



**Special Olympics
Pennsylvania Summer Games
June 6 - 8, 2024**

2024 COACHES HANDBOOK

2024 SUMMER GAMES COMMITTEE

Management Team

Paul Funari, Event Director
Steve Oskin, Director of Administration
Sue Myers, Director of Support Services
Sue Paterno Director of Special Events

Competition

Tom Hilands, Swimming
Christine Masters, Athletics
Robert Masters, Athletics
Kim Smith, Skills Basketball
Jack McDougal, 5v5 Basketball
Chris Charney, 3x3 Basketball
Sue Cavanaugh, Equestrian
Bob Langton, Golf
Karen Stupak, Gymnastics
Janice Keough, Softball
Bill Keough, Softball
Mary Lou Schaaf, Softball Skills
Ann Migdal, Softball Skills
Tom Flynn, Tennis

Sport Directors

Alice Moat, Swimming
Scott Otterbein, Athletics
Megan Hance, Equestrian
Karen Stupak, Gymnastics

Volunteers

Bikem Oskin

Operations

Larry Beahm, Ask Me
Jayme Galdieri, Athletic Trainers
Kristin Mantle, Athletic Trainers
Melody Matter, Logistics
Rick Vaughan, Transportation

Special Events

Ellen Frederick, Ceremonies
Dave Will, Ceremonies
Shelly Vaughan, Ceremonies
Carolyn Donaldson, Ceremonies
Vic Campbell, SOS
Jake Bayus, Olympic Village
Mona Muzzio, Olympic Village
Taylor Guelich, Olympic Village
Nancy Smeal, Olympic Village
Bernie Clark, Olympic Village
Judy Speedy, Olympic Village
Jason Winfield, Sports Fest
Marie Mayotte, Sports Fest

Support Services

Susan Santos, Food Services
Bill Waugh, Water Truck
Brenden Bagley, Signage
Gina Rossi, OPP
Jack Sinclair, Box Lunches
Dustin Zarworsky, Box Lunches

SOPA Staff Liaison

Erika Christiansen, Central Competition
Director

NEW FOR 2024

HOUSING - All delegations will be housed in East Halls this year. Please take the time to become familiar with the layout of these areas.

DINING - Delegations will eat at Findlay Dining Commons. We request that you get your food, eat and then leave. Please do not “hang out” in the dining area. We need to get as many people through the lines. If you are just sitting that holds up the service. You may choose to get your food to go in a “to-go container” and eat with your friends and delegations either at tables in the cafe on the first floor or outside.

Parking:

You are permitted to park in any **NUMBERED** parking lot around East Halls and South Halls. Lot 81 or lot 82. Overflow parking for East halls is the East Parking Deck. Do NOT park on a street or in a parking lot that starts with a letter. Also, pull offs along Park Avenue Road (East Halls) are reserved for buses. If you park in any of these spots you will be ticked and/or towed. No matter where you park, we recommend that you place a sign in your window with your name and contact information in case you have to be moved for any reason.

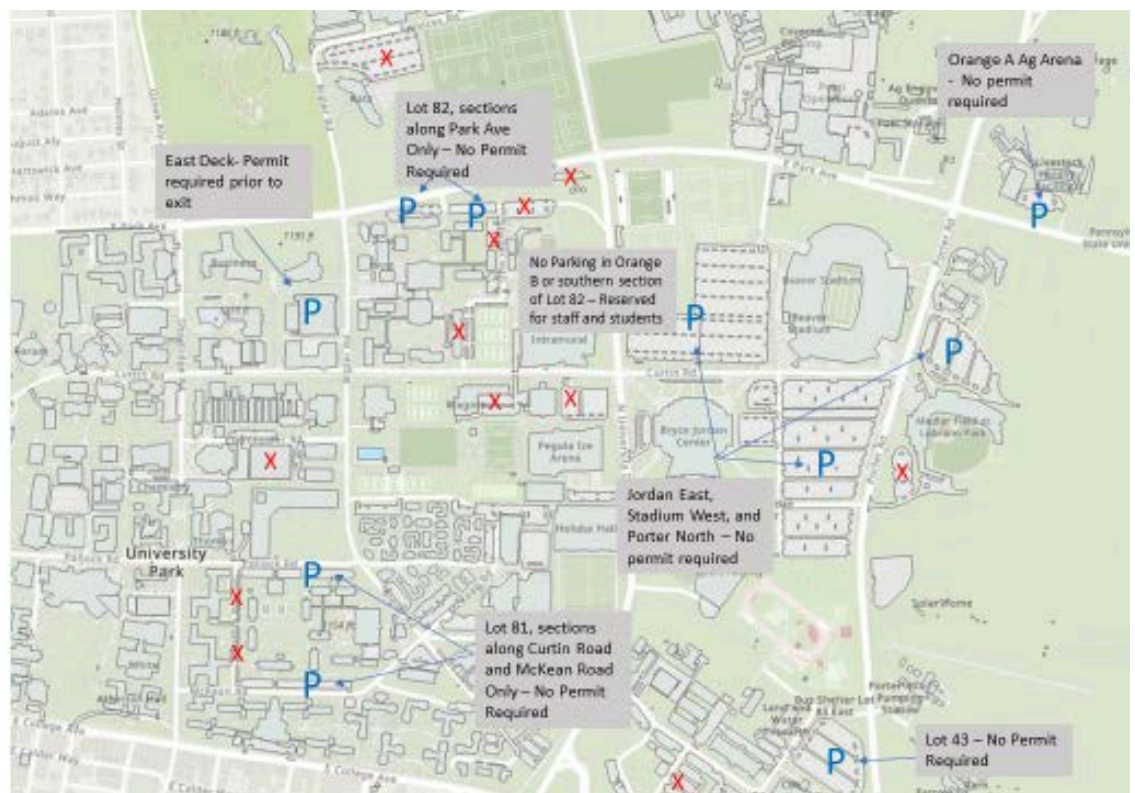
Parking for Special Olympics staying in the Campus Residence Halls

Parking is available at no charge in the following lots, no permit required except at East Deck. (If you park at East Deck come to SOS desk at 124 Johnston Commons for a pass before you depart the deck):

- East Deck (need pass to exit)
- Lot 43
- Stadium West
- Jordan East
- Porter North
- Orange A Ag Arena

Lot 82 – Section along Park Avenue only

Lot 81 – Sections along Curtin Road and McKean Road only

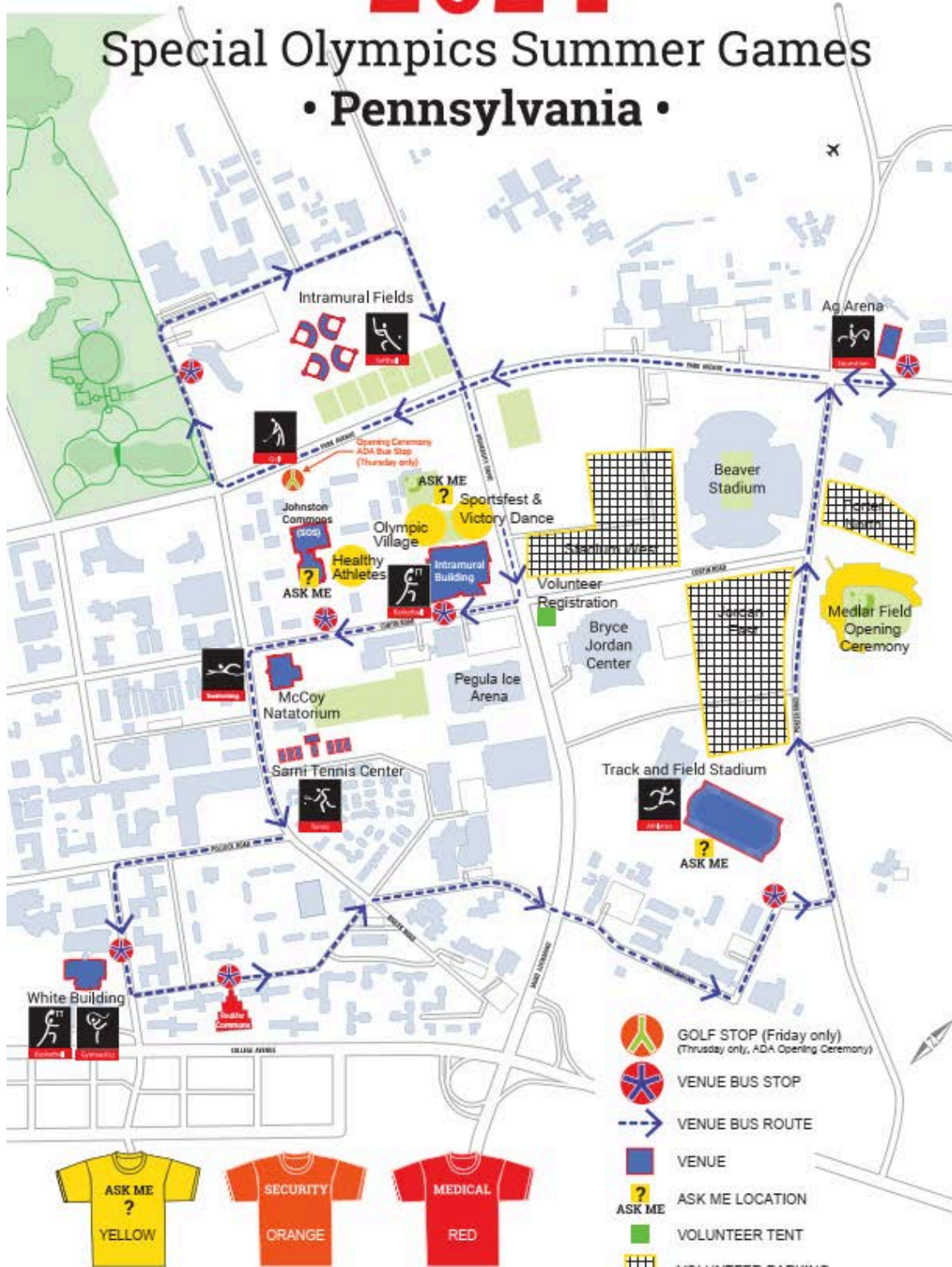




WELCOME ATHLETES

2024

Special Olympics Summer Games • Pennsylvania •



Need assistance? Someone in these colors can help.
In case of emergency dial 911

WEDNESDAY, June 5, 2024		
2:00 pm – 5:00 pm	Head of Delegation (HOD) Reg/Key Pick-up	122 Johnston Commons
5:00 pm - 6:00 pm	Head of Delegation Meeting	122 Johnston Commons
5:00 pm – 8:00 pm	Early Horse Arrival	Snider Ag Arena
5:00 pm - 7:30 pm	Head of Delegation Dinner	Findlay Dining Commons
THURSDAY, June 6, 2024		
6:30 am – 11:00 pm	SOS Operations Center	124 Johnston Commons
7:30 am - 8:30 am	HOD & Wednesday Night Guest Breakfast	Findlay Dining Commons
7:00 am - 7:00 pm	Volunteer Registration Tent	Curtin Road and University Drive
7:00 am – 11:00 am	Horse Arrival	Ag Arena Stable
9:00 am – 12:00 pm	Delegation Registration Open	122 Johnston Commons
10:00 am - 12:00 pm	Athlete/Coach Arrival/Bus Staging	Porter North Lot @Medlar Field
11:30 am - 12:30 pm	HOD & Wednesday Night Guests Lunch	Findlay Dining Commons
11:45 am - 5:00 pm	Bus Loop	East Dorms
11:00 am – 12:00 pm	Equestrian - Head Coaches Meeting	Snider Ag Arena
	Equestrian - Horse Assignments	Snider Ag Arena
12:00 pm – 4:00 pm	Equestrian – Trail Class	Snider Ag Arena
12:45 pm	Head Swim Coaches meeting@ staging tent	Outdoor Pool
1:00 pm – 5:00 pm	Swimming Prelims/Finals	Outdoor Pool
1:00 pm – 5:00 pm	Healthy Athletes - Opening Eyes	Johnston Commons Patio
	Healthy Athletes-FUNFitness	Johnston Commons Patio
	Healthy Athletes- Fit Feet	Johnston Commons Patio
	Healthy Athletes- Special Smiles	Johnston Commons Patio
	Healthy Athletes-Health Promotion	Johnston Commons Patio
	Healthy Athletes- Strong Minds	Johnston Commons Patio
	Healthy Athletes- Healthy Hearing	Johnston Commons 103
12:00 pm – 4:00 pm	Tennis Athlete Rating & Warm-Up	Sarni Tennis Facility
	Tennis – Individual Skills (Prelims + Finals)	Sarni Tennis Facility
12:00 pm - 4:00 pm	Golf Express Bus	Park Avenue near East Halls
1:00 pm – 4:00 pm	Softball – Traditional & Unified Team Prelims	Park Avenue Fields
	Athletics - Competition	PSU Track
	Golf – Day 1 Competition	9 Hole Centre Hills Golf Course
	Basketball 5v5 Preliminary Competition	IM Building
	Basketball 3x3 Preliminary Competition	White Building Gym
1:00 pm - 4:00 pm	Olympic Village	Grassy Area behind IM Building
1:00 pm - 4:00 pm	The AHN Chill Room	IM Building, Room 8
1:00 pm – 4:00 pm	Gymnastics Prelims	White Building, Room 107
4:00 pm	Gymnastics Head Coaches Meeting	White Building
4:00 pm	Tennis Head Coaches Meeting	Sarni Tennis Center
3:00 pm - 6:30 pm	Dinner	Findlay Dining Commons
4:45 pm	Softball Team Divisioning Meeting	Park Avenue Fields Admin Tent
5:00 pm - 7:00 pm	VIP Reception / Unified Sports Experience	Porter Gardens, Medlar Field
5:45 pm - 6:30 pm	Opening Ceremonies Staging	Stadium West Parking Lot

THURSDAY, June 6, 2024 (continued)

6:40 pm – 7:10pm	Delegation Walk to Medlar Field	Curtin Road to Medlar Field
7:15 pm – 8:30 pm	Opening Ceremonies	Medlar Field
9:30 pm – 10:00 pm	Head Coaches Meetings	
	- Golf	TBD Switching rooms to be closer to East Halls
	- Softball	TBD Switching rooms to be closer to East Halls
	- Athletics	TBD Switching rooms to be closer to East Halls
9:30 pm – 10:30 pm	Head Coaches Meetings	
	- Swimming	TBD Switching rooms to be closer to East Halls
	- Basketball 5v5 and Individual Skills	TBD Switching rooms to be closer to East Halls
	- Basketball 3x3	TBD Switching rooms to be closer to East Halls

FRIDAY, June 7, 2024

6:30 am – 11:00 pm	SOS Operations Center	124 Johnston Commons
6:00 am – 9:30 am	Breakfast	Findlay Dining Hall
7:00 am – 7:30 am	Head of Delegation Meeting	122 Johnston Commons
7:00 am – 6:00 pm	Bus Loop	East and South Dorms
7:00 am – 4:00 pm	Golf Express Bus	Park Avenue near East Halls
7:00 am – 8:00 pm	Volunteer Registration Tent	University Drive & BJC corner
8:00 am – 8:30 am	Equestrian - Trail Awards	Snider Ag Arena
8:00 am – 5:00 pm	Swimming Competition	Outdoor Pool
8:00 am – 4:30 pm	Athletics Competition	PSU Track
8:30 am – 12:00 pm	Golf Competition	9 Hole Centre Hills Golf Course
8:30 am – 1:30 pm	Equestrian – Dressage Competition	Snider Ag Arena
8:00am – 5:00pm	Basketball 5v5 Competition	IM Building
9:00 am - 10:30 am	Basketball Individual Skills Preliminaries	IM Building
9:00 am – 5:00 pm	Basketball 3x3 Competition	White Building Gym
9:00 am – 11:30 am	Tennis Competition	Sarni Tennis Facility
8:00 am – 4:00 pm	Gymnastics Competition	White Building, Room 107
9:00 am – 4:00 pm	Healthy Athletes – Healthy Hearing	Johnston Commons Room 103
9:00 am – 5:00 pm	Healthy Athletes – Opening Eyes	Johnston Commons Patio
	Healthy Athletes – Fit Feet	Johnston Commons Patio
	Healthy Athletes - Health Promotion	Johnston Commons Patio
	Healthy Athletes – Special Smiles	Johnston Commons Patio
	Healthy Athletes – FUNfitness	Johnston Commons Patio
	Healthy Athletes – Strong Minds	Johnston Commons Patio
9:00 am - 5:00 pm	Softball – Team Competition	Park Avenue Fields
10:00 am – 4:00 pm	Olympic Village	Grassy Area behind IM Building

10:00 am – 4:00 pm	The AHN Chill Room	IM Building, Room 8
10:30 am – 12:00 pm	Swimming Fundamental Events Prelims	Outdoor Pool
	Softball Individual Skills Preliminaries	Park Avenue Fields
10:00 AM -12:00 PM		
11:00 am – 2:00 pm	Lunch	Findlay Dining Commons
12:00 pm – 1:00 pm	Golf – Lunch	9 Hole Centre Hills Golf Course
12:00 pm – 1:30 pm	Equestrian – Showmanship	Snider Ag Arena, grass area
12:30 pm – 1:30 pm	Golf Awards – All Levels (1, 2 & 4)	9 Hole Centre Hills Golf Course
1:00 pm	Gymnastics Head Coaches Meeting	White Building, Room 107
1:30pm – 2:00 pm	Equestrian - Dressage Awards	Snider Ag Arena
1:30pm – 3:00pm	Basketball Individual Skills Competition	IM Building
1:30 pm – 5:00 pm	Tennis Competition – Singles/Doubles	Sarni Tennis Facility
	Tennis Competition – Short Court	Sarni Tennis Facility
2:00 pm – 4:30 pm	Equestrian - Gaming/Relay Competition	Snider Ag Arena
3:00 pm	Basketball Individual Skills Awards	IM Building Tennis Courts
4:00 pm – 7:00 pm	Dinner	Findlay Dining Commons
4:30 pm	Gymnastics Awards	White Building
5:30 pm - 9:00 pm	Sports Fest	Grassy Area behind IM Building
7:00 pm - 9:30 pm	Victory Dance	Grassy Area behind IM Building
7:00 pm - 9:00 pm	SOPA Gear Store	Grassy Area behind IM Building
9:30 pm	Head Coaches Meetings	
	- Basketball 5v5 and Individual Skills	TBD Switching rooms to be closer to East Halls
	- Basketball 3x3	TBD Switching rooms to be closer to East Halls
9:30 pm – 10:00 pm	Head Coaches Meetings	
	- Softball	TBD Switching rooms to be closer to East Halls
	- Athletics	TBD Switching rooms to be closer to East Halls
9:30 pm – 10:30 pm	Head Coaches Meeting – Swimming	TBD Switching rooms to be closer to East Halls
Saturday, June 8, 2024		
6:00 am –9:30 am	Breakfast	Findlay Dining Commons
7:00 am – 7:30 am	Head of Delegation Meeting	122 Johnston Commons
7:00 am – 4:00 pm	Bus Loop	East Dorms
7:00 am – 4:00 pm	Volunteer Registration	University Drive & BJC corner
8:00 am – 3:30 pm	Swimming Competition and Awards	Outdoor Pool
8:00 am – 1:00 pm	Gymnastics Competition	White Building
8:00 am – 2:00 pm	Basketball 5v5 Competition and Awards	IM Building
8:00 am – 3:30 pm	Athletics Competition and Awards	PSU Track
8:30 am – 10:00 am	Equestrian - English Equitation	Snider Ag Arena
9:00 am – 12:00 pm	Tennis Competition – Finals	Sarni Tennis Facility
9:00 am –1:00 pm	Basketball 3x3 Competition and Awards	White Building Gym
9:00 am – 2:30 pm	Softball Team Competition	Park Avenue Fields
10:00 am – 12:00 pm	Equestrian - Western Equitation	Snider Ag Arena

9:30 am – 12:00 pm	Softball Individual Skills Finals	Park Avenue Fields
10:30 am – 12:00 pm	Swimming Fundamental Finals & Awards	Outdoor Pool
10:00 am – 2:00 pm	Olympic Village	Grassy Area behind IM Building
10:00 am – 2:00 pm	The AHN Chill Room	IM Building
11:00 am – 2:00 pm	Lunch	Findlay Dining Commons
1:00 pm	Softball Individual Skills Awards	Tent at Johnston Commons
1:00 pm	Gymnastics Awards	White Building
2:00 pm	Tennis Awards	Tent at Johnston Commons
2:30 pm	Softball Teams Awards	Tent at Johnston Commons
Until 3:30 pm	Bag Lunch Pickup for those registered for early pickup	Bryce Jordan Center - Dock
4:00 pm – 6:00 pm	Key Return	East and South/Redifer Commons – Housing Desk
4:00 pm – 6:00 pm	Bus Staging and Departure	Porter North Lot @Medlar Field

GOOD LUCK, HAVE FUN!

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ADMINISTRATION

Directions to Penn State University:

<http://m.psu.edu/map/directions.php>

From Northeast & Northwest:

Take Interstate 80 to Bellefonte Exit 161 (old exit #24) to Route 220 South to State College. **Take** Exit 74 to Penn State University/Innovation Park. After taking the exit stay in the left lane and follow signs to Penn State University. This off-ramp becomes Park Avenue. Travel straight on Park Avenue through to the 4th light and turn left onto Porter Road and follow directions from University Officials who are directing traffic.

From Central & Southeast:

Pennsylvania Turnpike (Interstate 76) to Exit 247 (old exit 19 Harrisburg East). Follow signs to 322 West and State College. Take the Innovation Park/Penn State University Stadium Exit. At the traffic light, bear right onto Park Avenue. Travel straight on Park Avenue through to the 3rd light and turn left onto Porter Road and follow directions from University Officials who are directing traffic.

From Pittsburgh & Southwest:

Pennsylvania Turnpike (Interstate 76) to Exit 146 (old exit 11 Bedford). 220 North to 322 East. Take Exit 73 Innovation Park/Penn State University Stadium Exit onto Park Avenue. At the traffic light, bear right onto Park Avenue. Travel straight on Park Avenue through to the 2nd light and turn left onto Porter Road and follow directions from University Officials who are directing traffic.

Directions to Off-Campus Venues & Stores:

Golf - 9 Hole Centre Hills Country Club: 438 Scenery Drive, State College, PA 16801

Important: Golf competition is held at the 9 hole course that is separate from the main Centre Hills Country Club.

From Bryce Jordan Center Parking Lot, make a left onto Curtin Road. Beaver Stadium is directly across from you. At the stoplight turn left onto University Drive. At fifth stop light (just about two miles); turn left onto Business Route 322. At 4th light (one mile), turn left onto Scenery Drive. Travel 5/10 of a mile into the residential community of Canterbury Crossings and turn left after the 2nd house (4th left turn). Golf course is directly in front of you.

To the Closest Hospital:

Mount Nittany Medical Center: **1800 E Park Ave, State College, PA 16803**

From Bryce Jordan Parking Lot, make a right onto Curtin Road; at the stop sign make a left onto Porter Road. At the stoplight turn right onto Park Avenue. At the first stoplight turn right onto Hospital Drive and follow Hospital Drive to the emergency room entrance.

To Target: 201 W Beaver Ave, State College, PA 16801

From Bryce Jordan Center parking lot, turn left onto Curtin Road (Beaver Stadium is in front of you). At the stoplight, turn right onto University Drive. At first stoplight, turn left onto Park Avenue. Continue on Park Avenue until you reach the stoplight for North Atherton. Make a right onto North Atherton and travel to either the 10th or 11th stoplight and Target is on your right.

To Wal-Mart: 1665 N Atherton St, State College, PA 16803

From Bryce Jordan Center parking lot, turn left onto Curtin Road (Beaver Stadium is in front of you). At the stoplight, turn right onto University Drive. At first stoplight, turn left onto Park Avenue. Continue on Park Avenue until you reach the stoplight for North Atherton. Make a right onto North Atherton and travel to the 6th stoplight and Wal-Mart is on your right.

Lost & Found

Lost and found items can be taken to or picked up at Special Olympics Safety (SOS) to 124 Johnston Commons in East Halls. Their phone number is (814) 810-7750. After the Games, call the Norristown office at (800) 235.9058 ext. 238.

Alternates

1. Athletes may be registered in only one sport for each competition unless registration forms indicate that registration for or competition in multiple sports is allowed. In addition, an individual may be listed as an athlete or an alternate on only one team.
2. For **Individual Sports**, alternates must be activated by **Thursday, May 30th by 11:59 pm**. Individual sports include Alpine Skiing, Athletics, Basketball Skills, Bowling Singles, Cross Country Skiing, Equestrian, Figure Skating, Floor Hockey Individual Skills, Golf, Gymnastics, LDR/W, Powerlifting, Roller Skating, Soccer Skills, Speed Skating, Snowshoeing, Swimming, Tennis and Volleyball Skills.
Activation of alternates in individual sports will not be allowed at HOD or Delegation Registration at Summer Games.
3. For **Team Sports**, we encourage activation by the Thursday prior, but will continue to accept scratches and activations of alternates up through the end of registration at the event. Team sports include Basketball (3x3 and 5v5), Bocce Doubles, Bowling Doubles and Four Person Team, Floor Hockey, Soccer (5v5, 7v7 and 11v11), Softball and Volleyball.
4. At events where housing is provided alternates should be of the same gender and age range as the athlete they are replacing so they can be housed in the room vacated by the scratched athlete or there must be another existing room which can, in compliance with the SOPA Housing Policy, accommodate the activated athlete.
5. Forms will be sent to the Sports and Competition Coordinator after the registration deadline for use in submitting all scratches and activations. Please do not submit scratches and activations in any other manner than on the Summer Games Scratch and Activation Form.

Registration

HEAD OF DELEGATION ARRIVAL & REGISTRATION

Wednesday, June 5, 2024
2:00 pm - 5:00 pm
122 Johnston Commons

Heads of Delegation (HOD) are the only authorized people who may check in their athletes and coaches during registration, located in 122 Johnston Commons in the Housing Complex of Penn State University. The Head of Delegation will complete the declaration of athletes, receive additional Games materials and verify housing allotments. Heads of Delegation may park in East Parking areas.

If you park in any of the Parking Garages, please note you will be charged \$1.00 an hour. Parking Garages are free from Friday night at 6:00 pm to Sunday evening.

NOTE: Delegations' completed phone list MUST be received before delegation packets will be distributed.

*Remember your pillow and blanket! If you forget your pillow, you can purchase one at Wal-Mart, Target or the Nittany Mall. Directions to these locations are located on pages 10 and 11.

ROOM KEY DISTRIBUTION - Thursday, June 6, 2024
9:00 am - 12:00 pm - 122 Johnston Commons

Heads of Delegation will only have access to their own rooms on Wednesday night. The remainder of the room keys for each area/county will be available on Thursday morning. The room doors will be open on Wednesday night to give delegations an opportunity to prepare for the arrival of their delegation.

The Head of Delegation is responsible for returning the room keys of any person(s) who did not attend the Games (scratches). Keys must be turned in at 124 Johnston Commons located no later than 4:00 pm on Thursday, June 6th.

Room Card (Digital Key) for East Halls will be picked up at 124 Johnston Commons. Lost conference cards (digital room key) will have a replacement fee of \$20.00 per card. Conference card / lanyard / card holders do not need to be returned at departure on Saturday. All cards will deactivate (Rooms / Building / Meals) at the established check-out time coordinated with the program contact.

Do not write on loaner keys in marker or you will be billed for the replacement of the keys.
****If you accidentally take the loaner keys home with you, please do not send the loaner keys back. Any loaner key not returned at check-out is replaced immediately due to sports camps arriving on Sunday. After Saturday, your program will still be invoiced for the loaner key even if returned.**

DELEGATION ARRIVAL - Thursday, June 6, 2024

9:00 am - 12:00 pm - East Halls

When delegations arrive, the buses **MUST** check-in at the bus staging area on the east side of Beaver Stadium on Porter Road. The lot name is Porter North. This allows us to ensure that there is available space to park near your dorm, that volunteer assistance is available for you, to provide you with directions and a bus tag with your designated drop-off location, and to check off that your delegation has arrived.

The bus staging area is located on the east side of Beaver Stadium on Porter Road when headed south from Park Avenue, and on the south side of Beaver Stadium on Curtin road headed west. When arriving, please approach Beaver Stadium on Park Avenue. Turn onto Porter Road located on the east side of Beaver Stadium. On Porter Road, near the Stadium, there will be signs for Bus Arrival and a group of Arrival Volunteers in bright orange shirts to direct you to temporary parking and to provide you with further directions. **Please ensure that the bus driver knows the name of your delegation**, not just the area or city, so that we can provide you with accurate directions to your dorm and associated bus stop.

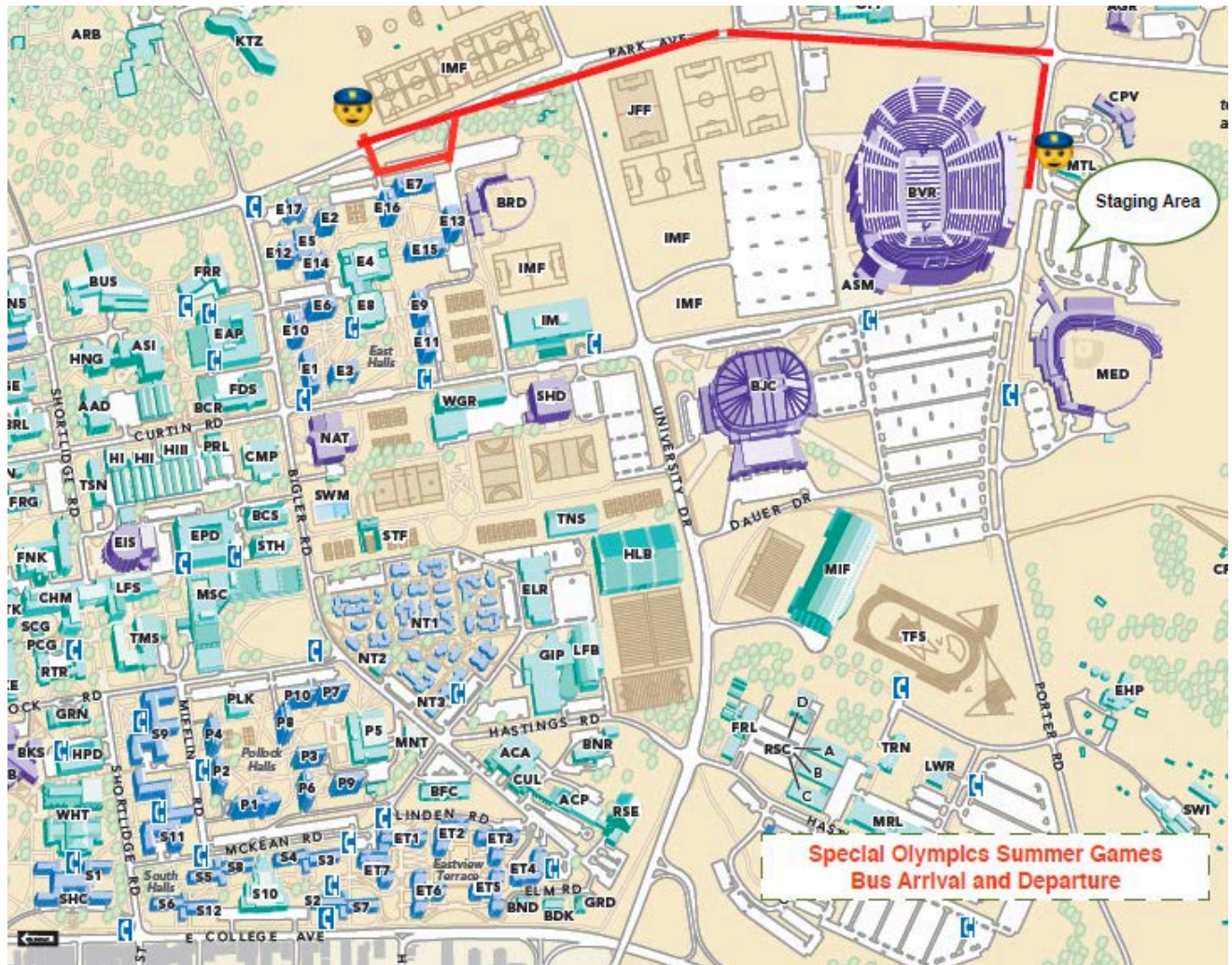
Volunteers are located both at the bus staging area and at the dorm bus stops. They are in radio communication to coordinate bus unloading to keep this running efficiently and safely. Once a drop-off spot is available near your dorm complex, the volunteer will provide you with directions to your designated bus stop. You will be assigned a drop off location at East Halls shown in the arrival map below. Directions to East Halls will be provided at Porter North lot to your driver once they are cleared to approach East Hall Dorms for unloading.

When approved by the staging area volunteer, please proceed directly from the staging area to the designated drop off area using the route below.

- Buses will stage at Porter North lot upon arrival and then be dispatched to the dorms. Buses will leave Porter North and drive down Park Ave directly to our designated bus unloading area behind East Halls.

At the drop off spot, you will be greeted by additional Arrival Volunteers to help coordinate your unloading and to provide directions to your dorm. General Volunteers will also be available at each drop off spot to assist the delegations with moving luggage into the housing facilities. Please unload your buses and luggage, and move to your dorms as quickly as possible to make room for buses from other delegations.

Arrival Maps



DELEGATION DEPARTURE - Saturday, June 8, 2024

Key Return – 4:00 pm to 8:00 pm

Horse Departure – 4:00 pm to 8:00 pm

Delegation Departure – 5:30 pm to 8:00 pm

Each Program's Head of Delegation should prepare to check out between 4:00 pm and 8:00 pm. **The HOD must return any loaner key to the Findlay Commons Desk located in East Halls.**

- **Conference Card (Digital room key), card holder, & lanyards do not need to be returned to East Commons Desk, they are for everyone to keep**
- **Delegations will be charged \$20.00 for any lost Conference Card**

As many of you have experienced, bus departure can be very hectic. We understand that everyone is excited to get home, and that many of you have long trips. Please follow these instructions to help us to ensure that your departure flows as quickly and safely as possible.

Bus departure follows the same process as arrival with the exception that bus staging occurs in the parking lot of Medlar Field as shown on the map. When buses arrive, they **MUST** check-in at the bus staging area at Medlar Field. Departure will be done on a rolling basis. If any buses arrive at the pick up locations near the dorms prior to the start of departure, or are without authorization, they will be directed back to the departure staging area and placed at the end of the line.

The bus Departure Staging Area is located in Medlar Field Parking Lot (Porter North is the name of the lot) across the street from the Arrival Staging area to allow more room for buses to wait until the delegations are ready to depart. The general directions to the bus departure staging are the same as arrival. When arriving, please approach Beaver Stadium / Medlar Field along Park Avenue. Turn onto Porter Road located on the east side of Beaver Stadium. On Porter Road, near the Stadium, there will be signs for Bus Arrival and Departure and a group of Arrival Volunteers in bright orange shirts to direct the bus to turn left off of Porter road into the Medlar Field Parking Lot and the bus staging area . **Please ensure that the bus driver knows the name of your delegation**, not just the area or city, so that we direct them to the correct staging area associated with your bus stop. In the past many bus drivers did not know the name of their delegations; this significantly delays your departure.

Your departure bus stop is the same as your arrival bus stop. Once your delegation is packed and ready to depart, have them remain in the dorms, or at an outdoor location away from the bus loading locations to avoid congestion. Once they are ready, have a delegation representative notify a departure volunteer in an Orange Shirt at your bus stop, and then have the delegation representative wait at the bus stop there so that we can notify him/her that your bus is ready to be sent to the loading area. **Please do not bring your delegation or their luggage down to the bus departure loading area until you receive authorization from the departure volunteer at the bus loading area.**

Once a pick-up spot is available near your dorm, and your delegation representative has reported to the Volunteer at the bus stop that your delegation is packed and ready to depart your dorms, the bus driver will be notified that he/she may proceed to the designated bus stop. The Bus stop volunteer will also notify the delegation representative that your delegation should come to the bus stop.

When the buses arrive at the departure pick-up spot, please load your buses as fast as possible to make room for buses from other delegations. General Volunteers will also be available to assist the delegations with loading luggage and helping the delegations.

If requested your Sheetz meals and cases of water will be preloaded on your bus prior to leaving. Please make sure you review and validate your counts and preferred method of receiving the meals for your group.

Have a safe trip home!

Residence Halls:

- All bed linens are to remain in the assigned room. Any lost linens will be billed to the area/county occupying the room.
- Please close the windows, turn out the lights and lock the door.
- Remember to take your pillow home with you!

Credentials

All athletes will be issued an around-the-neck credential, which must be worn at all times except during competition. The following information will be placed on the I.D. tag:

Last Name, First Name, Middle Initial, Sex, Age, County/Area, Head Coach and Sport & Events.

All Heads of Delegation, athletes, coaches, SOPA staff/board and games management team members will also be issued an around-the-neck I.D. tag **to be worn at all times** while participating in Special Olympics events and activities.

The I.D. tags will be color-coded as follows:

Volunteers/Staff

Head of Delegation	Purple
Head Coach	Orange
Assistant Coach	Lilac
SOPA Staff	Green
Games Committee	Orange
Evaluation Team	White with Yellow Dot
Delegation Volunteer & 1:1's	Lilac
Officials	White with Orange Dot
Healthy Athlete and Performance Station	White with Green Dot
Athletic Trainers, Physicians, Residents, Fellows and Athlete Training Students	White with Red Dot

Athletes

Swimming	Blue
Athletics	Green
Basketball	Salmon
Equestrian	Tan
Golf	Canary Yellow
Gymnastics	Cherry
Softball	Orchid
Tennis	Pink

If an athlete or coach loses a credential, they should report to Special Olympics Safety (SOS) in 122 Johnston Commons to receive a new credential.

Credentials - (Policy taken from Manager's Resource Library 2004 pg. 28 of "Bylaws and Policies" section.) All Special Olympics Pennsylvania programs will register athletes with SOPA (on a local or state-level) competition according to the procedures governing any particular event. If anyone is not pre-registered at any given event and it is brought to the attention of a volunteer or staff member, the following will take place:

- A. The coach will be directed to stop the activity until arrangements for home transportation are finalized. This transportation will be the responsibility of the program in violation.
- B. After a complete review and verification of the circumstances by the manager of the home program, the event liaison and the president of SOPA, and it is determined that the coach/volunteer did in fact cause the deception intentionally, he/she will be removed from our volunteer listing for no less than one year.

Coaches' Role for Training & Competition

All coaches must have one role during training or, in particular, during competitions. This means that sport directors, heads of delegation, officials or games management team members may not be registered as coaches at competitions within the 1 coach to 4 athletes' ratio. Coaches, athletes and Unified Sports® partners may not chaperone family members during competition.

Head of Delegation Meetings

The Summer Games Committee is attempting to provide as much information in advance as possible. However, it is important that we schedule these meetings in order to update materials and schedules affecting the welfare of the athletes. These meetings are separate from the Head Coach meetings. Head of Delegation meetings are meant to deal with all non-competition concerns. Sport-specific questions should be addressed at the Head Coach meetings.

Wednesday, June 5 4:00 pm 122 Johnston Commons - NEW HODs ONLY!
Wednesday, June 5 5:15 pm 122 Johnston Commons
Friday & Saturday, June 7 & 8 at 7:00 am 122 Johnston Commons

Information Centers (ASK ME)

SOPA Summer Games headquarters is located in the SOS/Operations Center in room 124 Johnston Commons building. The headquarters will be staffed from 6:30 am until 11:00 pm.. The police will cover the hours between midnight and 6:30 am with SOS staff on call for emergencies during this period. The following facilities and information centers will be available in Johnston Commons:

Media/Publicity Games Information (Ask-Me) Table SOPA Headquarters Communications

The Games Information Committee (ASK ME) is designed to answer your questions about any area of the Games. The Games Information Committee will be stationed in Johnston Commons to answer any questions, or to provide the assistance you may need during the Games.

Special Olympics Safety (SOS) will provide communication from 124 Johnston Commons to all venues and activity sites. Telephone services will be available in Johnston Commons. Telephones for on-campus calls will be located in all HOD rooms and pay phones are located on the main floor of each resident hall. Incoming messages for coaches and athletes will be available at the Information Desk in Johnston Commons, (814) 810-7750. A message board will be available to post any non-emergency messages. The board will be stationed in 122 Johnston Commons.

Volunteer Registration will take place on University Drive and the corner of BJC. Family Registration will take place in the Olympic Village behind the IM Building on the grassy area. See the Families section of this handbook for times.

COMPETITION

General Rules

The rules for the National Governing Body of each sport and the Official Special Olympics Summer Sports Rules (found on the Special Olympics Website at www.specialolympics.org) will be followed throughout the event. Where there is conflict between the two sets of rules, the Official Special Olympics Summer Sports Rules will be followed.

Only registered athletes shall be eligible to participate in the Games. Decisions about ineligibility due to improper registration shall be reviewed by the Games Committee.

Athletes must be at least eight years of age as of May 30, 2024, to be eligible for competition.

For competition, athletes will be grouped in accordance with Special Olympics rules for equalizing divisions.

Coaches will not be allowed access to the staging area and are not permitted in the competition area. However, coaches may be allowed to assist hearing or visually impaired athletes during time trials and competition, when appropriate. In instances where assistance is required, the Head coach must request the exemption from the Sports Rules Committee at the Head coaches meeting. The request must fully explain the circumstances which mandate the on-course assistance.

Events that hold preliminary competition, classification rounds or time trials are required competition for all athletes. Failure to compete in preliminary events will result in the disqualification of athlete(s) from that event or competition.

In case an athlete is too ill to participate in time trials or preliminaries, an exception may be granted by the Games Committee or Sports Rules Committee prior to the event.

Staging areas will be clearly designated at each event. A three-call system for staging will be used with final call at time of event.

APPROPRIATE ATTIRE

Athletes arriving at the venue dressed inappropriately will be unable to compete until appropriately dressed. Denim pants/shorts are not appropriate attire unless mandated by the official sport rules (Ex. Equestrian Western Trail). Please see the directions section of this handbook for local stores.

AWARDS

Please check each sport for award times. Please note the following:

- **Athletes are to be dressed in competition attire for awards.**
- Athletes who start competition and do not finish receive a participation ribbon.
- Athletes disqualified due to the Maximum Effort Rule (MER) will receive a participation ribbon.
- Athletes who do not compete or are disqualified due to misconduct will not receive an award.
- If a tie occurs, the two teams/individuals will receive the same placement and the next team/individual will receive the following placement. Example: If two teams tie for first place, these two teams receive gold medals, and the next placed team receives a bronze medal.

COACHES SPORT CERTIFICATION AND UNIFIED SPORTS PARTNERS

- **One coach from each sport must be certified. If the program cannot provide at least one certified coach, that delegation will need to scratch that specific sport.**
- **If the certified coach scratches prior to departure the team may not attend Summer Games.**
- **If your Unified Sports™ Softball team, unified relays or bowling doubles and teams drop below the minimum number of partners this team may not attend Summer Games. PLEASE check these numbers before departing for the Games.**
 - a. **Softball – minimum is 6 partners per team**
 - b. **Relays – Athletics & Swimming – 2 partners per team**
- **Any team without a certified coach or the appropriate number of unified partners will be sent home from Summer Games. The delegation will be responsible for the transportation home.**

CODE OF CONDUCT

Please see the Responsibilities section of this handbook.

PRELIMS

Athletes who do not play in prelims will not be able to play in final competition.

EVERYBODY PLAYS

All athletes registered and in attendance at the games must play in prelims and finals.

COMPETITION SCHEDULE CHANGES

Any changes to the competition schedule will be announced no later than each morning of competition at the Head of Delegation meeting (and possibly announced at the Head coaches' meeting) and posted at each venue and in Pollock Commons. It is important that each delegation has a representative at these meetings and that the representative communicates changes to the appropriate coaches.

MAXIMUM EFFORT RULE (MER)

The Maximum Effort Rule (MER) is in effect. Athletes, partners and coaches, who do not participate honestly and with maximum effort in all events, or in a nonsportsman-like manner, will be disqualified from current and possibly future events. Any athlete or partner disqualified for the MER will receive a participation ribbon.

- Team Sports (basketball 3x3 & 5v5 and softball) -The divisioning committee or sports rules committee reserves the right to change a team's division during final competition (this will take place during the 1st or 2nd game in pool play).
- Timed/Measured Individual Sports (swimming, athletics and golf) - Athletes racing/scoring faster/better than the MER limit in their best time/score (either prelim or entry score) will receive a participation award. The MER limit is 25% for athletics, swimming fundamental events, relays, and 25 yd. freestyle, 15% for all other swimming events.
 - This includes athletics field events and swimming fundamental events.
 - It does not include individual skills in team sports.
 - When swimming or athletics events do not have preliminary competition, entry times will be used. **Updated scores and times will be accepted until Thursday May 30 at 11:59pm.**
 - Golf - athletes will be disqualified for the MER if their 9-hole score is 25% better than the average of their six-game submitted scores for one day events or if, during a two-day event the first round (preliminaries) is rained out.

PROTESTS

Protests may be filed by a Special Olympics certified head coach only. Any other person attempting to file a protest will be immediately rejected. The head coach must file the protest within 30 minutes after the completion of the protested event. Protests may only be filed for the following reasons:

- Misinterpretation of a playing rule.
- Failure of a referee or judge to apply a penalty for a given violation. For example, a basketball referee awards the ball to the wrong team after a free throw shot.
- Judgment calls by a judge or official will not be considered. For example, a softball umpire calls a player out after a close play.

All protest forms must be submitted to the scorer/announcer table at the venue or to the venue coordinator. The sports rules committee will then rule on the protest. The head coach filing the protest will be notified of the decision.

GAMES RULES COMMITTEE

A certified Head coach may appeal a denied protest. The following individuals will act as the deciding body to rule on the final decision:

Paul Funari, Event Director
Michelle Boone, SOPA Liaison/VP of Sports
Michelle Cordel, Head of Delegation & Alternate Head of Delegation

SPORTS RULES COMMITTEES*

Athletics: Rob Masters
Basketball: Jack McDougal, Chris Charney
Equestrian: Sue Cavanaugh, Megan Hance
Golf: Bob Langton
Gymnastics: Casey Skuglund
Softball: Janice Keough

Swimming: Alice Moat, Kathryn McKeone

Tennis: Tom Flynn

*Officials, coaches and alternate coaches will be announced at the Head Coaches meeting.

Forfeits

Any head coach who elects to forfeit a game or individual race must seek the approval of the sports rules committee. If approved, the team will take a loss for that game or race. If denied, the team must play the opposing team or be disqualified from the tournament. If a tournament tie occurs, all competition from the disqualified team will be disregarded from the final standings. The following points would be awarded to the opponent of the forfeiting team.

3x3 Basketball = 20 points, 5v5 Basketball = 2 points, Softball Teams (Traditional and Unified) = 9 runs and Tennis = 4 points

Head Coaches Meetings

The head coach is responsible for the coordination and management of those athletes from the delegation competing in a given sport. The head coach is primarily responsible for ensuring that athletes are at the various competition sites and events, properly equipped, and trained for that event. Any problems relating to a given athlete during the sports activities will be addressed to the head coach.

The Sheetz Family Award of Excellence

The Sheetz Family Award of Excellence was created to capture the great sporting moments that distinguish our athletes for the Summer Games. The award recognizes the athlete whose determination and effort can only be understood by the power of the human spirit to overcome obstacles and inspire greatness. The award distinguishes the athlete who may not win, but whose courage, sportsmanship, effort and determination is award winning.

Nomination forms are located in the SOS Room. Applications need to be returned to the SOS Room in 124 Johnston Commons by 3:00 p.m. on Friday, June 7th. Delegations/coaches can nominate more than one athlete. The successful athlete will be announced at the Victory Dance.

The nomination form is located on page 66 of this handbook.

Spectator Seating

Special Olympics Pennsylvania welcomes families and friends to cheer for their athletes. Please keep in mind that while competition is taking place, family and friends need to remain on the sidelines and distance themselves due to COVID-19 for their own safety and the safety of the athletes.

Sport	Acceptable	Not Acceptable
Athletics	Bleachers	Competition and heating areas
Swimming	Bleachers/McCoy Lawn	Competition and heating areas and pool deck
Basketball 5v5 & Skills	Bleachers and chairs along wall	On the court or team benches
Basketball 3x3	Bleachers	On the court or team benches
Equestrian	Bleachers	Competition area, heating areas and stables
Golf	30 feet behind athlete	Walking with the athlete or on competition area
Gymnastics	Chairs in marked spectator area	On or near apparatus in use
Softball	Bleachers	On the field or team benches
Tennis	Bleachers	Competition and seating areas

Swimming

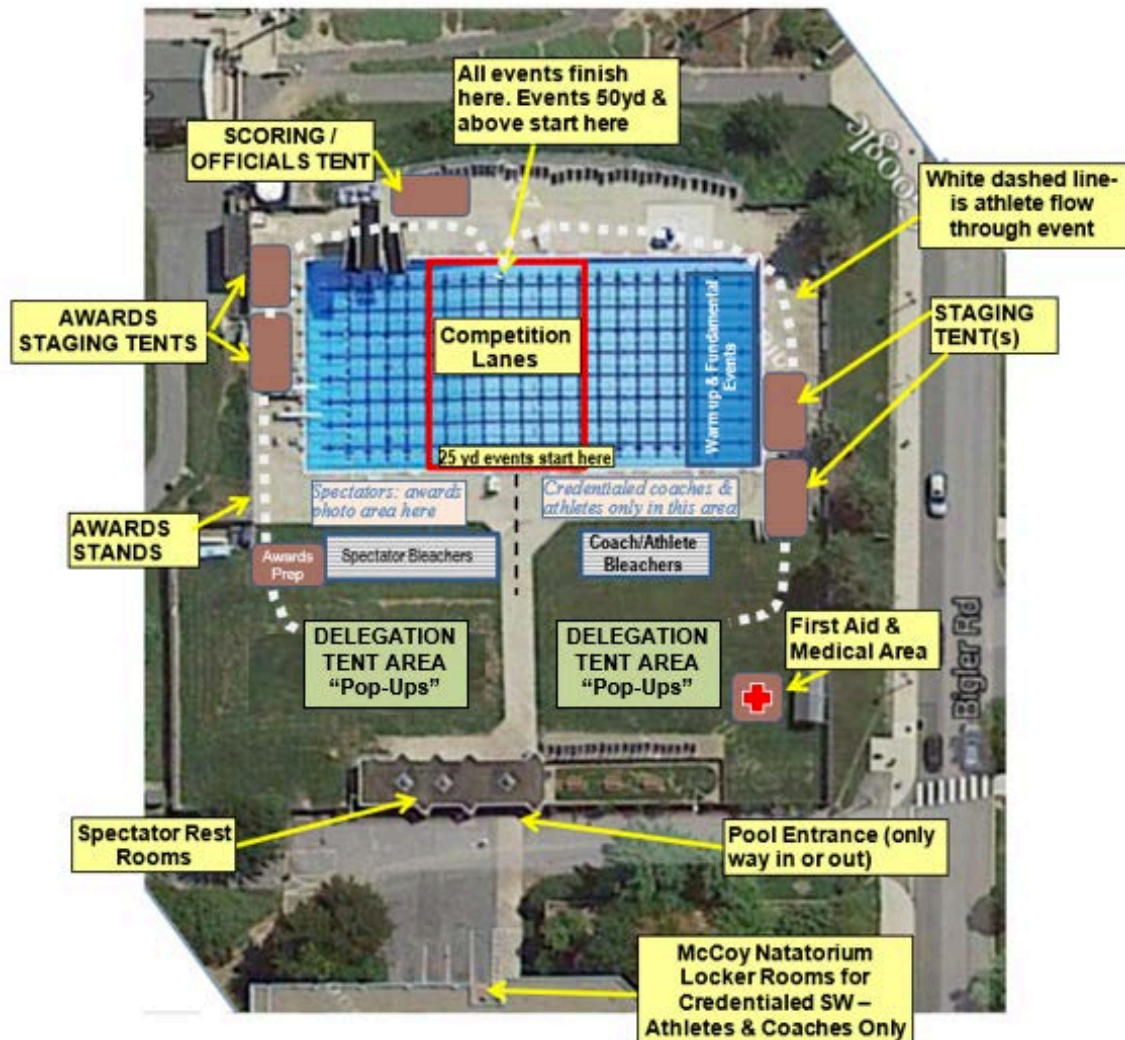
Venue Coordinator: Alice Moat

Sports Management Team: Kathryn McKeone

SOPA Support: Michelle Boone

Venue: McCoy Natatorium outdoor pool

1. All competition will be outdoors at McCoy Outdoor pool.
2. Staging will be in a staging tent on the pool deck.
3. Only credentialed coaches and athletes will be allowed in the pool areas. Family members should use the spectator bleachers.
4. **There will NOT be large tents in the grass area this year. TEAMS should bring pop-up tents for shade protection throughout the day. To avoid tripping hazards, tent stakes should not be used. The pop-ups will need to be dropped at the end of the day. Chairs will need to be removed from from the pool area each evening.**
5. The pool deck around the racing pool area will be clear during competition except for officials.
6. The flow of athletes for events and awards is shown in the diagrams below.



SWIMMING COMPETITION:

Thursday

- **A coaches meeting will be held in the staging tent at 12:45 PM**
- Thursday's competition starts at 1:00 pm. All athletes competing in the 50 yd freestyle and 100 yd Individual Medley, should be dressed and ready for competition, and report to staging.
- All relay participants should be ready to go by 1:45 PM
- All 800 yd freestyle participants should be ready to go by 2:45 pm.

RULES

Swimming competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Website at www.specialolympics.org) and the United States Swimming Rules.

- Preliminary competition will be held for all relays and events of less than 100 yards to help place athletes in equitable heats. Awards will be based upon order of finish in the finals. All swimmers in relays and in events shorter than 100 yards are required to participate in the preliminary events. If a swimmer does not swim in the preliminary event, they may swim in the finals only for a participation ribbon.
- Dive starts will NOT be permitted this year.
- Divisioning for the finals will be based on preliminary times unless a coach notifies venue management to revert to qualifying time within 30 minutes of posting the preliminary results.
- **UPDATE for 2024: The maximum effort rule (MER) will be applied to all final races: fundamental events, relays, and the 25 yard free will remain at 25% improvement limit, all other events will be at a 15% improvement limit. Athletes with an MER DQ will receive a participation ribbon.**
- Athletes participating in flotation races must provide their own personal flotation devices. Flotation devices are not allowed for any race other than the specified flotation races and assisted swims.
- Athletes should be able to swim the full distance in the event in which they are entered.
- Athletes with vision or hearing impairments may have an assistant on deck to tap the swimmer at the start of the race. Please notify the staging area at the time the race is called.
- Disqualifications:
 - Athletes who propel themselves from the lane lines or walk on the bottom of the pool during competition will be disqualified (except walking events).
 - An aide is not allowed to touch the swimmer from the time of the starting signal until all swimmers have completed the race (except for the assisted races).
 - A swimmer who is disqualified in preliminaries due to stroke violations will still be able to participate in the finals. In this case the qualifying time will be used for divisioning in the finals.
 - Electronic timing with touch pads will be used at this event with backup stopwatch timing. Judges placement will be used in the event of a discrepancy in times.

Swimming - Schedule of Events

THURSDAY June 6th

12:45 pm Coaches meeting for Thursday events at the staging area (15 min)

1:00 pm 50 Yard Freestyle

100 Yard Individual Medley (awards on Friday morning)

4 x 25 Yard Medley Relay & Unified

4 x 25 Yard Freestyle Relay & Unified

4 x 50 Yard Medley Relay & Unified

4 x 50 Yard Freestyle Relay & Unified

800 Yard Freestyle (awards on Friday morning)

9:30 pm. Head Coaches Meeting - 122 Thomas Building

FRIDAY June 7th

8:00 am 200 Yard Breaststroke

200 Yard Backstroke

25 Yard Backstroke

50 Yard Butterfly

200 Yard Butterfly

25 Yard Breaststroke

100 Yard Breaststroke

25 Yard Butterfly

4 x 25 Yd Medley Relay & Unified

4 x 50 Yd Medley Relay & Unified

1:00 pm Awards for 800 Yard Freestyle
& 100 Yard Individual Medley

100 Yard Backstroke

25 Yard Freestyle

100 Yard Freestyle

50 Yard Backstroke

100 Yard Butterfly

50 Yard Breaststroke

Fundamental Events Staging: 11 AM

15 Yard Walk

15 Yard Assisted Swim

15 Yard Floatation

15 Yard Kickboard

15 Yard Unassisted Swim

25 Yard Floatation

25 Yard Kickboard

25 Yard Assisted Swim

3:45 pm (approximate. - immediately
following individual events)

4 x 25 Yd Freestyle Relay & Unified

4 x 50 Yd Freestyle Relay & Unified

9:30 p.m. Head Coaches Meeting –
122 Thomas Building

Saturday June 8th

8:30 am 25 Yard Breaststroke

400 Yard Freestyle

25 Yard Butterfly

25 Yard Freestyle

50 Yard Breaststroke

200 Yard Freestyle

50 Yard Butterfly

50 Yard Backstroke

200 Yard Individual Medley

12:30 pm 25 Yard Backstroke
50 Yard Freestyle

Fundamental Events Staging 10:30 AM

15 Yard Walk

15 Yard Assisted Swim

15 Yard Floatation

15 Yard Kickboard

15 Yard Unassisted Swim

25 Yard Floatation

25 Yard Kickboard

25 Yard Assisted Swim

All events shown in bold are finals.

Athletics

Venue Coordinators: Rob Masters, Chris Masters

Sport Director: Scott Otterbein

SOPA Support: Jessie Merckle, Ashley Herr

Venue: PSU Outdoor Track

COMPETITION:

● **GENERAL RULES**

1) Athletics competition will be conducted according to Special Olympics Summer Sports Rules (www.specialolympics.org) and rules of USA Track and Field (USATF).

2) Athletes competing in 50m or shorter are Entry-Level and can only compete in Entry-Level events. Entry-level athletes may also compete in the 100m walk and the 4x100m relay (walk-only). Entry-Level events are indicated in the schedule by '*'.

3) Athletes will be escorted to a staging area and then escorted as a divisional heat to the competition area. After competition, they will be escorted to the awards area and then to an area where they will be picked up by their coaches.

4) All awards will be presented immediately after each divisional heat competition.

5) No rescheduling will be done for athletes who miss their divisional heat.

6) Athletes will be divisioned by entry time or distance. It is therefore imperative that entry scores are updated so that athletes are not disqualified due to the Maximum Effort Rule.

● **TRACK EVENT RULES**

1) 400m or less: runners will run in assigned lanes. If an athlete runs outside his/her lane in the straight or runs outside his/her lane on a curve, with no other runner obstructed, there will be no disqualification. However, the runner must finish within the assigned lane.

2) 800 m or greater: Runners will line up in a waterfall start and should break into lane one as soon as possible without interfering with another runner.

3) 4 x 400m relay: the first leg will be run entirely in lanes. The pass to the second leg will take place in the lane.

4) Wheelchair races: the athlete finishes the race when two wheels of the wheelchair reach the finish line. Athletes may not be pushed, pulled, or otherwise assisted at all.

5) Race walking: one foot must be in contact with the ground at all times.

6) Athletes may request a flag start instead of the starter tone

● **Athletics Rule Update:**

- **Athletes are not allowed to enter walking events and running events. They must select one method of movement for all their track events.**

● **FIELD EVENT RULES**

1) All equipment will be furnished. No personal softballs, shots, or javs may be used.

2) A three non-consecutive rotation system is used, with the best throw/jump used for scoring.

3) High jump: minimum height is 1m. Athletes must take-off on one foot only and may not "dive" over the bar.

4) Standing long jump: A competitor shall use both feet on the take-off. He/she may rock backward and forward lifting his/her heels and toes alternately, but he/she may not lift either foot completely off the ground.

5) Running long jump: the take-off board is one meter back from the edge of the pit.

6) Shot put: The shot shall be put from the shoulder with one hand only. When the competitor takes a stance in the circle to commence a put, the shot shall touch or be in close proximity to the neck or the chin and the hand shall not be dropped below this position during the action of putting. The shot shall not be taken behind the line of the shoulders.

7) Mini-jav: The mini-javelin shall be thrown over the shoulder or upper part of the throwing arm and may not be slung or hurled. The mini-jav must land so that the point (tip) lands before any other part of the implement.

● The order of finish will be as follows:

1) In track events, the judges' call will determine finish. If the place judges disagree, the stopwatch time will be used.

2) In field events, the finish determination will be the furthest distance or the highest jump.

● Rain plan schedules will be distributed at the Head coaches Meeting on Thursday.

- **Athletics Entry Level Events:**

*25 and 50 Meter Dash

*25 and 50 Meter Walk

*100 Meter Walk (the 100 M Walk can be performed by both entry level and traditional athletes)

*4 x 100 Meter Relay (walk only)

*10, 25, and 50 Meter Assisted Walk

*10 and 25 Meter Wheelchair Race

*25 Meter Wheelchair Obstacle Race

*30 Meter Wheelchair Slalom

*100, 200, and 400 Meter Wheelchair Race

*4 x 25 Meter Wheelchair Shuttle Relay

*30 and 50 Meter Motorized Wheelchair Slalom

*Ball Throw for Distance

*Softball Throw

*Standing Long Jump

*Wheelchair Shot Put (Men 2 kg/4.4 lbs, Women 2 kg/4.4 lbs)



Athletics - Schedule of Events

THURSDAY June 6th

	Track	Field
1:00 pm	Pentathlon - 100 meter run (all) *50 meter run (all) *50 meter walk (all)	Shot put (female & female wheelchair) 3.0 kg/6.6 lb; Age 8-11 1.81 kg/4.4 lb *Softball throw (all) *Ball throw for distance (tennis ball, all) Pentathlon - Long Jump (all)
4:30 pm 9:30 pm	All Competition Ends Coaches Meeting	Note: Thursday events will be awarded on Thursday

FRIDAY June 7th

	Track	Field
8:00 am	5000 meter run (all) *100 meter walk (female) (Traditional, *Entry-level) 200 meter run (female) 200 meter run (male) *100 meter wheelchair race (all) 800 meter run (all) Pentathlon - 800 meter dash (all) 800 meter walk (all) *100 meter assisted walk (all) *10 meter wheelchair race (all) *200 meter wheelchair race (all) *25 meter assisted walk (all) *25 meter walk (all) *25 meter run (all)	Pentathlon shot put (all) Running long jump (female) *Standing long jump (all) Pentathlon - high jump High jump (all) Shot put (male) 4.0 kg/8.8 lb; Age 8-11 3.0 kg/6.6 lb *Shot put (male wheelchair) 2.0 kg/4.4 lb
12:30 pm	1500 meter run (all) 4 x 100 meter relay (Traditional, Unified) 4 x 100 meter walk relay (Traditional, Unified) 4 x 200 meter relay (Traditional, Unified) 4 x 400 meter relay (Traditional, Unified)	Running long jump (male) Mini Jav Jr. (all) Age 8-15 300g
4:30 pm 9:30 pm	Competition ends Coaches meeting	

SATURDAY June 8th

	Track	Field
8:00 am	3000 meter run (all) *30 meter motorized wheelchair slalom (all) *30 meter wheelchair slalom (all) 400 meter run (female & male) *400 meter wheelchair (all) 400 meter walk (all) *50 meter motorized wheelchair slalom (all) *50 meter assisted walk (all) *25 meter wheelchair (all)	Mini Jav Sr. (female) Female 300g Mini Jav Sr. (male) Male 400 g
12:30 pm	100 meter walk (male) (Traditional, *Entry-level) 100 meter run (male) 100 meter run (female)	

* Entry-Level event

Basketball

Venue Coordinators: Kim Smith, Jack McDougal, Chris Charney & Lee Grover

SOPA Support: 5v5 Shannon Pechart, 3x3 Doug Chuzie / Chase Proudfit, L1& L2 Skills Tom Robison

Venue: IM Building and White Building

The AHN Chill Room: Room 8 IM Building

COMPETITION:

- All basketball teams athletes must be prepared to compete at 1:30 pm on Thursday
- Basketball 5v5 will take place in the IM Building. 5v5 has 2 full gyms with 2 courts each for competition.
- Basketball 3x3 will take place in the White Building. The gym has 2 full courts for competition.
- Bus transportation will be provided to and from the IM Building and White Building.
- All basketball individual skills athletes must be prepared to compete at 8:30 am on Friday

RULES

- Basketball competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at www.specialolympics.org), and the Pennsylvania Interscholastic Athletic Association Rules (PIAA).
- During the event, all teams must start the games with three or five players for 3x3 or 5v5 respectively.
- In the classification round, teams will play one or more games with each game lasting no longer than six minutes.
- Divisions for team competition shall be determined by team roster, results from sectionals or other tournaments, the new team assessment summaries, and classification rounds.
- During classification games:
 - No time outs or foul shots will be given.
 - Each 5v5 team will be required to start the top five of the ten players whose scores comprise the team score from the Basketball Rating Team Summary Form.
 - Each 3x3 team will be required to start the top three of the five players whose scores comprise the team score from the Basketball Rating Team Summary Form.
- 3x3 competition will be played for 20 minutes, with a running clock except in the last minute, or until one team scores 21 points, whichever comes first.
- 5v5 competition will play four, six-minute periods with a running clock. Clock stops the last two minutes of the second and fourth quarters.
- Officials may grant a player's or coach's oral or hand signal request for a time-out.
- Competition will be held in pool play format. Medal rounds may be played if time allows. Ties will be broken by:
 - Head-to-head competition (for 2-way tie)
 - Least points scored against (all games for the teams tied within pool play)
 - Point Differential (all games for the teams tied within pool play)
 - Tie
- Teams that are 10 minutes late from scheduled start time will forfeit that game.
- Proper attire should be worn by athletes during their competition. Players must have numbers on jerseys.
- Basketball Skills Level 1:
3 Skills:
 - Target Pass
 - 10 Meter Dribble
 - 2 versions:
 - Version 1 is modified for athletes using wheelchairs, or those who are not capable of dribbling while moving forward
 - Version 2 is athletes who can run and dribble at the same time
 - Spot Shot
- Basketball Skills Level 2:
3 Skills:
 - 12 Meter Dribble in and out of cones
 - Perimeter Shooting
 - Catch and Pass

Basketball – Schedule of Events

THURSDAY

1:30 pm	Classification Rounds 5v5 – IM Building Courts 4 and 6 3x3 – White Building Courts 1 & 2
9:30 pm	5v5 & Individual Skills (Level 1 & Level 2) Head Coaches Meeting, 120 Thomas 3x3 Head Coaches Meeting, 125 Thomas

FRIDAY

8:00 am - 5:00 pm	5v5 – IM Building Courts 1, 3, 4 & 6
9:00 am	Individual Skills Preliminaries
9:00am – 5:00 pm	3x3 – White Building Courts 1, 2, 3 & 4
1:30 pm	Individual Skills (Level 1 & Level 2) Competition – Awards immediately after
9:00 pm	5v5 Head coaches Meeting, 120 Thomas 3x3 Head coaches Meeting, 125 Thomas

SATURDAY

8:00 am - 2:00 pm	5v5 – IM Building Courts 1, 3, 4 & 6
9:00am – 2:00 pm	3x3 – White Building Courts 1, 2, 3 & 4
1:00 pm - 2:00 pm	3x3 Player Development Championship - IM Building

Awards for all basketball (**includes individual skills Level 1 & Level 2**) will take place in the IM Building.

Equestrian

Venue Coordinators: Sue Cavanaugh and Megan Hance

Sport Director: Megan Hance

SOPA Support: Bruce Bach

Venue: Snider Ag Arena

HORSES ARRIVING ON WEDNESDAY WILL NOT BE ALLOWED IN THE STALLS UNTIL 6:00 PM.

COMPETITION:

- There is no longer an outdoor Arena. This has modified the schedule from last year.
- A coaches meeting and horse assignments will be held at 11:00 am on Thursday. Athletes competing in showmanship or gaming should be ready for competition at 11:00 am. on Thursday.
- The Trail patterns will be posted Wednesday with extra copies for coaches.

RULES

- The Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at www.specialolympics.org) and the American Horse Shows Association (AHSA), Federation Equestre Internationale (FEI) and American Quarter Horse Association (AQHA) will be followed for this event.
- All riders must wear protective SEI-ASTM approved helmets with full harness.
- Horse owners will be required to present a valid health certificate issued by the Pennsylvania Department of Agriculture, Bureau of Animal Industry and proof of Coggins and Rabies vaccination within 1 year of the event before a horse will be permitted to enter the grounds. Horses should be serviceably sound.
- Horse handlers and side-walkers may be used as specified for each level of ability. Unauthorized assistance will be cause for the rider to be penalized. Remember horse-handlers and side-walkers must be a minimum of 16 years old.
- Riders may use adaptive equipment without penalty, but must in no way be attached to the horse or saddle. Saddles must fit horse and rider. Specially adapted saddles must be approved by the venue coordinator. Bridles must be appropriate to the event entered.
- Programs transporting their own horses will be responsible for bedding, feed, and clean-up of their assigned area. Programs using horses provided by other programs will be responsible for clean-up of assigned area and payment reimbursement to that program. SOPA will provide 2 bales of bedding; additional bedding is the responsibility of the program.
- Due to Hoof and Mouth Disease - Any horse or person that has been out of the country two weeks prior to the Games will not be eligible to attend the equestrian venue. This includes both the indoor and outdoor rings.
 - Awards
 - Athletes taking 1st – 3rd will receive the respective medal and a traditional ribbon for the horse.
 - Athletes taking 4th – 8th will receive a rosette
 - Jeans may be worn for the following events **ONLY**:
 - Trail
 - Western Equitation/Gaming Classes

Equestrian – Schedule of Events

WEDNESDAY

5:00 pm – 8:00 pm	Early Horse Arrival	Ag Arena Stable
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THURSDAY

7:00 am – 11:00 am	Horse Arrival.....	Ag Arena Stables
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11:00 am -12:00 pm	Head Coaches Meeting.....	Snider Ag Arena
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12:00 pm – 4:00 pm	Trail Competition.....	Snider Ag Arena
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FRIDAY

8:00 am – 8:30 am	Trail Awards	Snider Ag Arena
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8:30 am – 12:00 pm	Dressage Competition.....	Snider Ag Arena
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12:00 pm - 1:00 pm	Showmanship (weather permitting)	Snider Ag Arena
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1:00 am - 4:00 pm	Gaming Competition.....	Snider Ag Arena
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4:00 pm – 4:30 pm	Dressage, Showmanship, Games Awards	Snider Ag Arena
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SATURDAY

8:00 am - 12:00 pm	Equitation Competition English, Western...	Snider Ag Arena
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SUNDAY

7:00 am - 12:00 pm	Clean barn, take down stalls	Snider Ag Arena
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Golf

Venue Coordinators: Bob Langton

Sport Director: Chuck Jones

SOPA Support: Michelle Baranowske

Venue: 9 Hole Centre Hills Country Club

COMPETITION:

- Thursday - Level 2 & 4 will tee off at 1:00 pm and All Level 1 will begin competing at 1:30 pm.
- Individual Skills – The Bunker Shot is an official skills event. All athletes in Individual Skills will compete in all Level 1 events.

RULES

- Golf competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at www.specialolympics.org), and the United States Golf Association.
- Golfers must provide their own clubs, caddies and pull carts. Riding carts are not permitted.
- Attire is collared shirt and dress pants or dress shorts, but no cut-offs denim shorts or pants. Golf shoes, if worn, must be soft spike shoes.
- Box lunches will be provided on Friday as players' complete competition.
- All Level 1 golfers will compete on the driving range, putting green and pitching green. The first day athletes will compete by delegation and the second day by divisions based on first day scoring.
- Levels 2 & 4 will compete on the nine-hole course using a shot gun start.
- All men's & women's tees for Levels 2 and 4 will be individually marked. Women's tees will be shorter than the men's tees. All tees will be measured to ensure compliance with official Special Olympics Rules.
- Maximum Effort Rules:
 - Level 4 golfers' two-day score will be averaged and those athletes scoring over 75 will receive a participation ribbon.
 - Levels 2 & 4 golfers will be disqualified for Maximum Effort Rule if their nine-hole score on day two is 25% better than day 1 or the average of their six-game submitted score if it rains on day one.
- Level 2 – alternate shot team play (nine holes). Shots alternate between partner and player. The athlete shall hit the initial tee-shot (drive) on all odd numbered holes. The partner shall hit the initial tee-shot (drive) on all even numbered holes.
- Level 2 – A swing and a miss are counted as a stroke. After the miss, the shot is alternated to the other player.
- Level 4 – individual play (nine holes)
 - Golfers may use caddies.
 - The caddy may carry or pull clubs, assist in choosing the club, assist in spotting the ball and assist in "reading" a putt.
 - The caddy may not touch the ball, swing a club or physically align an athlete for a shot.
- All Levels – Athletes and partners must walk during play (pull carts are allowed).
- Scoring:
 - Level 1 – The athlete receives a score for each of the seven individual skills. Score will be the sum of five attempts of each skill.
 - Levels 2 & 4 – Final score is the sum of the nine holes for both days.
 - Levels 2 & 4 – If a 10th stroke is played without holing the shot, the players shall receive a score of 10x and proceed to the next hole.
- Divisioning:
 - Level 1 – Athletes are divisioned by their day 1 (Thursday) scores or the total of the submitted scores if it rains on day 1.
 - Levels 2 & 4 – Athletes are divisioned by the average of their six-game submitted scores.
- Ties:
 - Levels 2 & 4 – If teams/individual players tie for first place, the team with the fewest 10x scores on the second day shall be declared the winner. If there are an equal number of 10x scores on the second day, the team with the fewest 10x scores on the first day is the winner. All other ties shall remain as ties and all players will be presented with the same award.

Golf – Tentative Schedule of Events

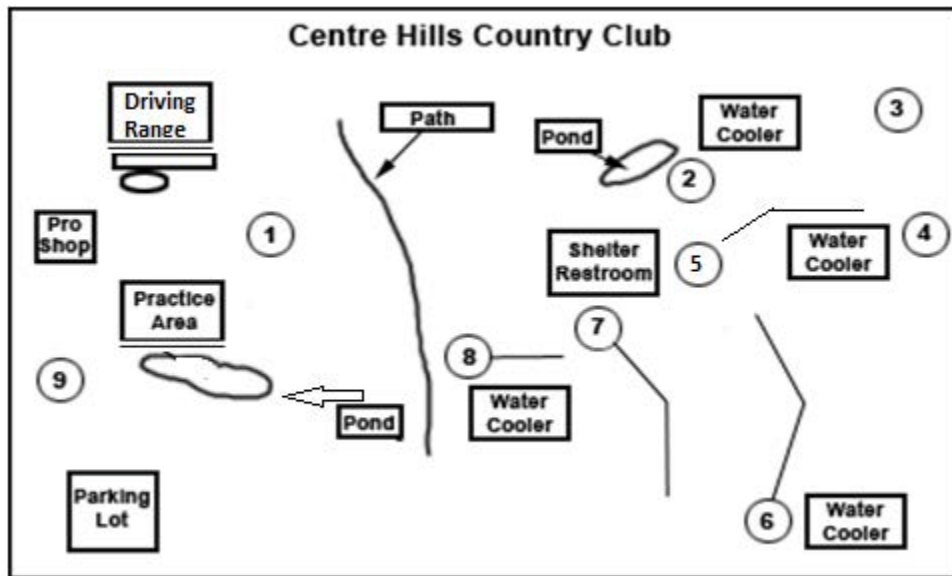
Thursday

12:00 pm - 5:00 pm	Golf Van Express
12:00 pm – 12:45 pm	Driving Range Open
12:30 pm	Head Coaches Meeting at Venue
1:00 pm	Level 2 & 4 Competition Starts
1:30 pm	Level 1 Competition Starts
9:30 pm	Head Coaches Meeting, 113 Thomas Building (on Campus)

Friday

7:00 am - 4:00 pm	Golf Van Express
7:30 am - 8:15 am	Driving Range Open
8:00 am	Head Coaches Meeting at Venue
8:30 am	Level 2 & 4 Competition Starts
9:00 am	Level 1 Competition Starts
12:00 – 1:00 pm	Lunch
12:30 – 1:30 pm	Level 1, 2 & 4 Awards,

*All awards will follow the completion of all events and will be held at the golf course during or following lunch.



Gymnastics

Venue Coordinator: Karen Stupak

Sport Director: Jennifer Tresp

SOPA Support: Jennifer Tresp

Venue: White Building

GYMNASTICS PARKING – Parking in the Hub Garage is available but you will be charged to park there.. Athletes and Coaches (and family members) are encouraged to use the Venue loop bus that picks up on Curtin Road by Olympic Village.

RULES

- The gymnastics competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Website at www.specialolympics.org), and the United States of America Gymnastics (USAG) Rules.
- Athletes should be able to safely and Independently perform all of the required skills for their chosen level.
- There are seven levels of artistic competition:
 - Artistic Women - Vault, Uneven Bars, Beam, & Floor
 - Level A (Assisted) Skills
 - Level B (Independent) Skills
 - Level C Skill Compulsory
 - Level 1 - Compulsories
 - Level 2 - Intermediate Compulsories
 - Level 3 - Optional Routines
 - Level 4 - Optional Routines for higher level Skills
 - Artistic Men –
 - Level A (Assisted) Skills - Floor, Vault, Parallel Bars, and Single Bar
 - Level B (independent) Skills - Floor, Pommel Horse, Vault, and Horizontal Bar
 - Level C Skill Compulsory - Floor, Pommel Horse, Vault, and Horizontal Bar
 - Level 1 - Compulsories - Floor, Pommel Horse, Rings, Vault, Parallel Bars, & High Bar.
 - Level 2 - Intermediate Compulsories- Floor, Pommel Horse, Rings, Vault, Parallel Bars, & High Bar.
 - Level 3 - Optional Routines - Floor, Pommel Horse, Rings, Vault, Parallel Bars, & High Bar.
 - Level 4 - Optional Routines for higher level Skills - Floor, Pommel Horse, Rings, Vault, Parallel Bars, & High Bar.
- NEW!!! Rhythmic levels competition. Each Level has new routines will be performed for the years 2024 & 2025:
 - Male/Female
 - Level A - Wheelchair or Sitting - Hoop, Clubs, Ribbons, Rope, & All around
 - Level B - Standing - Hoop, Clubs, Ribbons, Rope, & All around
 - Level 1 - Rope, Ball, Ribbon, Clubs, & All Around
 - Female Only
 - Level C - Hoop, Ball, Ribbons, Rope, & All around
 - Level 2 - Hoop, Clubs, Ribbons, Rope, & All Around
 - Level 3 - Ball, Clubs, Ribbons, Rope, & All Around
 - May use optional music with required skills
 - Level 4 - Optionals, with required skills: Rope, Ball, Clubs, Ribbons, & All Around
 - Required skills:
 - 2 different leaps/jumps, 2 different pivots, 2 different balances, 2 different waves, 2 different sequences (minimum of 4-6 dance moves each sequence)
 - Apparatus bonus:
 - 4 different elements with each apparatus (rolls, throws, spirals, etc)

- o Male Only
 - Level C - Rope, Clubs, Rings, Ball, & All Around
- o Group Routines
 - Group Rhythmic Floor
 - Small Group - 4-6 gymnasts
 - Large group – 8-12 gymnasts
 - Group Ball (compulsory) – 4-6 gymnasts
 - Group Hoop (compulsory) – 4-6 gymnasts
 - Group Hoop/Ball (compulsory) – 4-6 gymnasts
- Proper attire must be worn while competing in gymnastics:
 - o Artistic/Rhythmic Men - Gymnastics uniforms or gym shorts or sweats, t-shirt or tank top, and athletic socks (optional).
 - o Artistic Women should wear long-sleeved/short sleeve/sleeveless unitard/ leotard, bare legs or footless tights (flesh color or the same color as the leotard are permitted), bare feet or gymnastic slippers. No jewelry except for one pair of stud earrings and long hair must be pulled back.
 - o Rhythmic Woman - Leotard or Unitard and a skirt is optional. Bare legs or footless tights (flesh color or the same color as the leotard) are permitted. Bare feet or gymnastic slippers. No jewelry except for one pair of stud earrings and long hair must be pulled back.

Gymnastics – Schedule of Events

Thursday	
1:00 pm – 4:45 pm	Warm-ups and Bar Setting
2:00 pm – 4:30 pm	Preliminaries: Artistic
4:00 pm	Coaches Meeting, White Building
Friday	
7:00 am – 7:45 am	Warm-ups
8:00 am – 11:30 am	Preliminaries: Artistic Men and Rhythmic (all levels) Finals - Unified Group Hoop – Rhythmic
1:00 pm – 1:45 pm	Warm-ups & Bar Settings
1:45 pm – 2:00 pm	March in
2:00 pm – 4:30 pm	Finals: Artistic Women Finals - Unified Group Floor - Artistic
4:30 pm	Awards Ceremonies (Artistic & US Group Hoop)
Saturday	
7:30 am – 8:30 am	Warm-ups
8:00 am – 8:45 am	March in
8:45 am – 11:00 am	Finals: Artistic Men and Rhythmic
11:30 am	Awards Ceremony (Artistic Men and Rhythmic)

Softball

Venue Coordinators: Janice Keough

SOPA Support: Jason Merola, Andrew Fee

Venue: Park Avenue IM Fields

Rain Location: Blue Band Building

RULES

- Softball competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at www.specialolympics.org), and the Amateur Softball Association (ASA) Rules.
- A 0.44 polycore official softball will be used for all competition.
- For safety reasons, teams that drop below 12 athletes prior to the event will be scratched.
- We will be using a double first base. Please review this with your athletes. This new double base is white on one side and orange on the other. This base is designed for the safety of the first baseman's ankle. The first baseman uses the white base to await the throw of the ball and the batter runs through the orange portion of the base. We will also be using a double home plate. Please note the differences to your athletes.
- All batters and base runners must wear a batter's helmet with chin strap.
- Schedules for preliminary games will be available at the athlete registration area. Preliminary games will last no longer than 30 minutes each.
- Teams and athletes (as in any tournament) are expected to bring their own equipment (bat, gloves, balls for warming-up, batting helmets, etc).
- A 10-run rule after five innings will be observed for the tournament. This means that at the completion of the 5th or any subsequent inning, if a team is ahead by 10 or more runs, that team is declared the winner.
- A 1-1/2 hour time limit per game will also be enforced.
- Teams will be divisioned according to a team score compiled by team skills assessment scores. Each team will be required to start all of the players whose team skills assessment scores were submitted to comprise the team score at their proper field position.
- Teams that are 10 minutes late from the scheduled start time will forfeit that game.
- **Traditional softball teams must have 10 players or 11 (EP) to participate in competition. Unified Softball Teams must have a minimum of 12 (6 athletes and 6 partners) athletes to participate in competition. If any team arrives with fewer than the minimum number or cannot start a game with the minimum players they will be disqualified from competition and may be sent home from the Games.**
- Proper softball attire should be worn by the teams in the competition. (Rubber and plastic spikes are allowed! Metal spikes ARE NOT permitted!) All uniforms must have numbers on the back. There may be no sponsorship logos on athlete uniforms. This also applies to athletes participating in Unified Sports® competition.
- Bats must be labeled with 2000 certification mark or the ASA certified 2004 certification mark. For a listing of non-approved bats, visit ASA's Web site at www.ASAsoftball.com.
- Coaches must supply a game starting lineup to the scorer's table 15 minutes prior to the start of preliminary competition and games on Friday and Saturday. Line up should list first and last names along with field positions.
- Competition will be held in pool play format, depending on time allotments. Ties will be broken by:
 - Head-to-head competition (for 2-way tie)
 - Least points scored against (all games for the teams tied within pool play)
 - Point Differential (all games for the teams tied within pool play)
 - Tie
- **Rain Plan:** Will be announced at Thursday and Friday nights coaches' meeting.

Softball – Schedule of Events

THURSDAY

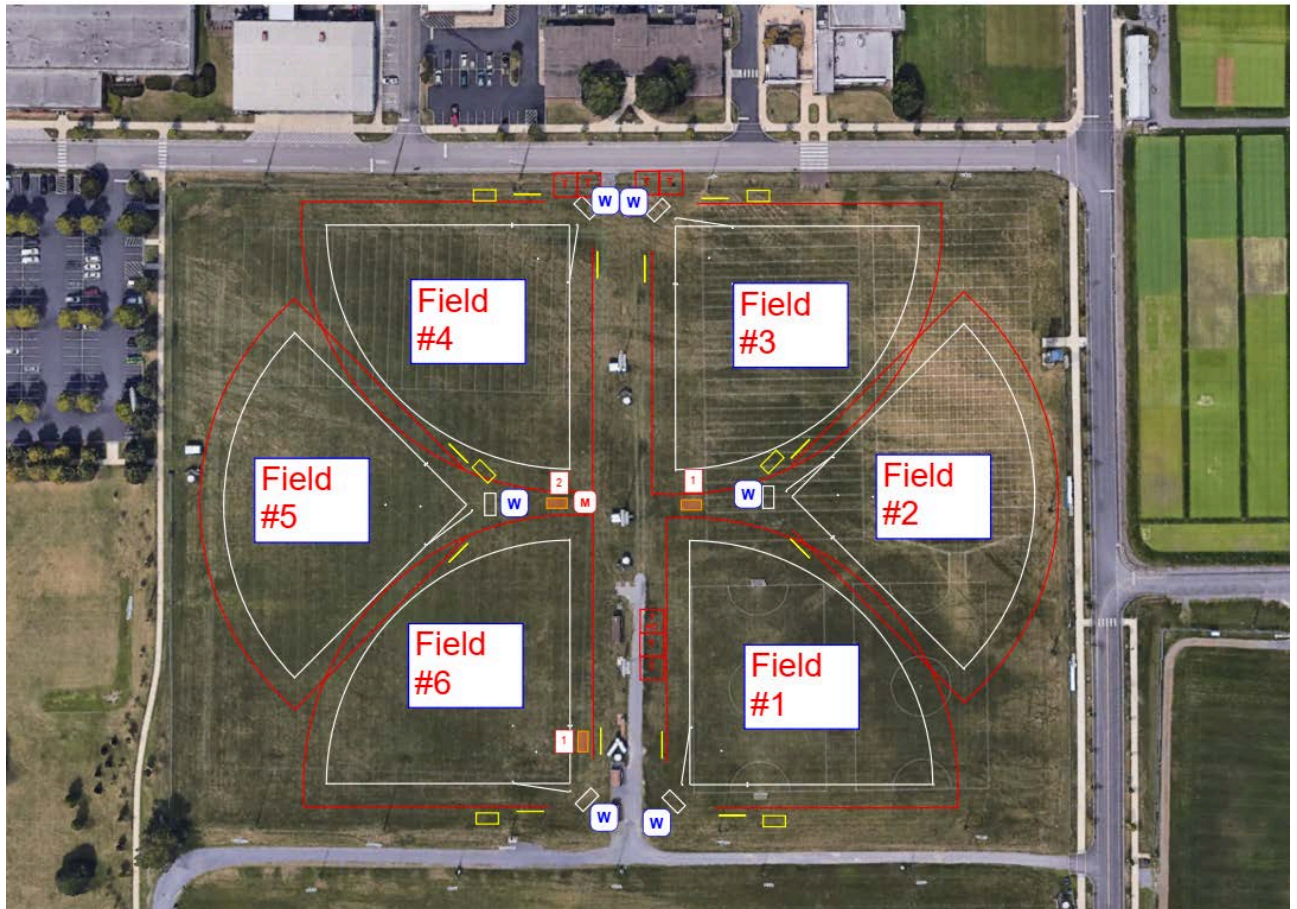
1:00 pm - 4:30 pm	Divisioning Games (Unified Sports® & Team Competition)
4:45 pm	Head Coaches Divisioning Meeting (Head Coaches Only)
9:30 pm	Head Coaches Meeting – 124 Thomas Building

FRIDAY

9:00 am - 5:00 pm	Team Competition
10:15 am - 10:45 am	Individual Skills Staging
10:45 am - 12:30 pm	Individual Skills Preliminaries
9:30 pm	Head Coaches Meeting – 124 Thomas Building

SATURDAY

9:00 am - 2:30 pm	Team Competition
10:15 am - 10:30 am	Individual Skills Staging
10:00 am - 12:00 pm	Individual Skills Finals
1:00 pm - 2:00 pm	Individual Skills Awards - Park Avenue Field
2:30 pm	Team Awards - Park Avenue Field



Tennis

Venue Coordinator: Tom Flynn

SOPA Support: Stephanie Taylor

Venue: Sarni Tennis Facility and Natatorium Courts

Rain Site: Indoor Tennis Courts

COMPETITION:

- Thursday 12:00 pm:
 - Singles/Doubles Rating
 - **ALL singles and doubles athletes in attendance will be rated in 2023 using the ITN assessment system.**
 - Due to the implementation of the new rating system, please note the earlier start time for ratings (noon) as compared to prior years. **REMEMBER: Individual Skills athletes do not need to be rated.**
 - Because this is a new system, we will start with a 15-minute reminder/demonstration of the rating system promptly at noon, immediately followed by the athlete ratings.
 - New rating system information is below. **We invite coaches to familiarize themselves and their athletes with the new system to the extent possible prior to attending the PA Summer Games.**

Anticipated Athlete Level* (We will base this on both previous ratings and coach recommendations.)	Ball	Video demonstrating how athletes will be rated	Other notes
Level 3	Orange	"ITN On Court Assessment - Level 3"	Level 3 shorter court per Tennis Rules 4.4.1.1
Level 4	Green	"ITN On Court Assessment - Level 4 and 5"	Full court per Tennis Rules per 4.4.1.2
Level 5	Yellow	"ITN On Court Assessment - Level 4 and 5"	Full court per Tennis Rules 4.4.1.3

*Based on both previous ratings and coach recommendations.

- Coaches please note: Athletes who are on the border between levels 3 and 4 or between 4 and 5 higher may need to be rated twice due to the differing court sizes and ball types used to rate. If you have an athlete you believe falls on the border, please advise the Venue Coordinator in advance of the games if possible; we will schedule those athletes first for the lower level rating and last for the higher level rating to allow sufficient rest time in between both ratings.
- Individual Skills Preliminaries and Finals
 - All individual skills athletes will participate.
 - Red balls will be used for individual skills.
- Friday & Saturday Competition: See Schedule of Events
 - Balls used for events are in accordance with the [Official Special Olympics Tennis Rules](#).
 - Level 1 Individual Skills - Red
 - Level 2 Short Court - Red
 - Level 3 Competition - Orange
 - Level 4 Competition - Green
 - Level 5 Competition - Yellow

- In the event of mixed level players (for example as in typical in Doubles), the ball type and court size appropriate for the player with the lowest level will be used unless both coaches for the two teams in competition agree otherwise.

RULES

- Tennis competition will be conducted according to the Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at https://resources.specialolympics.org/sports-essentials/sports-and-coaching/tennis?_ga=2.99789982.1283284144.1651108347-1311240546.1651108347), and the United States Tennis Association (USTA) Rules.
- Athletes must sign in each morning and each afternoon of the competition.
- Athletes should provide their own racquets & proper tennis attire is required.
- After each match, athletes must report to the score table to verify the score.
- A player may receive coaching from a designated Special Olympics coach when the player changes ends at the end of a game, but not when a player changes ends during a tie-break game.
- Mixed doubles teams may compete, where there are not a sufficient number of athletes to form an all-male or all-female team. A mixed doubles team shall compete in the men's division of that team competition if there are not a sufficient number of mixed teams to form a specific division.
- Individuals Skills/Short Court Tennis:
- Competition will be made up of seven (7) skills: Forehand Volley, Backhand Volley, Forehand Groundstroke, Backhand Groundstroke, Serve – Deuce Court, Serve Ad Court and Alternating Strokes with Movement.
- Short Court Rules:
 - Format:
 - o 1 – No Ad Set (1st player to win 6 games by 2 games)
 - o At 6 games all – 7 point tie break is played
 - o Traditional scoring (15, 30, 40 game)
 - Court Size: Service boxes only
 - Tennis Ball: Red and Yellow Gamma Quick Start ball
 - Rules: USTA rules apply
 - o Coin Flip for serve
 - o Serve crosscourt from behind service lines
 - o Change ends on odd games
 - o Water break after 3rd, 5th etc games
- Singles and doubles/mixed doubles:
- A game consists of the first person/team to win 4 points.
- We are using no Ad scoring.
- The players switch sides of the court after the completion of each odd numbered game.
- If the score is 6-6 a 7 point tie-breaker will be played, the winner of this tie-break must win by 2 points.

Tennis – Schedule of Events

THURSDAY

12:00 - 4:00 pm Athlete Rating and Warm-Up
Individual Skills Competition
4:00 pm Head Coaches Meeting – Sarni Tennis Facility

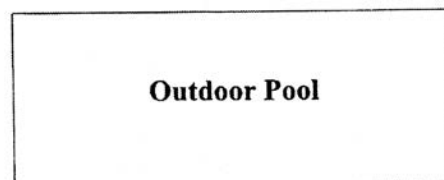
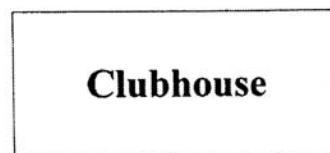
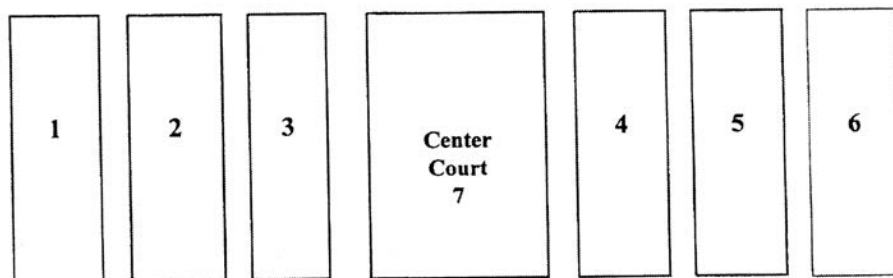
FRIDAY

9:00 am - 11:30 am Singles Competition
12:00 pm Lunch
1:30 pm - 5:00 pm Singles & Doubles/Mixed Doubles Competition
Short Court Tennis Competition
4:00-5:00 pm Tennis Continuing Education Clinic

SATURDAY

9:00 am - 12:00 pm Short Court Tennis Finals
Doubles/Mixed Doubles Finals
2:00 pm Awards

Individual skills competition is an entry level event. Athletes who compete in individual skills are not eligible for singles or doubles competition.



MEDICAL AND SAFETY

Emergency Procedures

In case of an EMERGENCY

Follow the steps below...

1. Survey the situation
2. Contact the proper authorities or emergency personnel (Ex. 911)
3. Assure the safety of those around
4. Notify program manager or SOPA contact based on the level of emergency
5. Institute Internal Rumor Controls
6. Complete an Incident Report Form

**If the situation has the potential to damage SOPA's reputation, you must contact the state office's Crisis Communications Coordinator at 855-701-9030, who will serve as the single designated spokesperson for media inquiries.*

WHAT IS AN EMERGENCY?

Level 1 Emergency: is a localized emergency, minor incident (Ex. Delayed Event, Injured Participant not requiring hospitalization.)

Level 2 Emergency: is a moderate to serious emergency, incident, accident or situation (Ex. Missing Coach/Athlete Canceled Event, Behavioral Crisis.)

Level 3 Emergency: is a critical incident affecting beyond the immediate area, where extensive aid assistance is required (Ex. Fire, Bomb Threat, Fatal Accident, Contagious Health Threat, Criminal Activity.)

NOTE: Some Level 2 and ALL Level 3 Emergencies Require Notifying The State Office! If in doubt, contact the Crisis Communications Coordinator.

Important Phone Numbers

In case of an emergency, coaches are to contact Safety & Security (SOS). If you are unsure whether to notify SOS, err on the safe side and contact SOS. If unable to reach SOS, call 911. This will alert the campus police to respond.

Fire, Ambulance, Police	911
Findlay Commons Desk	(814)-865-0464
South/Redifer Commons Desk	(814)-865-5263
Mount Nittany Medical Center	(814) 231-7000
PSU Police - Non-Emergency	(814) 863-1111
SOS (6:30 am - 11:00 pm) (SOPA Headquarters)	(814)-810-7750

When Calling 911 you will need to provide the following information:

- What the emergency is
- Where the emergency is
- Who is reporting the emergency
- Give a telephone number that they can call back
- Remain on the phone until released by the officer
- Assist in directing the emergency personnel to where they are needed

Lost or Missing Athlete

If an athlete becomes lost or missing, please notify the Special Olympics Safety (SOS) representative at your venue (identified wearing a bright orange Special Olympics Shirt) or contact the SOS Operations Center at (814)-810-7750. If you cannot contact SOS, dial (814) 863-1111 to alert campus police.

SAFETY AND SECURITY

Practice good hygiene habits all the time! Please remind everyone to:

- Keep your hands clean by washing thoroughly with soap and warm water or using an alcohol-based hand sanitizer;
- Keep cuts and scrapes clean and covered with a bandage until they are healed;
- Avoid contact with other people's wounds or bandages;
- Avoid sharing personal items such as towels, razors, or clothing;
- Routinely clean commonly used items like athletic equipment. Don't forget to clean equipment shared by athletes. (helmet, pads, etc.);
- Do not share cups, glasses, dishes, or cutlery;
- Avoid touching your face, eyes, nose, and mouth with your fingers;
- Cough or sneeze into a disposable tissue.

Overall Points of Safety

Please be sure to read over the following safety and security points. As always, the safety of all Special Olympics participants is the utmost priority. As a coach, it is your responsibility to ensure the safety of the athletes in your care.

- Be sure all athletes and coaches are wearing their credentials.
- Be generally aware of your surroundings. Seek out a SOPA security volunteer or staff member if anything seems suspicious to you.
- Carry a copy of all athlete medicals and coach volunteer forms (updated ones listing medical concerns and insurance information) with you at all times.
- Carry emergency phone numbers (in the Coaches Handbook) with you at all times.
- Meet and get to know any "day-of" volunteers who are assigned to your group.
- Be sure athletes know not to go off alone with unknown persons or to carry anything for anyone.
- Carry a cell phone if you have one and write down/carry cell phone numbers of other coaches in your delegation. If you are a HOD or a coach, make sure that the Games Committee has your number.
- Remember that there is a zero tolerance policy in effect for any pranks concerning safety issues by athletes, coaches or volunteers. Anyone violating that policy will be asked to leave the event with potential for further action.
- Set-up (if not already in place) a phone chain with parents and families back home so that they can be notified of an early arrival or a change/cancellation in the schedule which may happen before, during, or at the end of the event.
- Carry a flashlight in your backpack.

Extra Precautions at the Residence Halls

- Write down the names and hotel/dorm room numbers of all athletes. Make sure that the Games Committee has your most updated list of all delegates' room numbers.
- Write down the coaches' room numbers for the athletes so they can call if they need help.
- Give each coach a specific set of rooms (and keys) to notify and account for athletes in the event of an emergency.
- Confer with all coaches to confirm meeting point for your dorm in case of emergency.
- Do a final room check before going to bed to ensure all athletes are in rooms.
- Have athletes leave their shoes and coats in a place near the door so they can quickly put these on before leaving the dorm in the event of a fire.

- Keep a backpack or bag with the following items in it near the door so that you can quickly grab it on your way out: car/van keys, cell phone, emergency numbers, athlete medicals, wallet, shoes, and coat.

Meeting Points in Event of Emergency

Once on site at the Games, you will receive the meeting points for the dorms and the venues.

If there is a fire in the dorm or at a venue and you need to leave the facility, be sure coaches have accounted for all their athletes and fellow coaches. When leaving the building, follow instructions of SOPA staff/facility personnel and use nearest exit door. Stay where instructed until notified by resident hall/facility/SOPA staff.

Event/Location:	Shelter In Place: (Examples include but are not limited to lightening & extreme heat)	Evacuation: (Examples include but are not limited to fire & bomb threat)
Softball	Blue Band Building	
Medlar Field	Main Concourse under the Overhang	Across the street in Parking lot
Aquatics	McCoy Natatorium	Tennis courts behind the Nat
Tennis	Sarni Indoor Tennis	Open field at entrance to complex
Athletics	Multi-Sport Facility	Outside fields between Complex and Bryce Jordan Center
Sports Fest / Dance	IM Building	Fields behind building
Golf	Golf Pro Shop/ Buses in parking lot	9 Hole Golf Course at Centre Hills Country Club
East Halls	IM Building	Parking lot 82 on Park Avenue
White Building	The HUB Building	HUB lawn behind the building

Procedures for Total Evacuation from Area

- If SOPA has to ask delegations to evacuate from the Games completely, the following procedures will be followed:
 - SOPA will notify each HOD by phone or through a meeting (if time permits) of the need to evacuate. We have a master list to ensure we contact everyone.
 - If we are only leaving the vicinity and not the Games entirely, we will provide a meeting point and directions.
 - If the Games have been canceled and we are sending delegations home, we will give you any time constraints and any evacuation routes to follow if appropriate.
 - Heads of Delegation will account for all coaches and athletes and their belongings.
 - HOD will secure transportation for trip out of the area. If transportation is needed contact SOPA at (484) 335-3112.
 - Once everyone is accounted for, HOD will call (484)-335-3112 and either talk to or leave a message on voice mail with the following information:
 - Your Name
 - Delegation
 - Time of Departure
 - Final Destination
 - If possible, phone number where delegation can be reached (cell phone of HOD, coach, or bus company if available)
 - If an athlete is missing and the delegation is ready to depart, contact a staff person at your dorm or a staff person at the venue you may be leaving from. If time is crucial and you need

to leave the area, one staff person and one coach or volunteer from your delegation will stay behind to look for the missing athlete and the rest of the delegation will depart. Once the athlete is found, the coach and staff person will make plans to either meet up with the delegation if nearby or the staff person will arrange to take all parties back to the home program.

Medical Emergencies

Medical care for Summer Games will be provided by athletic trainers, physicians, and other medical professionals volunteering from across the Commonwealth.

- In the event that an athlete or coach needs to be picked up at the hospital, arrangements can be made with SOS Operations Center at 124 Johnston Commons.
- Athletic trainers and emergency medical technicians (EMT's) will be available at most venues to provide immediate emergency care for all participants throughout the Games.
- To request emergency medical or police assistance, contact the EMT or SOS Volunteer on your venue or call 911. Cases requiring an ambulance will be transferred directly to the hospital. The hospital is located three miles from Penn State Campus on the East Park Avenue extension, between Beaver Stadium and the Route 322 bypass.
- University emergency ambulance services are provided 24 hours daily for all visitors to the campus. Call (814) 863-1111 to receive ambulance service.

Medication Management

- Please refer to [Special Olympics Pennsylvania's Best Practice for Medication Assistance](#). This information can also be accessed on the Special Olympics Pennsylvania website on the Forms page: <https://specialolympicspa.org/forms>.
- Please ensure your athletes are completing the [Medication Assistance Consent Form](#) and your Class A volunteers traveling with the delegation are completing the [Medication Assistance Tracker](#) (on the next page).

**Special Olympics Pennsylvania
Medication Assistance Tracker**

Name of Athlete: _____

Name of Class A Volunteer: _____

Date	Medication	Time	Amount	Coach Initials	Comments

In Case of Injury or Illness

- All medical concerns, no matter how minor they appear, must be reported to the medical emergency personnel located at the first aid areas.
- Minor injuries can be brought to SOS in 12 Johnston Commons.
- If the condition is severe, stay with the athlete or person who needs assistance. Do not move the patient.
- Have someone seek help at the nearest emergency medical station or SOS Volunteer. Send someone to find the athlete's coach immediately.
- If requests of the coaches or chaperones are contradicted by the nature of the physical situation, the EMT protocol for providing medical treatment will prevail.

NIGHT INJURY OR ILLNESS

If an illness or injury occurs during the night, contact EMS by calling 911. A representative of the athlete's county will be required to be present during all treatment and travel to the hospital if it is required. Remember to take a copy of the athlete's application for participation (medical) with you to the hospital.

MEDICAL ASSISTANCE LOCATIONS

During Summer Games, athletic trainers, physicians and EMTs will be stationed at the venues and identified by a First Aid sign and red t-shirts with a white cross.

ATHLETE APPLICATIONS (MEDICAL FORMS) & RECORDING PROCEDURES

- Each athlete must have a current athlete application for participation (medical/parent) release form signed by an MD, DO, PA, CRNP, or FNP.
- Coaches must have copies of their athletes' application/release forms with them at all times.
- Coaches should notify the parent or guardian of an injured athlete when a serious injury occurs. In case of hospitalization, records of the incident will be completed in accordance with EMT protocol and held in the Summer Games file.

MEDICATIONS

Individuals taking medication should have a list of the medications used, as well as a schedule indicating the exact dosage and times of medications. Should an athlete or delegation member require treatment, the medical staff must have accurate information regarding that person's medication. Medical staff may not dispense medications or injections. Medications should never be given to athlete escorts to hold for athletes. If medications must be refrigerated, we suggest they be stored in the refrigerator located in the Head Coach's dorm room. The medication should be in the original prescription bottles with the physician's name and telephone number.

IMMUNIZATIONS

Athletes and coaches should have up-to-date immunizations, which include tetanus toxoid booster, during the last 10 years. It is suggested that all athletes and coaches consult their physician on this matter. The date of the most recent tetanus toxoid booster should be indicated on each athlete's application for participation (medical).

UNIVERSAL PRECAUTIONS

Standard Precautions combine the major features of Universal Precautions and Body Substance Isolation and are based on the principle that all blood, body fluids, secretions, excretions (except sweat), non-intact skin, and mucous membranes may contain transmissible infectious pathogens. They are a basic level of precautions which are to be used, as a minimum, in the care of all individuals.

Key Elements of Standard Precautions:

1. **Assume that every person is potentially infected with a bloodborne pathogen or Other Potentially Infectious Materials (OPIM)**
2. Hand Hygiene
 - a. Hand washing: wet hands and apply soap, rub all surfaces for 40-60 seconds, rinse hands and dry thoroughly with a single use towel, use the towel to turn off the faucet.

- b. Hand rubbing: for use when resources are limited; apply enough alcohol-based preparation product (hand sanitizer) to cover all areas of the hands, rub hands for 20-30 seconds until dry.
- c. Use hand hygiene techniques
 - i. Before and after any direct patient contact and between patients, whether or not gloves are worn
 - ii. Immediately after gloves are removed
 - iii. Before handling an invasive device
 - iv. After touching blood, bodily fluids, secretions, excretions, non-intact skin, and contaminated items, even if gloves are worn
 - v. During patient care, when moving from a contaminated to a clean body site of the patient
 - vi. After contact with inanimate objects in the immediate vicinity of the patient
- 3. Personal Protective Equipment (PPE)
 - a. Gloves
 - i. Wear when touching blood, bodily fluids, secretions, excretions, mucous membranes, and non-intact skin
 - ii. Change between tasks and procedures on the same patient after contact with potentially infectious material
 - iii. Remove after use, before touching non-contaminated items and surfaces, and before going to another patient. Perform hand hygiene immediately after removal
 - b. Mouth, Nose, Eye Protection
 - i. Use barrier devices (mask, valve, or shield) when performing CPR
 - ii. Use PPE to protect the mucous membranes of the eyes, nose, and mouth during procedures and patient-care activities that are likely to generate splashes or sprays of blood, body fluids, secretions, and excretions.
- 4. Linens
 - a. Handle, transport, and process used linen in a manner which
 - i. Prevents skin and mucous membrane exposures and contamination of clothing
 - ii. Avoids transfer of pathogens to other patients and/or the environment
- 5. Waste Disposal
 - a. Ensure safe waste management
 - b. Treat waste contaminated with blood, bodily fluids, secretions, and excretions as clinical waste, in accordance with local regulations
 - c. Discard single use items properly

Information on First Aid/CPR/AED Certification

The Good Samaritan Law in Pennsylvania only covers those who possess current certification in first aid, basic life support or advanced life saving through the American Red Cross, America Heart Association or equivalent. You may review the Good Samaritan Law in PA Title 42, Judicial Procedure, Chapter 83, Sections 8331, 8331.2, 8331.3, and 8332 at

<http://www.legis.state.pa.us/WU01/LI/LI/CT/HTM/42/42.HTM> or view an overview here http://www.redcross.org/images/MEDIA_CustomProductCatalog/m18105116_Central_PA_Good_Sam.pdf.

How to obtain a First Aid/CPR/AED Certification from the American Red Cross or American Heart Association

American Red Cross

1. Visit www.redcross.org
2. Select Training & Certification from the headers at the top of the page.

3. Enter your zip code in the location field and select First Aid, CPR, AED for Lay Responders in the class category field. There is also a First Aid, CPR, AED for Professional Responders, this course is for safety professionals or healthcare providers ONLY.
4. Click on Find Classes, choose an appropriate class near you, and follow the instructions to register.
5. Classes range from \$50-\$110
 - a. First Aid, Health and Safety for Coaches (online only) - \$50
*Note: This course does not include CPR/AED training; students are encouraged to register for a CPR/AED course as a complement to this course.
 - b. Adult CPR/AED - \$70
 - c. Adult First Aid/CPR/AED - \$90
 - d. Adult and Pediatric First Aid/CPR/AED - \$110

American Heart Association

1. Visit www.heart.org
2. Select CPR & ECC from the headers at the top of the page
3. Select Find a Course and choose Classroom & Skill Sessions
4. Enter your zip code and select View Scheduled Classes and enter the date range
5. Under Do you know which course you need? Select Yes and choose Heartsaver First Aid/CPR/AED
6. Select an open course to reserve a seat
*Note: Some listed training locations are for scheduled corporate trainings. You may want to contact the course instructor before reserving a seat to ensure the course is open to individuals outside of that organization.

OR

1. Schedule a group training by contacting AHA at heartsaver@heart.org
2. Use the subject "Heartsaver Training"
3. In the body of the email indicate company name, zip code, and how many people will be at the training.

SUN PROTECTION

Athletes should have a good sunscreen (SPF 15 or better). Each athlete should test the sunscreen before the Games to be sure that it does not cause skin irritation or an allergic reaction. Sunscreen is available at the first aid area of all outdoor venues. Water is provided at all venues; please remember to stay hydrated during the events.

DIET

Encourage a balanced plate including all food groups; fruit, vegetables, whole grains, lean proteins, and dairy.

- Fruits and vegetables can be high in fiber and provide many vitamins and minerals.
- Whole grains are less processed than white/refined grains. They provide more nutrients and fiber which is heart healthy and keeps us feeling full.
- Protein helps our muscles to build and recover after workouts, it also helps us feel full and satisfied. Lean proteins have less saturated fats. Saturated fats can increase our risk for heart disease and strokes.
- Dairy foods provide calcium that helps us maintain strong bones, they are also a good source of protein. Dairy may not always be included at every meal, but when it is we want to choose low fat and non-fat dairy to reduce our intake of saturated fats. Dairy and dairy alternative foods should be consumed 2-3 servings a day.
- Beverages keep us hydrated but many contain large amounts of excess sugar, providing empty calories that can lead to weight gain and increase risk for chronic diseases. Drink mostly water to avoid excess sugar.
-



FIRE SAFETY

This section will provide you with basic information to help you make sound judgments in the event of a fire emergency. Vacate the building as quickly as possible by using the stairs, not the elevator. In some cases, you may be safer in your room. Please take a few moments to read this -- it could save your life:

- As soon as you get to your room, locate the nearest fire exit. Count the number of doors from your room to the fire exit - you may have to find that fire exit "blind" in a dark or smoke-filled hallway.
- After hearing the fire alarm, don't panic. Before opening the door, feel it at the bottom (first) and the top (second). If the door is cool, proceed to the nearest fire exit.
- Be prepared to retreat.
You may enter a fire exit stairwell that is clear on the upper floor, only to find thick smoke as you go down. Don't try to force your way through. Go back to your room or the roof.
- If the door is hot, there may be fire or super-heated gas in the hall. Do not open the door. Stuff sheets or towels around cracks in the door to keep the smoke out.
- Open a window, but be prepared to close it if smoke comes in. Before you break a window to let in fresh air, consider that you might let in more smoke instead, with no way of closing the broken window. Once the window is open, wave a towel or a piece of clothing out the opening so fire rescue personnel can identify where you are.
- **PLEASE NOTE:** The Head of Delegation is responsible for supervising the safe evacuation of the entire delegation in accordance with the above fire safety information. In the event of evacuation, the Head of Delegation should assemble and account for all members of their delegation and report accountability status to the SOS desk as soon as possible after evacuation.

Gather up at the assembly point provided for the dorm or venue. Assembly points for each venue/dorm area are:

- East Halls – Olympic Village
- South Halls – Olympic Village
- Rec Hall – Fisher Plaza, east of Kern Bldg.
- Jeffrey Field –field between Jeffrey Field and Bryce Jordan Center
- Multi-sports Complex - Outside fields between Complex and Bryce Jordan Center
- IM Building – Tennis courts on the side of building
- White Building - HUB lawn behind the building
- Natatorium - Tennis courts behind the Nat
- Sarni Tennis - Open field at entrance to complex
- Holuba Hall – Turf field south of building
- Golf – small clubhouse near parking lot
- Track – area behind Multi-Sports Complex
- Medlar Field – Parking Lot north of the field

SUPPORT SERVICES

Recycling Centers

Special Olympics Pennsylvania and Penn State University recycle. Please ensure that your cans, glass, and plastic bottles end up in the appropriate receptacles which can be found on each venue. Think Green!

Housing

ATHLETE HOUSING GUIDELINES

Safety Statement

Special Olympics Pennsylvania (SOPA) is responsible for providing appropriate and safe environments for all facets of the program, and the health and safety of every athlete is the highest priority for SOPA.

Risk management principles will be applied to all aspects of Special Olympic Pennsylvania activities. Although it is not possible to avoid all risks associated with sports trainings and competition and other Special Olympics activities, we must consider ways to avoid or minimize identifiable risks when practical. The risk of most concern to Special Olympics Pennsylvania is any threat to the safety of Special Olympics athletes.

Guidelines for Athlete Housing During Overnight Travel

In situations where athletes are required to travel and stay overnight in hotel/motel/dorm accommodations, the Special Olympics Pennsylvania will provide appropriate supervision. It is understood that this can be maintained without a volunteer being present in every room at all times.

1. Under no circumstances may a SOPA coach, Unified Partner, volunteer or chaperone be assigned to share a room with an athlete of any age or gender unless the chaperone is the same gender parent, guardian or other family-designated adult, and that chaperone has been properly registered and screened. For purposes of this requirement "properly registered and screened" means the individual has completed Class A volunteer screening.
2. Individuals of opposite gender shall not be assigned to the same room except as provided below (NEW). **Please note that Special Olympics has approved these exception but The Penn State Housing Policy does not allow for individuals of the opposite sex to be housed on the same floor or same room.**
 - I. A required one-on-one chaperone who is a parent, guardian or other family-designated adult who has been properly registered and screened (received Class A volunteer screening).
 - II. Married athletes who are both attending the event as members of a registered delegation. This exception does not apply to the spouse of an athlete who is not participating in the event, but attending solely as a spectator.
 - III. Married volunteers who are both attending the event as members of a registered delegation. This exception does not apply if one of the volunteers is required to share a room with an athlete except as noted below in 3) a) (other than the married couple's child) as this scenario will create a situation whereby an athlete is housed with a volunteer of the opposite sex.
 - IV. Housing in a facility that has multiple private rooms in addition to living space (such as a condominium or dormitory). Both males and females may be assigned to one condominium, if necessary, but private rooms may not be shared by individuals of the opposite sex. Chaperones must also be housed in the condominium and that chaperone/athlete ratio (as outlined above) must be maintained.

- V. Use of barracks or other facilities (such as a gym) where a large number of individuals are assigned to one room. Athletes and volunteers must be separated as much as possible by gender, (for example, females on one side of the gym and males on the other side).
3. All reasonable efforts will be made to house athletes (or Unified Partners) of appropriate age ranges together.
 - a. In order to participate in an overnight event, athletes (or Unified Partners) under the age of ten (10) must be accompanied by a properly registered and screened parent, guardian or other family-designated adult individual for the duration of the event.
 - b. Under no circumstances is an athlete (or Unified Partner) 18 years of age or older permitted to room with an athlete (or Unified Partner) 13 years of age or younger. When athletes (or Unified Partners) over 18 years of age are rooming with athletes (or Unified Partners) under 18 years of age, there shall be no more than a four year age difference between those athletes (or Unified Partners). To the maximum extent possible, when athletes (or Unified Partners) between the ages of 10 and 17 will be housed together, they shall be housed such that there is no more than a four year age difference between the youngest and oldest.
 4. All reasonable efforts should be made to house athletes of similar functional abilities together. Local programs must note special needs (wheelchair access, allergies, etc.) when submitting housing requests, and reasonable attempts will be made to accommodate such needs within the constraints of this policy and the limitations of the facility itself. If any such special need cannot be met the local program shall give notice to the athlete(s) affected or, in the case of a minor or athlete incapable of consenting on his/her own, to his or her parent or guardian.
 5. If an athlete is required to have one-to-one supervision due to a previously reported incident/action, the athlete and same gender chaperone may not stay in the same room with other members of the delegation.
 6. Please assign athletes (or Unified Partners) of the same gender one per bed, and two to a room.
 7. For athletes under the age of 10, please assign a properly registered and screened same gender parent, guardian or other family-designated adult individual to their room. If the adult staying with the 8 or 9 year old athlete would not otherwise be attending the competition, please register them as a delegation volunteer and note their role as a chaperone for a young athlete on the coach entry form. Programs will not be charged an additional fee for this chaperone.
 8. Please follow the new guidelines carefully. **You are required to assign as many athletes to each room as possible (2) while adhering to the requirements of these new guidelines.**
 9. Please include the athlete's (or Unified Partners) age on the HOUSING REQUEST FORM.

SOPA will attempt to station medical and security personnel at each hotel/motel/dorm and a specific room(s) will be designated for these personnel. In addition, where possible, a SOPA staff person will be housed in each hotel/motel/dorm. Whenever feasible, overnight roaming security patrols will be implemented for delegation safety.

Special Olympics athletes, coaches and heads of delegation will be housed in the South Halls housing areas of Penn State University. Delegations will be housed in the same residence hall whenever possible - however, males and females will be separated by floors. It is the responsibility of the coaches to supervise all athletes in the residence hall. Participants requiring the use of a wheelchair will be housed on the ground floor of each facility in specially equipped rooms when available.

East Halls Complex

The East Halls complex contains 16 residence halls with Findlay Commons acting as the SOPA headquarters. All rooms within each building will house two occupants. The rooms contain two single beds with 2 flat linens provided by Penn State, two desks and chairs, two chests of drawers, one large sliding door closet and a small refrigerator with microwave oven. Delegations should bring their own towels, face cloths, soap, blankets pillows, pillowcases and fans. Please note that all residence halls within the East Halls Complex have automatic locking room doors as part of the safety & security of our residents. You will need to always carry your Conference Room Card with you if you leave your bedroom or you will get locked out of your room. If you are locked out of your room, you will need to go to Findlay Commons Desk to have a staff let you back into your room. If you loose your Conference Room Card it will be a \$20.00 replacement fee.

NOTE: Beds will not be made when you arrive. Your delegation is responsible for making your own beds.

Plastic protective coverings for beds being used by bed wetter's will not be provided by PSU. If necessary, delegations should make arrangements to bring plastic mattress covers. Delegations will be billed for any damaged mattresses; missing linen. Cleaning supplies can be obtained at the Findlay Commons Desk.

HOUSING SECURITY

Residence halls will be locked at all times. Swipe cards must be used to enter each resident hall. **Persons may not enter or leave the facility after 11:00 pm without proper authorization.** University Police Services will patrol the perimeter of the East Halls Complex from 10:00 pm to 6:00 am. Coaches will be given swipe cards to enter buildings after Coaches Meetings. For all security problems, contact the following personnel during the specified time period:

6:00 am - 11:00 pm: SOPA Headquarters in 122 Johnston Commons (814)-810-7750

Other Times: Findlay Commons Desk: (814) 865-0464

University Police Services, (814) 863-1111

Keep your door locked at all times. Do not leave personal items or valuables out in the open or unattended. The best deterrent to theft is a locked door. Should theft occur, report it immediately to SOPA headquarters. The University and SOPA, Inc. assume no responsibility for items lost or stolen or damaged by fire, water or any foreign material

NOTE: Beds will not be made when you arrive. Your delegation is responsible for making your own beds. Plastic protective coverings for beds being used by bed wetter's will not be provided. If necessary, delegations should make arrangements to bring plastic mattress covers. Delegations will be billed for any damaged mattresses. Cleaning supplies can be obtained at the information desk at South/Redifer Commons.

HOUSING SECURITY

Each residence hall will be locked at all times. Swipe cards must be used to enter each resident hall. Persons may not enter or leave the facility after 11:00 pm without proper authorization. University Police Services will patrol the perimeter of the East Halls Complex from 10:00 pm to 6:00 am. Coaches will be given swipe cards to enter buildings after Coaches Meetings. For all security problems, contact the following personnel during the specified time period:

6:00 am - 11:00 pm: SOPA Headquarters in 124 Johnston Commons, (814)-810-7750
Other Times: or at the South Halls/Redifer Housing and Information Desk (814) 865-5263
or the Findlay Housing Information Desk (814) 865-0464
or University Police Services, (814) 863-1111.

Keep your door locked at all times. Do not leave personal items or valuables out in the open or unattended. The best deterrent to theft is a locked door. Should theft occur, report it immediately to SOPA headquarters. The University and SOPA, Inc. assume no responsibility for items lost or stolen or damaged by fire, water or any foreign material.

SMOKING POLICY

There will be no smoking or vaping at SOPA Events! Thank you!

WINDOWS

Screens must remain in place at all times. Throwing trash or any other articles from the windows, exits or stairwells will result in action against the visitor assigned to that room.

VANDALISM

Damage to property belonging to the University or to others may require restitution from the person(s) responsible for such damage as well as subjecting the person(s) responsible to legal action. Cost of damage or loss of University property will be charged to individual delegations.

TRESPASSING

The unauthorized presence in or use of any university building or facility is prohibited by law. Only residents, properly registered guests or university officials are authorized to have access to residence halls. All violators will be subject to criminal prosecution.

VENDING MACHINES

Vending machines are located in each residence hall. Requests for refunds resulting from the loss of money or product dissatisfaction should be reported to the vending company. Their contact information is located on the vending machine.

LAUNDRY FACILITIES

Washer and dryers are located on alternating floors of all residence halls. To use these facilities you can add money to your swipe card or purchase a Lion Cash card at the Housing Desk. Please note that money placed on these cards cannot be returned so only put on the card what you think you will use.

COURTESY RULES

Coaches and Heads of Delegation are responsible for the conduct of their athletes at all times.

- Quiet time begins at 11:00 pm each night.
- There will be no running in the hallways.
- When going from your room late at night, do not disturb people who may be trying to sleep.
- Refrain from horseplay or rowdy behavior.
- Refrain from playing radios loudly.

FIRE EXTINGUISHERS

Fire extinguishers and fire alarms are to be used in case of fire. Buildings must be completely evacuated for all fire alarms. Anyone found discharging a fire extinguisher for purposes other than a fire or tampering with alarms, hose or smoke detectors will be fined and may be turned over to authorities.

MISCELLANEOUS HOUSING RULES

The following are strictly prohibited anywhere in the residence halls:

- Gambling
- Possession, sale or use of any controlled substance without a physician's prescription
- Possession or use of candles, lanterns, volatile solutions, explosives, fireworks or other dangerous materials
- Possession or use of any weapon or firearm, whether or not a license has been issued
- Possession or use of air conditioners or outside television antennas
- Possession or use of food heating, cooking or other food preparation devices not provided by Penn State University
- Possession or use of alcoholic beverages
- Wearing of spikes, cleats, skates or other athletic shoes which will damage floor or carpeting
- Water guns and cannons

Transportation

Bus Route Schedule

Venue Loop buses will run continuously during competition hours, from 11:30 AM to 6:00 PM Thursday
Friday 7:00 AM to 6:00 PM Saturday 7:00 AM to 4:00 PM
- Pickup for all venues will be at Mifflin Road bus stop

Bus services will be mostly provided by Penn State (Blue buses all will have signs in the front windows)
be provided for only those with ADA needs from the Dorms to Opening Ceremonies at Medlar Field.

Parking

Penn State University has made Special parking arrangements for Summer Games that will allow staff, participants, volunteers, and parents to park their vehicles on campus without charge provided that the vehicles are located in the designated lots. The following lots are designated for Special Olympics:

- East Deck
- Lot 43
- Stadium West
- Jordan East
- Porter North
- Orange A Ag Arena
- Lot 82 – Section along Park Avenue only
- Lot 81 – Sections along Curtin Road and McKean Road only

Note: When visiting the track please use the parking lots not the grass areas

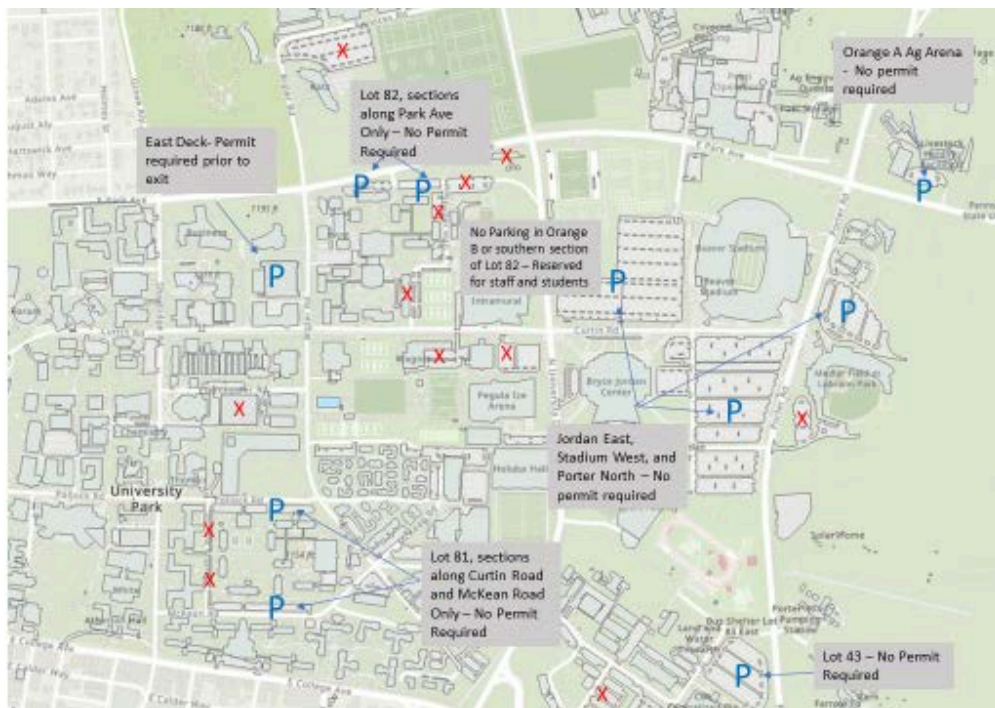
Parking for Special Olympics staying in the Campus Residence Halls

Parking is available at no charge in the following lots, no permit required except at East Deck. (If you park at East Deck come to SOS desk at 124 Johnston Commons for a pass before you depart the deck):

- East Deck (need pass to exit)
- Lot 43
- Stadium West
- Jordan East
- Porter North
- Orange A Ag Arena

Lot 82 – Section along Park Avenue only

Lot 81 – Sections along Curtin Road and McKean Road only



GOLF CARTS

Golf carts are for Summer Games official use only. We recommend that Heads of Delegation bring bicycles along to travel around campus.

Meals

Wednesday, June 5

Dinner (HODS & registered guests only) immediately following the HOD meeting

Thursday, June 6

Breakfast (HODS, registered guests and staff only) 6:30 am - 10:00 am
 Lunch 11:00 am - 2:00 pm (HODS, registered guests committee and staff only)
 Dinner 3:00 pm - 7:30 pm

Friday, June 7

Breakfast 6:30 am - 10:00 am
 Lunch 11:00 am - 2:00 pm
 Dinner 4:00 pm - 7:30 pm

Saturday, June 8

Breakfast 6:30 am - 10:00 am
 Lunch 11:00 am - 2:00 pm

GUEST MEAL RATES*

Family and guests may eat in the Findlay Dining Commons. The guest cash rates are as follows:

Dinner - Wednesday \$15.00 (must order in advance through HOD)

	<u>Adults</u>	<u>Children (under 10)</u>	<u>Children (under 3)</u>
Breakfast	\$6.00	\$3.00	FREE
Lunch	\$9.00	\$6.00	FREE
Dinner	\$11.00	\$7.00	FREE

*Prices are all subject to change at the event.

Tickets may be purchased from the "ASK ME" desk in 122 Johnston Commons or at the family table in Olympic Village.

DINING HALL PROCEDURES

- Each participant and coach must wear their credential when entering the dining hall.
- Swipe cards must be used to enter the cafeteria. If lost, you must report to the Housing desk to receive a new one.
- Each swipe card is good for one meal at a time. If you attempt to use the card more than once, the second swipe will not be accepted.
- Notify the meal volunteer checking in the athletes to the dining hall if the athlete has been prescribed dietary specifications.
- Remember to arrive during dining hall hours of operation; the dining hall will close on time and latecomers will not be able to enter.
- There will be bagged lunches served at the golf venue on Friday. In all other sports, coaches are responsible for getting their athletes to the dining hall for meals. Due to the change in the athletic schedule, all competitors should have time to go to lunch in the dining room. Notify volunteer escorts of your athletes' meal times. **REMEMBER THAT IF YOU EAT A BAGGED LUNCH AT YOUR VENUE THEN YOU CANNOT EAT THAT MEAL IN THE DINING ROOM.**
- The bus route routinely stops near the dining hall, so travel to and from the cafeteria should not be a problem. For those spectators observing gymnastics events at the White Building, the Hetzel Union Building (HUB) is located next to the event site, providing an array of dining areas on the ground floor. Individuals must pay for food at the HUB otherwise the meals at East Halls are included in your stay for coaches and athletes.
- Coaches should assist the food services staff by having the participants leave the dining room immediately when they are finished with the meal. This will help move everyone through in a shorter time with less confusion.
- Parents and guests must purchase meal tickets in Olympic Village at the family registration table or at the "ASK ME" desk in 122 Johnston Commons.

Menu – Findlay Dining Commons

Thursday June 6th Dinner 3:00 - 7:30 pm

Entree with Vegetables:

Turkey
Golden Gravy
Grilled Chicken (GF, HF)
Mashed Redskin Potatoes
Corn

Vegetarian:

Quinoa Falafel
Cucumber Sauce
Pre-packaged Salad

Desserts:

Chewy Chocolate Chip Cookie (M)
Sugar Cookie with Sprinkles (M)

Friday June 7th Breakfast 6:30 am 9:30 am

Oatmeal
Oatmeal Toppings Bar
Fruit Bar
Sausage Links (GF)
Scramble Eggs (M, GF)
Scrambled Egg Whites (M, GF)
French Toast Sticks (M)
Maple Flavored Syrup (V, GF)
Shredded Hash Browns (V, GF)
Hard Cooked Eggs (M, GF)

Assorted Muffins

Friday June 7th Lunch 11:00 am - 2:00 pm

Entrees with Vegetables:

Cheeseburger
Hamburger (Available by Request)
Grilled Chicken (GF, HF)
GF Hamburger Roll (Available by Request)
Burger Topping Bar (M, GF)
Roasted Potatoes
Antiqua Blend (V, GF)
Modified Salad Bar

Vegetarian:

Vegetable Paella

Desserts:

Chewy Chocolate Chip Cookie (M)
Sugar Cookie with Sprinkles (M)

Friday June 7th Dinner 4:00 pm - 7:30 pm

Entrees with Vegetables:

Chicken Teriyaki Stir-Fry
Grilled Chicken (GF, HF)
Steamed Rice
Roasted Carrots

Vegetarian:

Vegetable Teriyaki Stir-Fry
Pre-packaged Salad

Desserts:

Chewy Chocolate Chip Cookie (M)
Sugar Cookie with Sprinkles (M)

Saturday June 8th Breakfast 6:30 am - 9:30 am

Oatmeal
Oatmeal Topping Bar
Fruit Bar
Sausage Patty (P, GF)
Scramble Eggs (M, GF)
Scrambled Egg Whites (M, GF)
Buttermilk Pancakes (M)
Maple Flavored Syrup (V, GF)
Tater Tots (V)
Hard Cooked Eggs (M, GF)

Assorted Muffins

Saturday June 8th Lunch 11:00 am - 2:00 pm

Entrees with Vegetables:

Lexington Pulled Pork
Grilled Chicken (GF, HF)
Macaroni & Cheese
Broccoli Florets
Modified Salad Bar

Vegetarian:

GF Penne with White Beans & Vegetables

Desserts:

Chewy Chocolate Chip Cookie (M)
Sugar Cookie with Sprinkles (M)

SPECIAL EVENTS

Opening Ceremonies

Date: Thursday, June 6

Time: 7:15 pm - 8:25 pm

Agenda: 5:30 pm - Delegation walk from Findlay Dining Commons to Staging (Red Star on map)

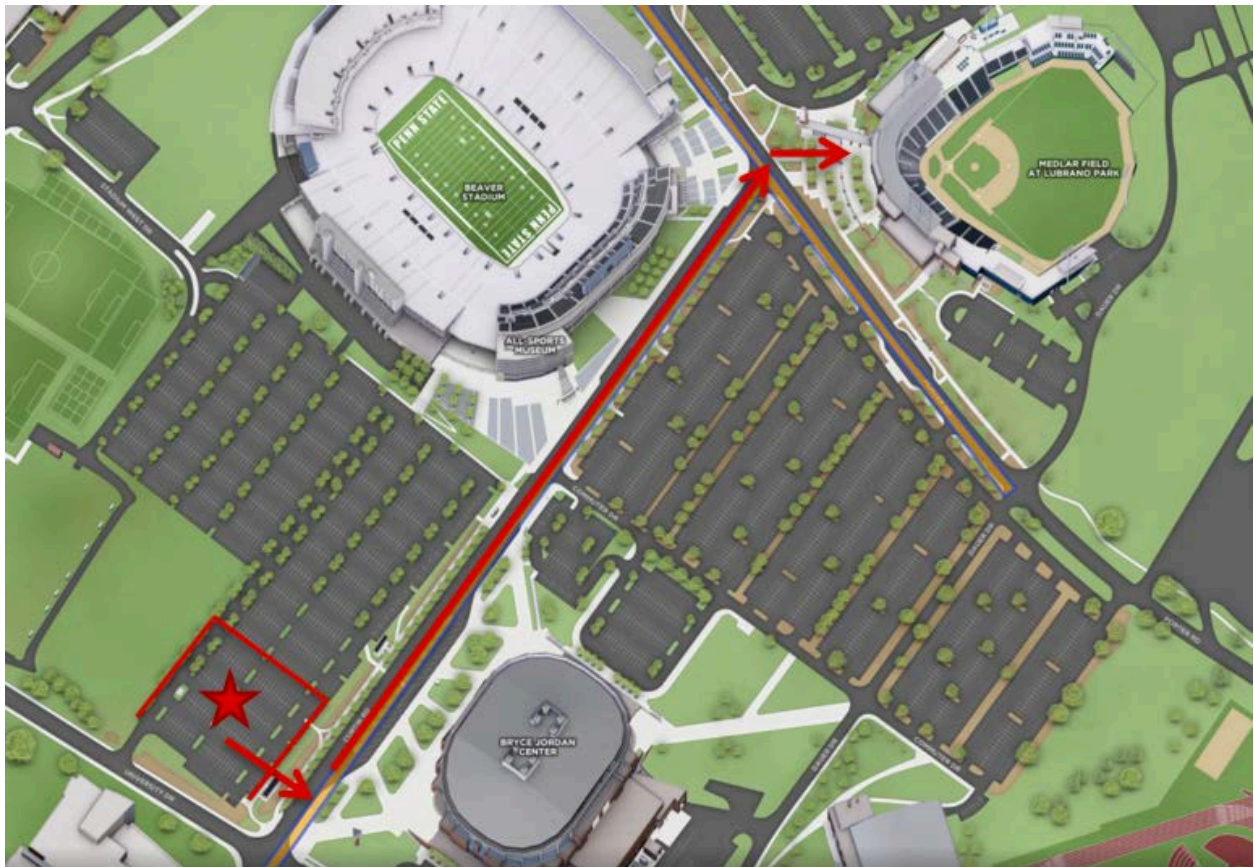
5:35 - 6:30 pm Parade of Athletes Staging Stadium West

6:40 pm - 7:10 pm Parade of Athletes (Red Arrows on map)

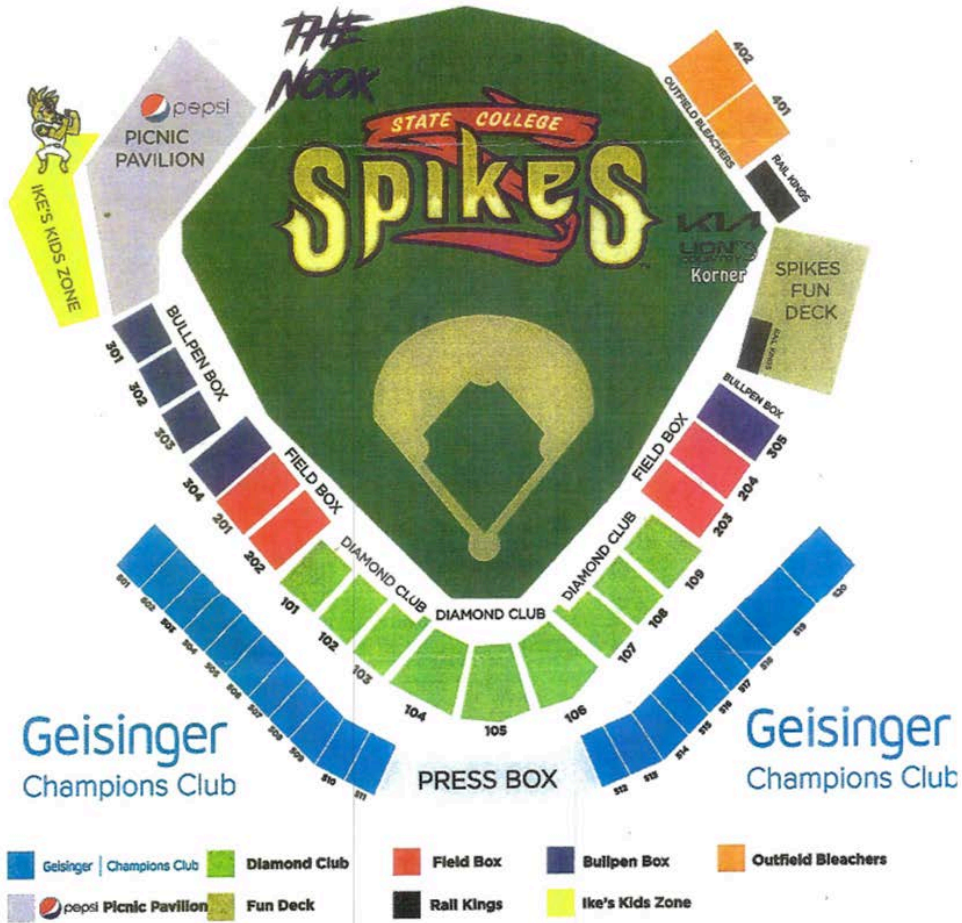
7:15 pm Opening Ceremonies Welcome Remarks

Location: Medlar Field, State College Spikes Stadium

Rain Back-up: Pegula Ice Arena



Seating Chart



**Opening Ceremonies
For Athletes, Coaches and
Families**

Everyone will be encouraged to walk to the event. Two ADA buses and 2 PSU school buses will loop to Pegula during the event.

Only if you must drive:
ADA parking is allowed in Yellow H shields lot, a valid ADA placard or plate is required.

Regular parking available in Jordan East, Stadium West, and Porter North at no charge, no permit is required.

Everyone parking in the lots is asked to use the marked crossing at the traffic light at Curtin Road and University Drive.



Olympic Village

Location: Grassy Area behind the IM Building / Near the Softball Park

Dates/Times:

Thursday 1:00 pm - 4:00 pm
 Friday 10:00 am - 4:00 pm
 Saturday 10:00 am - 2:00 pm

Olympic Village provides entertainment and recreational fun for all athletes attending the Games. There will be exciting games, arts and crafts, snacks, and special guest appearances. The following is a tentative list of activities.

ACTIVITIES & ENTERTAINMENT

Arts & Crafts
 Petting Zoo
 Sheetz Prize Wheel
 Shaver's Creek
 Hands-on Science Activities
 Mascots
 Fire truck
 Music
 Magician
 For Good Troupe Dancing

Pop Corn
 Cotton Candy
 Sno-Kones
 Lawn Games
 Dunk Tank
 Therapy Dogs
 Rabbits
 Face paint/tattoos
 Centre County Dairy
 Centre Safe Prize Wheel

Sherriff
 Motorcycles
 Bingo
 Family Tent
 Eat n'Park Cookie Cruiser
 Vamos Lion Chariot
 Basketball Machine
 Insect Zoo
 Badminton
 Superheroes



*Green boxes represent Sports Fest and Victory Dance events.

Family Ice Cream Social

Date: Friday, June 7th
Time: 7:00 pm – 8:00 pm
Location: Grassy Area behind the IM Building / Near the Softball Park

Sports Fest

Date: Friday, June 7th
Time: 5:30 pm - 9:00 pm
Location: Grassy Area behind the IM Building / Near the Softball Park

Victory Dance

Date: Friday, June 7th
Time: 7:00 pm – 9:00 pm
Location: Grassy Area behind the IM Building / Near the Softball Park

Opening Eyes, Healthy Athletes

Location: Johnston Commons Patio Tent
Dates/Times: Thursday, 1:00 pm – 5:00 pm
Friday, 9:00 am – 5:00 pm

Opening eyes screening offers FREE vision and eye examinations, prescription eyeglasses if needed and prescription protective sports eyewear if needed. Athletes in need of glasses will be able to select their frames and in most cases, will receive their glasses by the end of the weekend. *This screening is for athletes only.*

Special Smiles, Healthy Athletes

Location: Johnston Commons Patio Tent
Dates/Times: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 5:00 pm

Special Smiles offers FREE dental check-ups, tips on how to clean your teeth, sports mouth guards if needed, toothbrushes, toothpaste, and dental floss. *This screening is for athletes only.*

Healthy Hearing, Healthy Athletes

Location: 103 Johnston Commons Conference Room
Dates/Times: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 4:00 pm

This program is designed to assess the prevalence of possible hearing loss among Special Olympics athletes, and to identify specific athletes who need audiological evaluations to determine if hearing loss exists and requires treatment. This screening is for athletes, Unified Sports® partners, coaches and family members.

Fit Feet, Healthy Athletes

Location: Johnston Commons Patio Tent
Dates/Times: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 5:00 pm

This program is designed to evaluate foot and ankle deformities by evaluating the skin, nails, bones and joints of the feet, examining the function of the feet and gait and examining the shoes and socks of the athletes. *This screening is for athletes only.*

FUNFitness, Healthy Athletes

Location: Johnston Commons Patio Tent
Date/Time: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 5:00 pm

FUNfitness is a screening designed to assess and improve flexibility, function, strength, and balance and to provide a hands-on opportunity for athletes to learn about physical therapists. *This screening is for athletes only.*

Health Promotion, Healthy Athletes

Location: Johnston Commons Patio Tent
Dates/Times: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 5:00 pm

This program encourages Special Olympics Athletes to improve their nutrition, keep physically active, and modify lifestyles to lower disease risk. *This screening is for athletes only.*

Strong Minds, Healthy Athletes

Location: Johnston Commons Patio Tent
Dates/Times: Thursday 1:00pm-5:00pm
Friday, 9:00 am – 5:00 pm

This program increases athletes' awareness of active coping strategies that can be used in competition and in life and supports athletes to identify stress management/coping strategies that they like and think they will use. *This screening is for athletes only.*

* NEW * The AHN Chill Room

Location: IM Building, Room 8
Dates/Times: Thursday, 10:00 am – 4:00 pm
Friday, 10:00 am – 4:00 pm
Saturday 10:00 am – 2:00 pm

Allegheny Health Network (AHN) will be offering their "Chill Project." The Chill Project aims to bring a safe, calm atmosphere when participants need time to experience calmness, learn evidenced-based coping strategies, and talk through their concerns.

The AHN Chill Project is providing a drop-in space and two mental health professionals, preventive written materials, and strategies to help our athletes cope with stress, anxiety, failure, and a range of other topics.

Family Events Schedule

Thursday, June 6

1:00 pm - 4:00 pm	Olympic Village	Grassy Area behind the IM Building / Near the Softball Park
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Friday, June 7

10:00 am - 4:00 pm	Olympic Village	Grassy Area behind the IM Building / Near the Softball Park
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7:00 pm - 8:00 pm	Ice Cream Social	Grassy Area behind the IM Building / Near the Softball Park
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Saturday, June 8

10:00 am - 2:00 pm	Olympic Village	Grassy Area behind the IM Building / Near the Softball Park
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Awards Schedule

Thursday, June 6

1:00 pm - 4:30 pm	Athletics Awards from AM Events	Outdoor Track
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Friday, June 7

8:00 am - 8:30 am	Equestrian Trail Awards	Snider Ag Arena
12:00 pm - 12:30 pm	Athletics Awards from AM Events	Outdoor Track
12:30 pm - 1:30 pm	Golf Awards (L1, L2, L4)	9 Hole Centre Hills
3:00 pm - 4:00 pm	Basketball Individual Skills - Awards immediately after	
4:00 pm - 4:30 pm	Dressage, Showmanship, Games Awards	Snider Ag Arena
4:30 pm	Gymnastics	

Saturday, June 8

8:00 am - 12:00 pm	Equestrian English, Western comp rolling	Snider Ag Arena
8:00 am - 3:30 pm	Swimming rolling Awards	Outdoor Pool
8:00 am - 2:00 pm	Basketball 5v5 competition rolling awards	IM Building
8:00 am - 3:30 pm	Athletics competition rolling awards	Outdoor Track
9:00 am - 1:00 pm	Basketball 3x3 competition rolling awards	White Building
10:30 am - 12:00 pm	Swimming Fundamentals Finals awards	Tent Johnston
Commons Patio		

1:00 pm	Softball Individual Skills awards	Tent Johnston
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Commons Patio

1:00 pm	Gymnastics awards	White Building
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2:00 pm	Tennis awards	Tent Johnston
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Commons Patio

2:30 pm	Softball Team awards	Park Avenue Fields
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RESPONSIBILITIES

All Participants

1. Participants must agree to abstain from the use of alcohol and other habit-forming drugs throughout the event. This abstention begins upon departure from the local pick-up point through the return of the athletes to their families.
2. Participants should dress and act at all times in a manner which will be a credit to Special Olympics.
3. All emergencies must be reported to the appropriate authorities after immediate action is taken to ensure the health and safety of the participants (see Medical Emergency Procedures on page 41).
4. Abide by the Honest Effort Rule (page 16).
5. Practice good hygiene habits all the time.
6. Recycle all cans and bottles in the available containers.

All Coaches

Coaches attending Summer Games must accept and carry out the following responsibilities while providing for the general welfare, safety, health and well-being of each Special Olympics athlete under their supervision.

Coaches must provide the following specific services to each Special Olympics athlete in their charge:

- 24-hour supervision of athletes, working in cooperation with other coaches
- Assurance that athlete credentials are worn at all times
- Assistance in reporting to competition area at the proper time
- Assistance in accounting for luggage and personal items at all times
- Assistance in taking full advantage of clinics and other special events
- Assistance in maximizing the benefits achieved through participation
- Assistance in moving to and from the dormitory
- Assistance in being assembled at the proper time and place at all events
- Assistance that prescribed medications and injections are taken at proper times
- Ensure the whereabouts of athlete medication at all times
- Enforce the Honest Effort Rule (see page 16).
- Assistance in getting the athlete to meals during assigned times
- Be neat in appearance and well groomed. A coach should be dressed in an appropriate manner for competition and wear clothing that is moderately fitting and in good taste.
- Set a good example for the athletes by not wearing denim pants or shorts during competition.
- Practice good hygiene habits all the time! Please remind athletes to also practice good hygiene habits found on page 40 of this handbook.
- Recycle all cans and bottles in the available containers.

Head of Delegation (HOD)

Each local program has designated a person to serve as Head of Delegation. This is the individual responsible for the coordination and management of the delegation in matters that affect the entire delegation, particularly as it relates to the following: appropriate conduct of coaches, transportation, housing, meals, entertainment, etc. The HOD may not be assigned to coach a sport.

- Provide 2 copies of the Travel form to the registration table upon arrival Wednesday
- Attend all scheduled head of delegation meetings
- Communicate and give all head coaches information regarding their sports
- Ensure that accident report forms are completed
- Ensure the conduct of their coaches at all times

- Ensure credential holders and coach and athlete evaluations are returned before departure
- Ensure that delegation rosters are updated and returned to the competition committee.
- Relay all schedule changes and meeting information to all coaches.
- Enforce the Honest Effort Rule (see page 16).
- Be neat in appearance and well groomed. An HOD should be dressed in an appropriate manner for competition and wear clothing that is moderately fitting and in good taste.
- Practice good hygiene habits all the time! Please remind athletes and all coaches to also practice good hygiene habits found on page 40 of this handbook.
- Recycle all pizza boxes, cans and bottles in the available containers.

Head Coach

The head coach is the individual directly responsible for the coordination and management of those athletes competing in a given sport.

- Responsible for the actions of all assistant coaches and all athletes in the respective sport (See Code of Conduct).
- Ensure athletes are at competition sites at least 10 minutes prior to competition and properly equipped for that sport (athletes will be scratched if more than 10 minutes late for competition. Heats will not be held for missing athletes.)
- Any problems relating to a given athlete during the competition will be addressed to the head coach
- All head coaches are required to attend all coaches meetings in their sport.
- Orient all athlete escorts to the athletes' schedules, behaviors and needs.
- All head coaches should know NGB Rules and the Official Special Olympics Summer Sports Rules (found on the Special Olympics Web site at www.specialolympics.org), for their sport.
- Ensure that team rosters are updated and returned to the competition committee.
- Enforce the Honest Effort Rule (see page 16).
- Practice good hygiene habits all the time! Please remind athletes and assistant coaches to also practice good hygiene habits found on page 40 of this handbook.
- Recycle all pizza boxes, cans and bottles in the available containers.

Assistant Coach

The assistant coach is responsible for assisting the Head coach at all times.

- If a head coach is unable to attend a Coaches Meeting, an assistant coach may attend in his place.
- Enforce the Honest Effort Rule (see page 16).
- Although assistant coaches may not file protests for athletes, it is helpful for them to be familiar with the rules of the particular sport.
- Supervise athletes while the head coach attends meetings.
- Practice good hygiene habits all the time! Please remind athletes to also practice good hygiene habits found on page 40 of this handbook.
- Recycle all pizza boxes, cans and bottles in the available containers.

Athlete Selection

- Summer Games is a multi-day overnight event. Each coach/program is responsible to ensure athletes selected to participate will have a successful experience. The below outlines recommendations for athlete selections.
- Time Away from Parents/Family – Athletes attending State Games can expect to be away from their families for up to 3 days and could possibly go without seeing them during this time. For some athletes this can cause stress and anxiety.
- Conform to the Group/Adaptability – In order for delegation to function well, all members must adhere to team rules and the team schedules. Often times this means that a sport team may need to adhere to a schedule as a group – meaning an athlete cannot direct his/her own schedule. In addition, there will be times when schedules change with little or no notice and athletes must be able to adapt accordingly.
- Daily Living Skills – Athletes must be able to independently handle all toileting, showering and daily hygiene needs. Coaches can easily provide reminders to take care of these items but athletes must be able to attend to these needs on their own in an efficient time frame. Athletes must be able to share living space with other team members.
- Selecting Athletes Who Are Appropriate for the Sport and/or Events - Every effort should be made to ensure that every athlete being considered for attendance has competed in his/her sport and the specific/identified events in that sport for at least the minimum required 8 weeks of training prior to State Games and is ready for the State Games competition level.
- Travel and Long Days – The distance required to travel to State Games can result in long days. In addition to the travel days being long, the actual Games days will be long as well. It is realistic to expect 12-15 hour days – can the athlete being considered handle this for several days? The general fitness of the athlete should be considered. Does the athlete have a general fitness level that will allow them to walk for extended periods of time over various distances, multiple days?

CONSENT FOR ATHLETE PARTICIPATION

Healthy Athletes is designed to improve athletes' health and fitness in order to enhance their ability to train and compete in Special Olympics. All of these programs are non-invasive screenings designed to offer additional support at no cost to our athletes and their families. Healthy Athletes is made up of seven disciplines (noted below).

Please fill out this form and return it to cstein@specialolympicspa.org or bring it with you to this year's event.

Program Name (i.e. Adams /Area P, etc.): _____

Athlete Name (Please print): _____

May participate in the checked Healthy Athletes discipline, all of which will be held at Special Olympics Pennsylvania's 2024 Summer Games. I understand that the participation in the Healthy Athletes venue is voluntary and that authorization can be withdrawn at any time without penalty. I understand that the provision of this health service is not intended as a substitute or alternative to regular care that has been received in the past or that may be recommended in the future. I understand that information that is gathered as part of the screening process may be used in group form to assess and communicate the overall health needs of athletes, and to develop programs to address those needs.

Authorized signature(s) required below:

Signature of Adult Athlete (If over 18 yrs old) X _____
Signature of Parent/Guardian for Minor Athlete X _____
Signature of Witness X _____

This table
MUST be
filled in and
signed for
athlete to
participate!

*Please check next to the discipline(s) in which athlete is to participate in: *

- Fit Feet (podiatry)
- Health Promotion (better health & well-being)
- FUNfitness (physical therapy)
- Special Smiles (dentistry)
- Opening Eyes (vision)
- Healthy Hearing (audiology)
- Strong Minds (emotional health)

Athletes who visit 5 disciplines will be entered into different raffles!



SPECIAL OLYMPICS
FIRST REPORT OF ACCIDENT / INCIDENT



U.S. Program/Area: _____ Date of Incident: _____

Injured Person/Party Information Date of Birth: _____ Age: _____ Gender: Male Female

Name: _____ (Last) _____ (First) _____ (MI)

Address: _____ (Street) _____ (City) _____ (State) _____ (Zip)

Home Phone: (____) _____ - _____ Work Phone: (____) _____ - _____

Social Security Number: _____ - _____ - _____

Type of Injury/ Accident:

- Bodily Injury
- Property Damage
- Automobile
- Other: _____

Injured Party:

- Athlete
- Volunteer
- Coach
- Employee
- Spectator
- Unified Partner
- Property Owner
- Other: _____

Description of Accident (If automobile accident occurred, please attach a copy of the police report).

Describe how the accident occurred (Attach a separate sheet if necessary): _____

Site / event where accident occurred: _____

Accident Occurred During:

- Training/Practice
- Competition
- Traveling to or from SO event
- Other: Personal time.

Type of Injury:

- Severe cut w/ bleeding
- Less serious bruise or cut
- Break/fracture
- Concussion
- Paralysis
- Other: _____

Disposition:

- Released to parent
- Refusal of care
- Refer to doctor
- Refer to hospital or clinic
- Medical attention
- EMS transport
- Patient requested EMS transport
- Released to personal vehicle
- Police
- Ambulance
- Report only
- Other: _____

Body Part Injured:

- Head
- Neck
- Torso
- Back
- Hand (L / R)
- Finger (L / R)
- Elbow (L / R)
- Shoulder (L / R)
- Leg (L / R)
- Knee (L / R)
- Thigh (L / R)
- Shin (L / R)
- Toe (L / R)
- Other: _____

Sport

- Alpine Skiing
- Aquatics
- Athletics
- Badminton
- Baseball
- Basketball
- Bocce
- Bowling
- Cheerleading
- Cross Country Ski
- Cycling
- Equestrian
- Figure Skating
- Floor Hockey
- Golf
- Gymnastics
- Kickball
- Power Lifting
- Relay Game
- Roller Skating
- Sailing
- Snowboarding
- Snowshoe
- Soccer
- Softball
- Speed Skating
- Swimming
- Table Tennis
- Team Handball
- Tennis
- Track & Field
- Volleyball
- Other: _____

Contact / Care Provider Information If an athlete or underage volunteer was injured, please identify the care provider and/or responsible party (e.g. parent, legal guardian).

Relationship to the injured person: _____ Employer Name: _____

Name: _____ Employer Address: _____

Address: _____

Home Phone: (____) _____ - _____ Work Phone: (____) _____ - _____

Does the injured person have medical insurance? Yes No

If yes, insurance is provided by: Injured Person Care Provider/Responsible Party

Please provide name of Company and Policy Number: _____

Witness Information (Please provide names and phone numbers of any witnesses to the incident)

Witness #1 Name: _____ Daytime Phone: (____) _____ - _____

Witness #2 Name: _____ Daytime Phone: (____) _____ - _____

Transfer of Care Name and Signature: _____ / _____
Printed Name Signature

Special Olympics Official / Representative (other than claimant)

Name: _____

Signature: _____

Daytime Phone: (____) _____ - _____

Send completed form to:

American Specialty Insurance Services, Inc.
7609 W. Jefferson Blvd. Suite 100
Fort Wayne, IN 46804-4133 or Fax: (260) 969-4729

AND one copy to:

Special Olympics Pennsylvania
2570 Blvd. of the Generals, Suite 124
Norristown, PA 19403 or Fax: (610) 630-9456

If injury was serious or a fatality:

1. IMMEDIATELY notify American Specialty Insurance Services, Inc.
Telephone: (800) 566-7941 (24 hours a day / 7 days a week)
2. **AND** contact the SOPA Crisis Coordinator: 855-701-9030

AMER: 150525 - SpecOlym Inc. Rep. Form 02-03 (SOPA revision 2018)

Special Olympics Pennsylvania Code of Conduct

In an effort to become a more inclusive organization, Special Olympics Pennsylvania has created a Code of Conduct to help everyone of all ability levels understand how to appropriately conduct themselves and make SOPA a safe and fun organization for everyone involved.

GENERAL GUIDELINES

Respect & Sportsmanship:

- I will respect participants, coaches, officials, volunteers, spectators, training/competition facilities, SOPA Staff, and myself.
- I will respect the decision of officials and SOPA staff and will communicate any difference of opinion I may have in accordance to SOPA guidelines.
- I will respect all individuals regardless of their ability or limitations.
- I will demonstrate good sportsmanship at all times regardless win or lose.

Behavior:

- I will wear appropriate attire with pride to the delegation that is required at all times.
- I will keep my appearance and hygiene appropriate at all times.
- I will not use profanity or insulting language and/or gestures while representing Special Olympics PA.
- I will not smoke, use tobacco products, consume alcohol or take any drugs or drugs not prescribed to me while representing Special Olympics PA.
- I will not take pictures and/or videos of participants, coaches, officials, volunteers, spectators and SOPA Staff that may make them or someone else uncomfortable or are inappropriate.
- I will not engage in inappropriate contact, relationships, or any other physical/verbal/sexual advances or any conduct that may make someone else feel uncomfortable.
- I understand SOPA's No Dating Policy between athletes and volunteers/staff and I will contact SOPA's Senior VP of Programming if further explanation is required.
- I will represent Special Olympics PA with appropriate behavior in competitive and non competitive situations which include, but are not limited to: restrooms, locker rooms, housing and dining facilities.

Responsibility for Actions:

- I know that personal belongings (cell phone, hand held audio/video devices, wallet, keys, etc.) I bring to training, competition, and traveling are my responsibility and my local program and/or SOPA are not responsible.
- I will express any concerns I may have to the appropriate person in a positive manner.
- I will obey all local, state and Federal laws.
- I will follow all rules implemented by SOPA and/ or the host of any other event I am representing Special Olympics PA.

ATHLETE/UNIFIED PARTNER GUIDELINES

Responsibility for Actions:

- I will not use my cell phone and any other electronic devices while training and competing unless in an emergency.
- If I am caught using a personal device at an inappropriate time and/or in an inappropriate manner (i.e. making a phone call/texting during training and competition), I understand the device I used may be taken away by my coach(es) or local management team member for a period of time.
- I will follow all training, competition and travel instructions by my coach(es).
- I will stay with my delegation at all times.
- I will use locker rooms and housing facilities appropriate to my gender.

Honest Effort:

- I will learn and follow the rules of my sport.
- I will give my best effort while training and competing.
- I will not hold back during preliminary rounds by playing below my ability level to get placed into an easier division.

Well-Being:

- I will have my Application for Participation current prior to the start of the season.
- I will communicate all changes that may occur on my Application for Participation during any season.

COACH/LOCAL PROGRAM VOLUNTEER GUIDELINES

Responsibility For Actions:

- I will not use my cell phone and any other electronic devices while training and competing unless in an emergency.
- I will ensure my team is aware that they may lose the use of their personal electronic devices for a period of time if used inappropriately (i.e. making a phone call/texting during training and competition).
- I will make sure my team follows instructions while training, competing, and traveling.
- I will chaperone the athletes and unified partners assigned to me.
- I will make sure my team uses locker rooms and housing facilities appropriate to their gender.
- I will make sure my sports knowledge and coaches training is up to date to ensure a positive experience and safety of the athletes.

Honest Effort:

- I will follow the rules of my sport and will educate my team if needed.
- I will ensure that accurate scores are provided for entry into any event.
- I will encourage my team to give their best effort during training and competition.
- I will not encourage my team to hold back during preliminary rounds by playing below their ability level to get placed into an easier division.

Well-Being:

- I will make sure that I always have the most up to date copies of Application for Participation forms for my team during each training and competition.
- In cases of severe injury and/or illness (i.e. concussion) I will ensure approval of a certified medical professional before allowing a sick/injured member to resume physical activities.
- I will read and take note of limitations that anyone on my team may have that are included on their Application for Participation.

SIGN OFF

- I have read, or have had read to me, both the general guidelines for the SOPA Code of Conduct, as well as the guidelines in regards to my position as an Athlete, Unified Partner, Coach, or Local Program Volunteer. By signing this Code of Conduct, I understand any violations may result in the loss of my eligibility to participate in and attend Special Olympics PA events.
- On behalf of _____, I have read and explained to them both the general guidelines for the SOPA Code of Conduct, as well as the guidelines in regards to their position as an Athlete, Unified Partner, Coach, or Local Program Volunteer. By signing this Code of Conduct on their behalf, I understand any violations may result in the loss of their eligibility to participate in and attend Special Olympics PA events.

Signature

Date



Misconduct/Behavior Report

Directions: This form is to be used to document (kept on file) or report misconduct or behavior Incidences involving anyone (athlete, volunteer, staff, spectator, etc.) with Special Olympics Pennsylvania. Once fully completed, please forward to the appropriate individual(s) (Program Manager, Event Director, SOPA Staff, etc.) who will follow up as appropriate. Please be sure that your Program Manager receives a copy for his/her files and any future incidences involving the same individual(s). **NOTE:** Please consult your program manager or SOPA staff before imposing suspension(s).

THIS REPORT SHOULD BE COMPLETED AND FORWARDED FOR FOLLOW UP WITHIN 24 HOURS OF THE INCIDENT.

WHO was involved?

Name: Address: City, State: Day Phone #: () Evening Phone #: ()	Name: Address: City, State: Day Phone #: () Evening Phone #: ()
E-Mail:	E-Mail:
SOPA Program:	SOPA Program:
Name: Address: City, State: Day Phone #: () Evening Phone #: () E-Mail: SOPA Program:	Name: Address: City, State: Day Phone #: () Evening Phone #: () E-Mail: SOPA Program:

WITNESS

PERSON completing this report

Name: Address: City, State: Day Phone #: () Evening Phone #: ()	Name: Address: City, State: Day Phone #: () Evening Phone #: ()
E-Mail:	E-Mail:
SOPA Position:	SOPA Position:
SOPA Program:	SOPA Program:

WHERE (venue court, hotel room, training site locker room, fundraising event, etc.) did the incident occur?

Name of SO Event:	Exact Location:
City:	

WHEN did the incident occur? (Please provide as much detail as possible.)

Date	Day	Time
-------------	------------	-------------

WHAT occurred? (Please provide as much detail as possible.)

WHAT action or follow up occurred on site or to date? ✓ here if not involved with the follow up:

If more room is needed, please attach additional sheets.

For SOPA or Local Program Use Only

RESULT/ACTION taken?

Date by which authority (Manager, SOPA, official, etc.) will notify parties involved:

Timeframe for the result/action? (I.e., Suspended for a year, overnight travel restricted for a month, etc.)

Beginning Date	End Date
-----------------------	-----------------

WHO conducted the result/action?

Name:
Address:
City, State:
Day Phone #: ()
Evening Phone #: ()
E-Mail:
SOPA Program:
SOPA Position/Relationship to Athlete:

ADDITIONAL information pertinent to this situation/athlete(s):

Cc: Manager, SOPA (Event Staff Liaison, Field Director, etc.)
Parent/Guardian of Athlete
Other: _____



Sheetz Family Award of Excellence Application

Purpose:

The Sheetz Family Award of Excellence was created to capture the great sporting moments that distinguish our athletes at the Summer Games. The award recognizes the athlete whose determination and effort can only be understood by the power of the human spirit to overcome obstacles and inspire greatness. The award distinguishes the athlete who may not win, but whose courage, sportsmanship, effort and determination is award winning.

Please use this form to nominate an athlete(s). Applications need to be returned to the SOS Room 122 in Johnston Commons by 3:00 p.m. on Friday, June 7th. Delegations/coaches can nominate more than one athlete. The successful athlete will be announced at the Victory Dance on Friday evening.

Name of Athlete: _____

County: _____

Sport _____

Coach _____

HOD: _____

Please write about the athlete’s participation in the Summer Games, outstanding achievements and ability to demonstrate greatness. You can use the back of this form for additional space. Thank you.

Special Olympics Pennsylvania 2024 Summer Games

Release Form

In the event that a parent, legal guardian or other responsible party wants to take an athlete home from this event on Saturday or Sunday, they must complete this form. These times should not conflict with the athlete's competition.

I, _____ request Special Olympics Pennsylvania to allow athlete,
(Printed name)

_____ to be released to my custody on _____, ____/____/24
(Printed name of athlete) (Day) (Date)

EVENT RELEASE

I agree to the following arrangements;

- Pick Up Point (location): _____
- Time of Pick up: _____ a.m. / p.m. (circle one)
- Name of Person Picking Up Athlete: _____
- Reason for release: _____

RETURN INFORMATION

- Return Point (location): _____
- Return Time: _____ a.m. / p.m. (circle one)**

**Please note: due to a time schedule events will not be held if the athlete is returned late and misses their competition.

I further understand that by signing this statement I release Special Olympics Pennsylvania and their agents (staff and volunteers) from any responsibility for any incidence that may occur while the above athlete is in my care.

(Signature)

(Relationship to athlete)

____/____/2024
(Date)

SOPA Staff Signature: _____ ____/____/2024
(Date)

Local Program Head of Delegation's Signature: _____ ____/____/2024
(Date)

Note: SOPA Staff has the right to deny this request. If guardianship is questioned, an athlete will not be released.

Everybody Plays **Basketball, Softball, Volleyball, Soccer and Floor** **Hockey**

Article 1.03F of the Special Olympics General Rules States:

- *Special Olympics celebrates and strives to promote the spirit of sportsmanship and a love of participation in sports for its own sake. To that end, Special Olympics aims to provide every athlete with an opportunity to participate in training and competition events which challenge that athlete to his or her fullest potential, regardless of the athlete's level of ability. Special Olympics therefore requires that Special Olympics Games and Tournaments offer sports and events which are appropriate for athletes of all levels of ability, **and in the case of team sports, provide every athlete with an opportunity to play in every game.***

Special Olympics Pennsylvania supports Article 1.03F as the guiding principle for participation of athletes registered as members of a team for competition at any SOPA Sectional or State Competition. As such, each athlete on a team roster must be given an opportunity to play in every game for which their team is scheduled. Special Olympics Pennsylvania will not dictate the amount of time that each athlete must play during a game, but the goal is to provide a meaningful competition experience for every athlete on every team.

The only exceptions to this requirement will be in cases of illness or injury, where an athlete is not physically able to play, or behavioral issues, where a coach chooses not to play an athlete in order to address inappropriate behaviors. In situations where an athlete will not be playing due to illness or injury or behavior issues, the athlete shall not dress in their competition uniform for the game and if appropriate supervision is available, will not be seated on the bench with the team for that game.

If the illness or injury or the behavior issue is such that an incident report or misconduct report is completed this report should be provided to the programs HOD who should then forward to the Program Manager and if appropriate, a representative of the Games Organizing Committee (GOC) or a SOPA staff person. The coach should also be prepared to provide an explanation to the GOC or SOPA staff, if requested, as to the reason why an athlete is not dressed and playing in a particular game. As a reminder, athletes who do not participate in preliminary games may not participate in pool play or medal round games.

At Events –

- Teams must complete lineup cards, with numbers & names
- Bottom of the card – those who are not playing and why
- Scorekeeper will check the players as they enter the game
- Code of conduct will be filed if all players are not played

Special Olympics Pennsylvania Summer Games Suggested Packing List

CLOTHING

- _____ Competition Uniform
- _____ Light Jacket or Sweater
- _____ Sweatshirt and Sweatpants
- _____ Socks
- _____ Underwear
- _____ Athletic Supporter/Athletic Bra
- _____ Jeans(for evening Activities)
- _____ Additional Shorts and T-shirts
- _____ Pajamas
- _____ Tennis/Athletic Shoes (2 pairs)
- _____ Hat or Visor
- _____ Shoes

TOILETRIES

- _____ Soap
- _____ Shampoo
- _____ Deodorant
- _____ Toothpaste/Toothbrush
- _____ Hairbrush/Comb
- _____ Razor/Shaving Cream
- _____ Feminine Hygiene Items
- _____ Towels/Face Cloth
- _____ Hair Dryer/Curling Iron
- _____ Sunscreen/Lip Balm
- _____ Shower Thongs

MISCELLANEOUS

- _____ Pocket Change
- _____ Water Bottle
- _____ Fanny pack/Backpack
- _____ Sunglasses
- _____ Insect Repellent
- _____ Rain Gear
- _____ Fan
- _____ **PILLOW**
- _____ Blanket

FOR COACHES

- _____ Coaches Handbook
- _____ Sports Rules Books (SOI & NGB)
- _____ Copies of Athlete Applications for Participation
- _____ First Aid Kit
- _____ Athlete Medications
- _____ Athlete Entry Forms (pink copies)
- _____ Flashlight
- _____ Backpack
- _____ Evacuation procedures/Emergency #s
- _____ Cooler (Outdoor Sports)
- _____ Shade Canopy (Outdoor Sports)

PLEASE DO NOT BRING

- _____ Valuables
- _____ Radios, iPods, Walkmans, etc.
- _____ A large sum of money
- _____ Alcohol, Cigarettes
- _____ Chewing tobacco or any other
- _____ Non-prescription drugs

Penn State Maps

- Directions to Penn State <http://m.psu.edu/map/directions.php>
- Penn State Interactive Map <http://www.map.psu.edu>
- Penn State Searchable Map <http://m.psu.edu/map/>

Sports Venues – Map Directions

- Ag Arena
<https://www.google.com/maps/place/Snider+Agricultural+Arena,+State+College,+PA+16801/@40.8158145,-77.8580474,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea6145afeb305:0x4351f3af2a834ef18m2!3d40.81581!4d-77.8558463>
- McNCoy Natatorium
<https://www.google.com/maps/place/McCoy+Natatorium,+State+College,+PA+16802/@40.8044156,-77.8627648,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea6221da4ea19:0x559be9717388c4bb!8m2!3d40.8044471!4d-77.8605619>
- IM Building
<https://www.google.com/maps/place/IM+Building/@40.8075442,-77.8614557,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea61876b6eb4f:0x55c1fc8d7507e860!8m2!3d40.8075402!4d-77.859267>
- 9 Hole Centre Hills Golf Course
<https://www.google.com/maps/place/Centre+Hills+Country+Club/@40.7888474,-77.8217412,17z/data=!3m1!4b1!4m5!3m4!1s0x89ceaf5c0abb345b:0xcb358ebcbc206a27!8m2!3d40.7888434!4d-77.8195525>
- Softball IM Fields
<https://www.google.com/maps/place/Intramural+Fields/@40.8091112,-77.8667867,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea6234fffff:0xd9e9c3f79faa79a5!8m2!3d40.8091072!4d-77.864598>
- Outdoor Track
<https://www.google.com/maps/place/Track+and+Field+Stadium,+State+College,+PA+16801/@40.8079758,-77.8529878,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea61a812e4f31:0x2ba98acb08032bd2!8m2!3d40.8083106!4d-77.8508873>
- Multisport Complex
<https://www.google.com/maps/place/Multi-Sport+Indoor+Facility,+University+Dr,+State+College,+PA+16801/@40.8077412,-77.8548325,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea61a12f443a9:0x2fe2aca61375c407!8m2!3d40.8077403!4d-77.8525718>
- Sarni Tennis Venue
<https://www.google.com/maps/place/Sarni+Tennis+Center,+State+College,+PA+16801/@40.8038173,-77.8609771,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea61f4de07bfb:0x135630f17238c720!8m2!3d40.8038901!4d-77.8587924>
- White Building
<https://www.google.com/maps/place/White+Building+Gym/@40.7990264,-77.8617922,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea89fff7d339d:0xcd7cfd9b605bbefd!8m2!3d40.7990264!4d-77.8596035>
 - Pegula Ice Arena
<https://www.google.com/maps/place/Pegula+Ice+Arena/@40.8067911,-77.8590365,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea61ab5ecd529:0xd8b316d9978951b6!8m2!3d40.8067911!4d-77.8568478>
- Thomas Building
<https://www.google.com/maps/place/Thomas+Building/@40.8007369,-77.8626998,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea6203c5409a9:0x1f26fee3d5b72cde!8m2!3d40.8007369!4d-77.8605111>
- Mount Nittany Medical Center
<https://www.google.com/maps/place/Mount+Nittany+Medical+Center/@40.8189273,-77.8447541,17z/data=!3m1!4b1!4m5!3m4!1s0x89cea623f23d1a33:0x78672dd3ac049648!8m2!3d40.8189273!4d-77.8425654>

Special Olympics ***Pennsylvania***



Important Phone Numbers

Fire, Ambulance, Police	911
Johnston Commons Desk	(814) 865-0464
South/Redifer Commons Desk	(814) 865-5263
Mount Nittany Hospital	(814) 231-7000
PSU Police – Non Emergency Number	(814) 863-1111
Special Olympics Safety (SOS) - 6:30 am - 11:00 pm (SOPA Headquarters)	(814) 810-7750
SOPA Norristown Office * ext 238	(800) 235-9058
Erika Christiansen, SOPA Competition Director Cell	(917) 509-5290
Chelsea Hammell, SOPA VP, Mission Integration Cell	(215) 630-7859

In case of an emergency, coaches should call 911.