

Special Olympics, Inc. Launches Young Athlete Program

Young Athletes is an innovative sports play program for children with intellectual disabilities, designed to introduce them to the world of sports prior to Special Olympics eligibility at age 8. The Young Athletes program strengthens physical development and self-esteem for children ages 2 through 7 by building skills for future sports participation and socialization. Family members and caregivers are encouraged to become involved as the child learns success through physical activity.

The focus of the program is on play rather than sports training or competition. Contact your Section Director for more information or to receive a Play Activities Guide.

USAPL Meet Offers Special Olympics Division

Special Olympics powerlifters are invited to participate in a USA powerlifting and bench press championship on April 5 in Richmond. The registration deadline is March 14. Additional information is included as a separate attachment.

2008 Volunteer Conference

The 2008 volunteer conference will be a combined coaches' education and leadership conference. All coaches, competition volunteers, area coordinators, area chairs and local coordinators are encouraged to attend.

The conference will be held this summer most likely in the central part of the state. More information will be available in the spring.

Polar Plunge

The temperature is falling and it's time to start soliciting plungers and sponsors for the 2008 Polar Plunge, set for Feb. 2, 2008. Area and local programs can earn 75 percent of the funds raised with the remaining 25 percent going towards event expenses. You must write your Area number and Local program (if appropriate) as the first part of your team name in order to have the money you raise returned to your Area or Local program. You must raise a minimum of \$100 to plunge.

Area programs are encouraged to solicit plungers in their community prior to the plunge. However, please refrain from recruiting plungers during plunge weekend. Such activity could jeopardize the continuation of this fundraising opportunity for Area and Local programs. This year, we will once again have our Athlete VIP tent located on the beach at 8th street. It will be a place to rest and relax during the plunge day. The tent will close at 1:30 p.m. and reopen at 1:45 p.m. to prepare for the athlete parade and plunge. At 1:45 p.m., athletes who are plunging will be welcomed back into the tent along with ONE plunge buddy per athlete. The athlete's plunge buddy must be a registered plunger.

For more information, visit the BRAND NEW Plunge Web site, www.polarplunge.com. Plungers also can set up online fundraising pages at www.firstgiving.com/sova -- this is an easy and fun way to reach family and friends! For any other Plunge questions, contact Debbie Apperson at dapperson@specialolympicsva.org or 877-874-7462.

Redskins Charity Challenge



Support Special Olympics Virginia through the Redskins Charity Challenge by December 31, 2007 and your donation will be doubled! The Washington Redskins are inviting individual fans

and businesses to donate funds, which will then be matched by a Charity Challenge Corporate Partner. Our partner is Dean Morehouse and MTM Builder/Developer Inc., who will match donations up to \$50,000! For more details or to donate, visit www.specialolympicsva.org and click on the Redskins Charity Challenge link at the top right of the Web page.

Macy's **Thanks for Sharing Program**

To all volunteers, Global Messengers and Special Olympics Virginia athletes who assisted in kicking off the Macy's Thanks for Sharing holiday promotion in September and October, THANK YOU for sharing your valuable time. We have received exciting news from our Macy's partners in Virginia as well as from Macy's South Headquarters in Atlanta, Georgia that in-store activations have reached a record high. Many of the seven Macy's locations that hosted Special Olympics Virginia guests during the kick-off period have already exceeded their fundraising goals--this could not have been achieved without your willingness to get out there to open hearts and change minds.

For more information about our statewide Macy's partnership, please visit our homepage at www.specialolympicsva.org

Congratulations go out as well to all local and area programs who benefited from the one day Shop for a Cause promotion on Saturday, October 13th. Richmond Urban Program volunteers raised over \$700 in one day. Non-profits across the nation raised over \$9.5 million thanks to this year's Shop for a Cause shopping pass sales, so contact your local Macy's store for information on how to participate next year. In return for your hard work in 2007, Macy's has promised to increase their volunteer efforts at the Summer Games Victory Dance, so get ready to boogie with Macy's in 2008!

Happy Holidays

On behalf of the entire SOVA staff, we wish you happy holidays and best wishes for 2008.

Thank you for all of your efforts on behalf of the athletes you serve. You make the world a brighter place by giving your time and talents to make the lives of others better.

PROTECTIVE BEHAVIORS TRAINING POLICY

On behalf of the Special Olympics U.S. Risk Management and Insurance Task Force (RMITF), we wish to announce that the new online Protective Behaviors training material has been finalized and is ready for implementation by all Areas. The new training material is a critical tool for protecting Special Olympics athletes from sexual, physical, and emotional abuse. **Each Area must incorporate the new Protective Behaviors training into its regular ongoing training for all Class A Volunteers aged 16 and over.**

ONLINE PROTECTIVE BEHAVIORS TRAINING

How does the new system work?

- The new Protective Behaviors training is “housed” on SOI’s Web site. SOVA will place a link to the training on its own Web site and direct Class A Volunteers to this link (<http://www.specialolympics.org/protectivebehaviors>). Each volunteer will then be able to complete the training at his/her convenience. Once a volunteer completes the training by passing a test taken at the end of the course, SOVA will receive email notification that the individual has successfully completed the training. This information will then be recorded in SOVA’s volunteer database and will be included in the weekly volunteer eligibility reports sent to Area Coordinators.

What if a volunteer does not have internet access?

- Most public libraries have computers with internet access for use by the general public. In addition, hard copies of the training can be mailed to volunteers. Volunteers that do not take the course online must submit the test to SOVA’s Richmond office in order to complete the training process.

Can Areas meet the policy requirements via group training sessions?

- Yes. Areas may obtain a CD copy of the training materials for use in group settings. However, each volunteer must take the required test and pass with 100% proficiency in order to satisfy the training requirement. Tests must be submitted to SOVA’s Richmond office in order to complete the training process.

PROTECTIVE BEHAVIORS TIMELINE/FREQUENCY

New Class A Volunteers

- Areas shall not permit a new Class A Volunteer applicant to participate as a Class A Volunteer until that person has completed the Protective Behaviors training.

Existing Class A Volunteers

- Areas must ensure that all existing Class A Volunteers complete the Protective Behaviors training by December 31, 2007.

All Class A Volunteers

- All Class A Volunteers must complete the training at least once every three years.

CONCLUSION

The implementation of the new Protective Behaviors training policy will help protect Special Olympics athletes from sexual, emotional and physical abuse. Protecting US Programs from substantial legal liability and adverse publicity is an important byproduct of such training.

Attachment 2

Class A Volunteer Requirement for State Games

Description: All volunteers registered as part of an Area delegation must be approved Class A Volunteers. Class A Volunteers include head of delegations, head coaches, assistant coaches, chaperones and partners. An approved Class A Volunteer is someone who:

- Completes a Class A Volunteer registration form including photo ID verification.
- Undergoes a background check (adults) or submits two references (minors).
- Meets the eligibility requirements outlined in SOVA's Volunteer Eligibility Policy.
- Completes the Protective Behaviors training (ages 16 and over).

State Games Registration Process:

1. Areas will receive a Master Class A Volunteer List similar to the Master Athlete List with each registration packet.
2. Areas will register all head of delegations, coaches, chaperones and partners for the event by name and will include a sufficient number of alternate coaches, chaperones and partners in the event that a registered Class A Volunteer cannot attend the event.
3. Areas will check-off all volunteers attending the state competition on the Master Class A Volunteer List and write-in any volunteers registered for the event who are not on the list.
4. Area Coordinators and HODs will receive a list of volunteers that must complete their Class A Volunteer status in order to attend the upcoming event.
5. Areas will have until a designated date to submit Class A Volunteer registration forms for volunteers on the list. (Generally, 10 days before the event.)
6. SOVA staff will screen Class A applicants on the same day that the Class A Volunteer Form is received.
7. Volunteers on the list will have until a designated date to complete the Protective Behaviors training. (Generally, 10 days before the event.)
8. The Head of Delegation and Area Coordinator will periodically receive an updated list of ineligible volunteers.
9. Once the deadline is past, all head of delegations, coaches, chaperones and partners registered for the event as participants or alternates that are not approved Class A Volunteers will be scratched from the event.

Attachment 3



STATE GAMES DEADLINE POLICIES

- All State Games Paperwork is due in to the State Office (Richmond location) by no later than 5:00 PM on the deadline date. (This includes emails, faxes, and standard mail packages.)
- Paperwork not received by the deadline will only be accepted as follows:
 - The Area will be assessed a \$250 late fee which must be paid with the packet.
 - After 5 business days no paperwork will be accepted, which means by 5:00 PM the following week.

STANDARD MAIL PROCEDURES

- If you are sending paperwork via standard mail the postmark date must be at least one day prior to the deadline. (If it is one day prior you should mail it overnight to ensure prompt delivery by the due date.)
- We also ask you to follow up with a phone call to alert us you have mailed the packet out.
 - Please contact Annette Bailey at (804) 726-3019 or toll free at 800 346-4653 extension 3019.

FAXING PROCEDURES

- If you are faxing paperwork, you must follow it up with a phone call to ensure that we have received the paperwork. Do not wait a day to call, call immediately before/after you send the fax. (We will not accept responsibility if we are not notified that it is coming.)
 - Please contact Annette Bailey at (804) 726-3019 or toll-free at 800 346-4653 extension 3019.

ELECTRONIC PROCEDURES

- When emailing information, the state office will send a reply message acknowledging that we have received the information you sent.
- We do ask when emailing that you email to both State Games Directors who are:
 - Leisha Daniel, Director of Events
ldaniel@specialolympicsva.org
 - Brooke Maloy, Director of Sports & Competition
bmaloy@specialolympicsva.org



Special Olympics
Virginia

Deadlines for State Events through Summer Games 2008

Golf Championships

July 30 – Original Quota and State Golf Registration Packet sent to Areas

August 8 – Quota Requests / Releases due

August 13 – Quota Redistribution for State Golf Championships, assuming all Areas turned in Quota Requests / Releases

September 5 - Golf Championships Registration Deadline

October 10 - Medicals/Partner Forms due for State Golf Championships by 5:00 pm to Harrisonburg Office

October 20 - Golf Championships at First Tee of Chesterfield

Fall Championships

September 10 - Original Quota and Fall Championships Registration Packet sent to Areas

September 19 - Quota Requests / Releases due

September 24 - Quota Redistribution for Fall Champs, assuming all Areas turned in Quota Requests / Releases

October 5 - Fall Championships Registration Deadline

October 24 - Medicals/Partner Forms due for Fall Championships by 5:00 pm to Harrisonburg Office

October 24 - Class A Volunteer Forms due for Fall Championships by 5:00 pm to Richmond Office

November 3 & 4 - Fall Championships and SOVA Masters Golf Tournament.

Winter & Alpine Championships

November 12 - Original Quota and Winter & Alpine Championships Registration Packets sent to Areas

November 21 - Quota Requests / Releases for Alpine & Winter Championships due

November 26 - Quota Redistribution for Winter Champs & Alpine, assuming all Areas turned in Quota Requests / Releases

December 14 - Winter & Alpine Skiing Registration Deadline

January 9 - Medicals/Partner Forms due for Winter & Alpine Skiing Championships by 5:00 pm to Harrisonburg Office

January 9 - Class A Volunteer Forms due for Winter & Alpine Championships by 5:00 pm to Richmond Office

January 9 - Deadline for all Class A Volunteers registered for Winter & Alpine Championships to complete Protective Behaviors Training.

January 18 & 19 - SOVA Winter Championships

January 28 & 29 - Alpine Skiing Championships

Basketball Championships

January 21 - Original Quota and Basketball Championships Registration Packet sent to Areas

January 30 - Quota Requests / Releases for Basketball Championships due by 5:00 pm

February 4 - Quota Redistribution for Basketball Championships

February 15 - Basketball Championships Registration due by 5:00 pm to Richmond office.
After 5:00 pm, \$250.00 registration fee assessed.

February 22 - Last date to turn in Basketball Registration Packet in order to participate in event;
due to Richmond office by 5:00 pm. No packets accepted after 5:00 pm.

March 5 - Medicals/Partner Forms due for Basketball Championships by 5:00 pm to
Harrisonburg Office

March 5 - Class A Volunteer Forms due for Basketball Championships by 5:00 pm to Richmond
Office

March 5 - Deadline for all Class A Volunteers registered for Basketball Championships to
complete Protective Behaviors Training.

March 14 & 15 - Basketball Championships

Summer Games

April 2 - Original Quota and Summer Games Registration Packet sent to Areas

April 16 - Quota Requests / Releases for Summer Games due by 5:00pm

April 21- Quota Redistribution for Summer Games

May 2 - Summer Games Registration Deadline due by 5:00 pm to Richmond office; \$250.00
registration fee assessed after 5:00 pm

May 9 - Last date to turn in Summer Games Registration Packet in order to participate in event;
due to Richmond office by 5:00 pm. No packets accepted after 5:00 pm.

May 21 - Medicals/Partner Forms due for Summer Games by 5:00 pm to Harrisonburg Office.

May 21 - Class A Volunteer Forms due for Summer Games by 5:00 pm to Richmond Office

May 21 - Deadline for all Class A Volunteers registered for Summer Games to complete
Protective Behaviors Training.

June 6 - 8 - Summer Games



Special Olympics
Virginia

Procedural Changes for 2008

Starting with the registration packet for Basketball Championships, we will be implementing the following changes.

1) Quota Request and Releases

- a) We currently have a number of areas who drop a significant amount of their quota after the release date. This penalizes athletes from other Areas who are on a waiting list to participate in the event. Areas who continue to do this will have their quota reduced for future events.

2) Registration Procedures

- a) All registration packets will be sent directly from the Area to the Richmond SOVA office. The registration packet must have all forms associated with the registration packet filled out and returned with the packet to be complete. This includes the Master Athlete/Partner List and the Master Class A Volunteer List. We will speak directly with the HOD to fix all problems that the package may have.
- b) Due to the increasing number of late registration packets preventing SOVA from getting information turned around in a timely fashion, SOVA will be adopting the following procedures:

- 1.) All Areas who turn their packets in by 5:00 pm the day of the deadline will not incur a registration fee. At 5:01 pm on the day of the deadline, if the packet is not in the SOVA Richmond office, the Area will be assessed a \$250.00 registration fee.

- 2.) If an Area does not turn their packet in by the due date, the area then has until the following Friday (5 business days) after the deadline to submit their packet. If the registration packet is not turned in by 5 pm the Friday after the registration deadline, the Area will not be allowed to participate in the event.

Example:

Basketball Championships

Registration Deadline: February 15, 2008, 5:00 PM

After 5:00 PM on February 15, 2008 until February 22, 2008, 5:00 PM, the Area will be allowed to register for the event and will be assessed a \$250.00 registration fee.

It is the Area's responsibility to make sure the packet is in SOVA's Richmond office by 5:00 PM on the day of the deadline. If the Area is planning on mailing the packet, it is the Area's responsibility to make sure the registration packet arrives on time. We suggest using UPS or FedEx. If the Area chooses regular mail, it is their responsibility to make sure it arrives here on time.

Please note: The deadline date for medicals & unified partners still stands. The medical forms & unified partners forms are due to the Harrisonburg office by 5:00 pm on the posted deadline. No forms will be accepted after 5:00 pm, which will result in the athletes and/or unified partners being scratched from the event. If an athlete and/or unified partner gets scratched, it is then the Area's responsibility to call the athlete and let him/her know.

3) Coaches and Chaperones

- a) Due to the Area's increased needs for coaches and chaperones, the former ratio of 4 athletes to 1 coach/chaperone will be lowered. The following ratios will be followed:

Coaches

Wheelchair Athletes: 1 athlete to 1 coach or chaperone

Remainder of Athletes: 3 athletes to 1 coach

Chaperones

1 chaperone for every 15 athletes in the delegation will be permitted*

This number will be rounded up or down accordingly

Example:

Area A is coming to Summer Games with a delegation of 57 athletes including 2 wheelchair athletes.

Athletes:

2 Wheelchair

55 athletes

Coaches:

2 coaches or chaperones (1:1 ratio)

18 coaches ($55/3 = 18.33$) (3:1 ratio)

Chaperones:

4 additional chaperones ($57/15 = 3.8$) (15:1 ratio)

Overall, this delegation will be bringing 81 people with them to Summer Games.

57 athletes: 24 coaches/chaperones.

4) Buddies for Summer Games

As everyone is aware, the Summer Games are the only event in which we have buddies. We have tried many different ways to assign buddies, but have not yet come up with a good system in order to effectively use people who have signed up to become buddies. While the buddy program is a great avenue for athlete interaction, the buddy system is our largest area of complaint. Because many Areas do not arrive to pick up their buddies on time, many buddies are left sitting for up to two hours and we end up with corporate groups leaving unhappy. The other factor is coaches using buddies as replacement coaches and many buddies are not happy about this situation.

To remedy this problem, we will not use buddies for Summer Games 2008. We will add more escorts to the competition venues.

5) Advance Head of Delegation

SOVA will ask for all Areas to choose an Advanced Head of Delegation (AHOD) for the events below. The AHOD should plan to arrive prior to the start of the event and perform, at a minimum, the following job duties:

- ❖ Attend the AHOD meeting prior to the arrival of the delegations and start of the event
- ❖ Receive any pertinent information regarding the event
- ❖ Disseminate all information to the HOD and delegation members
- ❖ Review and edit the housing lists.

****There will be no charges assessed to the Area programs for the AHOD****

Basketball Championships

Event Start Date: Friday @ 2:00 PM

AHOD Arrival Date: Friday @ 9:00AM

(Housing available Thursday night if outside of 60 mile radius)

Summer Games

Event Start Date: Friday @ 1:00 PM

AHOD Arrival Date: Thursday @ 8:30PM

Fall Championships

Event Start Date: Saturday @ 11:00 AM

AHOD Arrival Date: Friday @ 8:30PM

For Areas who are day participants only, an AHOD is not necessary, but the HOD for that event will be required to attend the pre-event meeting with the AHOD's. If the HOD cannot attend the pre-event meeting, then the Area will need to assign an AHOD.

6) Athlete Curfew

All athletes are expected to be checked into their rooms and remain there by 11:00 PM. Unless there is an emergency, no athlete should be out of their room after 11:00 PM. It is the responsibility of the HODs, coaches and chaperones to make sure that all athletes stay in their rooms after the set curfew. If an athlete is found outside of their room by a SOVA staff member, security staff, or a hotel employee on a non-emergency basis or without the knowledge of their coach or chaperone, the following action will take place:

- ❖ HOD will immediately be notified
- ❖ HOD will notify athletes' coach
- ❖ Athlete's name will be taken down and athlete will be written up.
- ❖ If the athlete(s) is/are found in the hall(s) again that night or any night for the remainder of the competition if it is a two night stay:
 - a) If it is the night before a competition, the athlete will be disqualified from all events. The HOD will be in charge of contacting the athletes parent(s) to explain why their athlete is not competing.
 - b) If it is a night after all competitions have ended, the athlete will not be allowed to attend the next state tournament. The HOD will be in charge of contacting the athletes parent(s) to explain why their athlete is not allowed to compete in the next state event.

All curfew violation write ups will be kept on file for one year. If an athlete receives more than three write ups in the same year, the athlete will not be allowed to come to state events for one year following the last write up. SOVA will notify Section Director, Area Coordinator and athletes parents that the athlete may not attend state events for one year.