



***Special  
Olympics  
Pennsylvania***



**Winter 2025-2026**

**Bowling**

**October 15, 2025**



THANK YOU

# Today's Agenda

---

- Bowling updates
- Pre-Season Reminders
- 2025 State Competitions
- Questions

**Special  
Olympics**  
Pennsylvania





***Special  
Olympics  
Pennsylvania***



## **BOWLING UPDATES**

# Sport Management Team (SMT)

---



Jeff Truxell [jtruxell@pfg.org](mailto:jtruxell@pfg.org)

Bruce Bach, [bbach@specialolympicspa.org](mailto:bbach@specialolympicspa.org)

Jim Meile

Carol Seitz

Jim Meile

Kathy Zoretich

Cathy Davis

Stephen Hipple Sr

Carol Francavilla

Rita Rosensteel

Jenna Phillips

**Special  
Olympics**  
Pennsylvania



# SOPA Website - Sports Offered Page

Links to all the sport pages

## Sports Offered Page

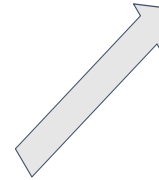
Bowling was introduced as a Special Olympics sport in 1975. Bowling is mainly fall and winter sport and training is usually from September to March.

### 2024-25 Bowling Preseason Coaches Meeting

- [Meeting Recording](#)
- [Meeting Slides](#)

### Coaching Resources

- [SOPA Sport-Specific Rules](#)
- [Bowling Resources](#) – rules, coaching guides, fact sheets, etc.
- [Bowling - Lane Monitor Instructions](#)
- [Bowling - Score Monitor Instructions](#)



**Special  
Olympics**  
Pennsylvania



### Winter Sports

Winter Season Information >

Bowling >

Alpine Skiing >

Figure Skating >

Floorball >



# SOI Sport Rules & Resources

**Special  
Olympics**  
Pennsylvania



## Special Olympics Resources

- [Fact Sheet](#)
- [Rules](#) (2024)
- [Rule Changes](#)
- [Warm - Up](#)
- [Cool - Down](#)



# 2024 Rule Changes - Added

**Special  
Olympics**  
Pennsylvania



**3. UNIFIED SPORTS® 3.1 The athlete to Unified partner ratio must be 1 athlete to 1 Unified partner in Unified Doubles/Mixed Doubles and must be 2 athletes to 2 Unified Partners in the Team Competition.**

3.2 It is preferred that athletes and Unified partners are of similar age and similar ability. For more information on similar age and ability please see Sport Rules Article 1 Section 14.1.2



# 2024 Rule Changes

**Special  
Olympics**  
Pennsylvania



3.1.1 Must be approved and identifiable as a ball listed in the “Approved Bowling Balls” list. To check list on the <http://bowl.com/approved-ball-list> website for approved bowling balls.



# 2024 Rule Changes

**Special  
Olympics**  
Pennsylvania



4.5 Uniform Standards 4.5.1 **Uniform** should consist of neat and clean outfits. **No denim items of clothing allowed.**

4.5.2 The tops are to be sleeved (short or long-sleeved) and ~~collared or non-collared.~~



- 
- We will continue with collared shirt.

# Attire

**Special  
Olympics**  
Pennsylvania



4.5.3 The rest of the attire may consist of long pants or dress or walking shorts. Women may also wear knee-length skirts.

4.5.4 No athletic-type shorts are to be worn for competition.

4.5.5 All competitors must wear bowling shoes.

4.5.6 Socks are required.



[SOPA Brand Guidelines](#)

# Attire Con't

**Special  
Olympics**  
Pennsylvania



# Regionals



- SOPA will no longer host Bowling Sectionals
- Regions will host regional events that will serve as qualifiers for Indoor Winter Games



# Submitting Averages

Athletes (including Unified Partners) **MUST** submit entry scores prior to a competition.

- Minimum for local/Regional competition = 12 or less games
- Minimum for Indoor Winter Games = 15 games
- Found on Trackers



# How to Calculate Averages



## For 15 Game Scratch Average

- Add the total of 15 games then divide by 15
  - Example:
    - Total of 15 games =  $1827/15 = 121.8$
    - Entry score = 122

## For 12 Game Scratch Average

- Add the total of 12 games then divide by 12



**Each** participant will have their own unique entry score.

**DO NOT** add doubles and team scores together.

# Handicapping



## Singles

- **200** - 15 Game Scratch Average (GSA) = Handicap per game (**200** - 125 = **75**)

## Doubles & Unified Doubles

- **400** - the 2 bowlers 15 GSA = handicap for the team per games  
(**400** - 100 - 125 = **175**)

## Teams & Unified Teams

- **800** - the 4 bowlers 15 GSA = handicap for the team per games  
(**800** - 100 - 125 - 100 - 125 = **350**)

---

# Etiquette Information



- Be ready to bowl when the pins are set. Observe one-lane courtesy. Right lane first!
- Taking too long to aim or get set up when you are on the approach delays the game.
- Try to remain in your approach area while delivering the ball.
- Step off the approach once you have delivered the ball.
- Good bowling requires concentration.

---

# Etiquette Con't

***Special  
Olympics***  
*Pennsylvania*



- Excessive “lofting” hurts your game and damages the lane.
- Get permission to use another player’s ball.
- Refrain from using abusive language or obscene gestures.
- Play the game to win but be a gracious loser. Good sportsmanship is always the key to a successful game.
- Wet shoes are a safety hazard. Watch where you are walking.

---

# Bowling Circle



- No Coaches or Families
- No Food or Drink
- Athletes may leave the bowling circle for:
  - Bathroom break
  - Speak to coach/family
- Athlete must be in circle for their turn.
  - Code of Conduct may be issued if the athlete isn't present for their turn and game is delayed and game is delayed



***Special  
Olympics  
Pennsylvania***



## **PRE-SEASON REMINDERS**

# Season at a Glance



## SEASONS AT A GLANCE



|                                                       | FALL                                                                                                 | WINTER                                                                                                  | SPRING                                                                                         | SUMMER                        |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------------|
| <b>Training Site Registration</b><br>(see link below) | April 1 - May 1                                                                                      | August 1 - Sept. 1                                                                                      | Nov. 1 - Dec. 1                                                                                | March 1 - April 1             |
| <b>Athlete, Unified Partner, Volunteer Signup</b>     | May 15 - July 15                                                                                     | Sept. 15 - October 15                                                                                   | Dec. 15 - March 1                                                                              | April 15 - May 15             |
| <b>Season Length</b>                                  | August 9 - Nov. 3                                                                                    | Nov. 1 - March 8                                                                                        | March 14 - June 7                                                                              | June 1 - Sept. 15             |
| <b>Eligibility Deadline</b>                           | August 23                                                                                            | December 20                                                                                             | March 28                                                                                       | June 20                       |
| <b>Sports Offered</b>                                 | Bocce, Flag Football, Long Distance Running/Walking, Powerlifting, Soccer, Volleyball, Walking Clubs | Alpine Skiing, Bowling, Figure Skating, Floor Hockey, Snowboard, Snowshoe, Speed Skating, Walking Clubs | Athletics (Track & Field), Basketball, Equestrian, Gymnastics, Swimming, Tennis, Walking Clubs | Golf, Softball, Walking Clubs |

- **Sign-ups Athletes and Volunteers - October 15**
- After this deadline anyone interested in signing-up must contact the Regional Sport Director. Everyone **MUST** complete a Sign-Up Form.
  - Season officially begins November 1
  - Seasonal Eligibility/Age Group Exemption deadline – Dec. 20

# In-Season Communication



## SOPA Communication

- **Stay Informed & Supported:** Expect communications throughout the season.
- **Welcome Message:** All participants receive a "Welcome to the Fall Sport Season" message.
- **Weekly Updates:** Regional communications with important dates, deadlines, and more.
- **Fall Festival Email:** Qualifiers receive a dedicated email with vital updates.
- **Text Notifications:** Event reminders & sign-ups. Add 1-267-941-0663 to contacts.

## Head Coach Communication Reminders

- **Coach-Team Connection:** The most important communication is between a head coach and their team!
- **Communicate Continuously:** Engage all participants (assistant coaches, athletes, families), especially new members, before and during the season.
- **Sample Messages:** Need a starting point? **Access sample messages here:** <https://pdflink.to/847f44e3/>
- **Up-to-Date Contact Info:** Always use current contact information found in the trackers.

# Volunteer Eligibility

**Special  
Olympics**  
Pennsylvania



**Volunteer Eligibility: Class A Volunteers** ✓

**Who is "Class A"?** Coaches, Assistant Coaches, Unified Partners, Team Volunteers.

## **Required Items:**

- **Background Check** (18+ volunteers)
- **General Orientation training** (16+ volunteers)
- **Protective Behaviors training** (16+ volunteers)
- **Concussion training** (16+ volunteers)

**Important Note:** Only Class A volunteers can attend overnight competitions.

## **Need Support?**

Contact your **Regional Administrative Manager**.

Email us: [volunteer@specialolympicspa.org](mailto:volunteer@specialolympicspa.org)

# Resources for New and Interested Volunteers

**Special  
Olympics  
Pennsylvania**



- **Volunteer Guidebook:** Access detailed information on sports seasons, competitions, regions, and contacts at: [specialolympicspa.org/images/2023/registration/special-olympics-pennsylvania-volunteer-guidebook-5.2.23.pdf](https://specialolympicspa.org/images/2023/registration/special-olympics-pennsylvania-volunteer-guidebook-5.2.23.pdf)

- **Monthly Info Sessions:** Learn about volunteering with Special Olympics Pennsylvania staff. These online sessions are held on the **fourth Wednesday of each month from 6:30 - 7:30 PM**. No pressure, no commitment!

- **Zoom Link:** <https://us02web.zoom.us/j/81791877620#success>

- **Or join by phone:** Dial +1 309 205 3325 (Meeting ID: 817 9187 7620)

## **Upcoming Dates:**

- October 22nd

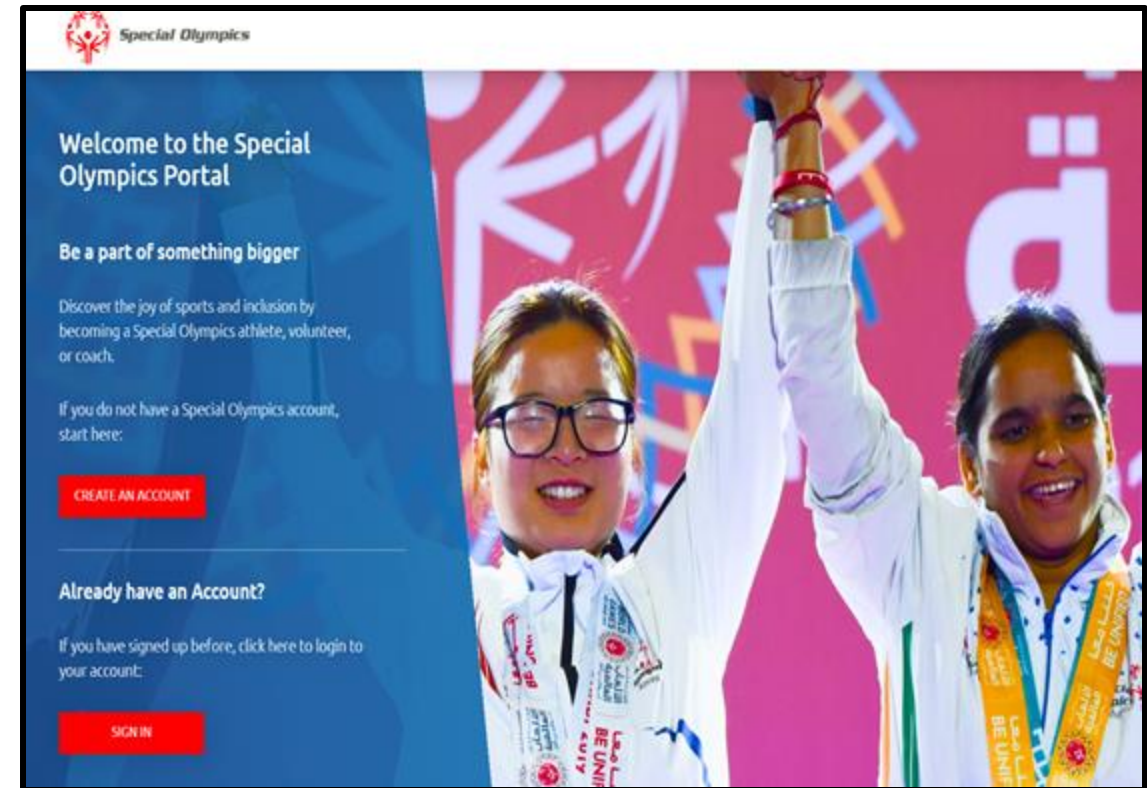
- November 26th

No registration needed, just join!

# Special Olympics Pennsylvania Portal: Volunteer Registration

- **Access the Portal:** Log in at [portals.specialolympics.org](https://portals.specialolympics.org) to check & update your eligibility.
- **Need Help logging into your account?**
  - Contact us at:  
[portalsupport@specialolympicspa.org](mailto:portalsupport@specialolympicspa.org)
- **New Volunteers:**
  - After registering, click "**Select your Volunteer Role**" to select your desired role (e.g., coach, Unified Partner).

**Special  
Olympics**  
Pennsylvania



# Special Olympics Pennsylvania Portal: Athlete Registration

## Athlete Registration: New System & Process

- **New System:** Streamlined process for athletes.
- **Resources:** Find written & video guides on the ["Become an Athlete" webpage.](#)
- **Requirements:**
  - **Short Health History & Release Form** (initial screening).
  - If concerns arise, a more detailed **Medical Form** (with doctor input) may be required.

**Note:** If you already created an athlete account you **do not** need to create a new one! Health history forms are good for one year.

**Special  
Olympics  
Pennsylvania**



**Not Sure How to Begin? Choose Your Path.**

To make the registration process as smooth as possible, select the option that best describes your situation:

| I'm an Athlete Ready to Register Myself                                                                                                                                                                                                                                                                                         | I'm a Caregiver Registering an Athlete (Existing Volunteer with a Portal Account)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | I'm a Caregiver Registering an Athlete (Not a Volunteer)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | I'm a Coach/Athlete Registration Volunteer Support                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>⌵</p> <p>If you have your own email address and want to manage your registration, <b>visit the Portal</b> to click "Create an Account."</p> <p>For your role, select "I am an athlete."</p> <p><a href="#">Visit the Portal</a></p> <p><a href="#">Step-by-Step Instructions</a></p> <p><a href="#">Watch a Tutorial</a></p> | <p>⌵</p> <p>This option is best for you if:</p> <ul style="list-style-type: none"><li>• You are already a registered volunteer with Special Olympics Pennsylvania.</li><li>• You want to register an athlete through your existing volunteer account.</li></ul> <p>You do not need to create a new account. Please log into your volunteer account, and select the "Access Parent/Guardian Zone" to begin registering your athlete(s).</p> <p><a href="#">Visit the Portal</a></p> <p><a href="#">Step-by-Step Instructions</a></p> <p><a href="#">Watch a Tutorial</a></p> | <p>⌵</p> <p>This option is best for you if:</p> <ul style="list-style-type: none"><li>• You are the parent/caregiver of an athlete.</li><li>• You are not currently registered as a volunteer.</li></ul> <p><b>Visit the Portal</b> to click "Create an Account." For your role, select "Parent/Guardian/Family." You'll be asked to complete your own registration before entering your athlete's information.</p> <p><a href="#">Visit the Portal</a></p> <p><a href="#">Step-by-Step Instructions</a></p> <p><a href="#">Watch a Tutorial</a></p> | <p>⌵</p> <p>If you're a coach or Athlete Registration Volunteer Support, <b>register athletes through your Portal account</b> only if they cannot register themselves or via a caregiver.</p> <p>On your Portal account, select "Contact Zone" and click on "My Participants."</p> <p><a href="#">Visit the Portal</a></p> <p><a href="#">Step-by-Step Instructions</a></p> <p><a href="#">Watch a Tutorial</a></p> |

# Special Olympics Pennsylvania Portal: Coach Zone



- **Coach Zone: Your Team Management Hub** 📱
- **Access:** Available to Head Coaches (and some key volunteers).
- **Features:**
  - View team member **eligibility status**.
  - Access **athlete Health History forms**.
- **Optional Resource:** You are **not required** to use it.
  - We still provide **eligibility trackers** and a "**Hot Sheet**" for Health History.
- **Athlete Registration:** Coaches should **only register an athlete as a last resort**.
  - Help athletes and caregivers navigate the process themselves.
- **Access Forthcoming:** If you're a Head Coach and don't have access yet, it's coming soon!
- **Video Guide:** [Watch the video guide](#); or here is a step by step walkthrough with screenshots: [Step by Step Guide](#)

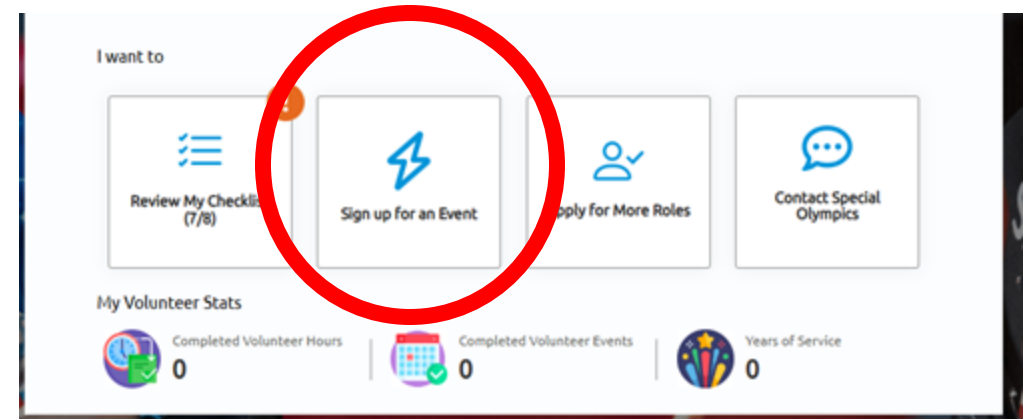
# Sample "Hot Sheet"

| Primary Region | Primary Area | First Name | Last Name | Preferred Name | Date of Birth | Mobile Phone | Details                                                                                       | Summary          | Religious or Other Objection | Do not Consent to Blood Transfusions. | Emergency Contact Name | Emergency Contact Mobile Phone | Emergency Contact Relationship |
|----------------|--------------|------------|-----------|----------------|---------------|--------------|-----------------------------------------------------------------------------------------------|------------------|------------------------------|---------------------------------------|------------------------|--------------------------------|--------------------------------|
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: DMDD, anxiety, depression, loud noises,             |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Anxiety around crying                               | -Asthma          | No                           | No                                    |                        |                                | Other Family                   |
|                |              |            |           |                |               |              |                                                                                               |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Autism,                                             |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Anxiety                                             | -Heart Condition | No                           | No                                    |                        |                                | Sibling                        |
|                |              |            |           |                |               |              |                                                                                               |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Anxiety                                             |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Anxiety, Claustrophobia, Sensitivity to loud noises |                  | No                           | No                                    |                        |                                | Parent/Guardian                |
|                |              |            |           |                |               |              |                                                                                               | -Asthma          | No                           | No                                    |                        |                                | Sibling                        |
|                |              |            |           |                |               |              | -Behavioral, Mental, or Sensory Disorder: Skin picking - anxiety with loud noises             |                  | No                           | No                                    |                        |                                | Parent/Guardian                |

# Special Olympics Pennsylvania Portal: Register for Coach Training Schools



- From Portal home screen - Sign up for event – Training School Registration
- Please contact your Regional Sports Direction ASAP if you need a training scheduled in your Region
- Certified Coaches Required:
  - 1 per team
  - 1 per 25 individuals



# Tracker Updates

**Special  
Olympics  
Pennsylvania**



**TRACKER-** is now the ONE place to manage your team: Attendance, eligibility and event registration.

**Every individual that signed-up for your training site via the Sign-Up form will appear on your Tracker. If you don't already have your Tracker, please contact your RSD. The Trackers will be locked for editing until the season training begins. After that time, you can populate attendance and the sport specific data columns.**

## **TABS:**

### **Instruction:**

- Explains what is contained on each tab and what needs to be completed by the coach during the season.
- Includes total people count and verifies 1:4 ratio is being met.
- **Athlete/Volunteer:**
  - View Sign-ups, pull contact information, check eligibility
  - Actions to take here - complete LOI, track attendance
- **Sport Specific Roster:**
  - Manage roster, track athlete data throughout the season
  - Actions to take here: assign roles for events, enter sport specific data required for events
- **APT Tracker**

# Tracker (Tab 1) - Instruction Tab

## Training Site Info and Data

| A                    | B       | C                       | D | E | F                 | G | H                      | I | J | K | L | M          | N       |
|----------------------|---------|-------------------------|---|---|-------------------|---|------------------------|---|---|---|---|------------|---------|
| ROSTER STATUS        | ACTIVE  | Team Name               |   |   |                   |   | Training Site          |   |   |   |   | Sport      | BOWLING |
| Traditional/Unified  |         | Training Site Lead Name |   |   |                   |   | Email                  |   |   |   |   | Cell Phone |         |
| Meets 4:1 Ratio      | #DIV/0! | # Athletes              | 0 |   | # Coaches         | 0 | # of Certified Coaches | 0 |   |   |   |            |         |
| # Class A Volunteers | 0       | # Unified Partner       | 0 |   | # Team Volunteers | 0 | # General Volunteer    | 0 |   |   |   |            |         |

### TRACKER COMPLETION INSTRUCTIONS: Attendance & Competition Event Registration



#### TRACKER:

This tracker is **EXTREMELY IMPORTANT** and the **ONE** place the Head/Assistant Coach/Site Coordinator will enter all KEY information for the season for each training site participant. Event Letter of Intent (LOI) and registration will be pulled directly from this form.

#### POPULATING YOUR TRACKER:

Participants will automatically populate to your tracker when a SIGN UP form is completed for your site. Athletes and volunteers **MUST** complete the online sign up form. The participant data (**Columns C - L**) are **locked and cannot be modified**. If you need someone removed from your roster or something is incorrect, you must reach out to your Regional Sport Director - they will be happy to update the form.

#### ATHLETE/VOLUNTEER TAB: *Columns C - L will populate automatically from the SIGN-UP Responses:*

**WAITING LIST: (Column A)** - If your training site should become full to capacity while sign-ups are still open, we ask that you utilize this column to number the athletes in the order in which they are waitlisted. (i.e 1, 2, 3 etc.) You should only use this for waitlisted athletes.

**CERTIFIED COACH: (Column B)** - Will be marked with an "X" by your RAM/RSD if this coach has an up-to-date sport certification in this sport. This will help us to gauge the need and interest in hosting local Coaches Sport Certification Trainings within your sport. **As a reminder there must be 1 certified coach per team or per 25 athletes for individual sports.**

**ELIGIBILITY: (Column K)** will indicate Eligibility for participation as an athlete, unified, coach or volunteer.

\* **RED** - indicates that an athlete, assistant/head coach is either missing or has an expired **Required** item(s), these are listed in **Column L** and are **INELIGIBLE** to participate until required missing or expired item(s) are up to date. Your Regional Administrative Manager (RAM) will update Eligibility every Monday until the Seasonal Eligibility deadline.

\* **YELLOW** - indicates that the a participants has a Required item(s) that will expiring during the current season. These Required item(s) (**listed in Column L**) **MUST** be renewed in advance of expiration date in order to remain eligible to participate as an athlete, unified partner, coach or supervise athletes within 1:4

Form  
Instructions

# Tracker (Tab 1)- Instruction Tab – APT instructions

## TRACKER COMPLETION INSTRUCTIONS: Athlete Performance Training (APT) Tracker

Below are the instructions on how collect and report your athletes health and fitness metrics if your team is participating in Athlete Performance Training. See tab labelled 'APT Tracker'. For more information on Athlete Performance Training and to sign up, visit <https://specialolympicspa.org/apt>

### **Final Pre & Post Data Collection includes:**

- Report athlete information to include:
  - **Athlete Number:** Automatically filled
  - **First Name:** Enter athletes first name
  - **Last Name:** Enter athletes last name
  - **Age:** Enter athletes age in years
  - **Gender:** Enter athletes gender, M for male, F for female
  - **Height:** Enter the height in inches (i.e. a 5 foot 6 inch tall athletes= 65 inches)
  - **Weight:** Enter weight in pounds
  - **Systolic Blood Pressure (OPTIONAL):** Enter the systolic bp number (top number)
  - **Diastolic Blood Pressure (OPTIONAL):** Enter the diastolic bp number (bottom number)
  - **6 Minute Run/Walk:** Enter the 6 Minute run/walk test score
  - **BMI:** Automatically calculated (based on the height and weight)
  - **Nutrition:** Enter the athletes answer from the nutrition question from the lifestyle survey
  - **Hydration:** Enter the athletes answer from the hydration question from the lifestyle survey
  - **Physical Activity:** Enter the athletes answer from the physical activity question from the lifestyle survey

- Compare pre and post data using color coded key

This program is minimally offered for 8 weeks. The metrics listed below are collected and reported at the first and last week sessions. You should obtain height, weight and blood pressure from the athletes “daily tracker” found in the

# Tracker (Tab 2) - Athlete/Volunteer Tab: Eligibility, LOI, Attendance

Specific  
Column  
instructions  
can be found  
in first 2 rows

| WAITING LIST                                                  | CERTIFIED COACH                                                                                   | WAITING LIST (Column A) - If you have a waitlist, please be sure to utilize column A to number your athletes in the order in which they are waitlisted. (i.e 1, 2, 3 etc. You should <b>only</b> use this for waitlisted athletes. |            |           | PARTICIPANT TYPE EXPLAINED                                                                                                                                                                                                      |     |     |       |         |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|-------|---------|
|                                                               |                                                                                                   |                                                                                                                                                                                                                                    |            |           | ATHLETE: Must have an Approved Health History in the Portal in order to participate (Marked Eligible - Column K)<br>UNIFIED PARTNER: (Class A)<br>COACH: (Class A)<br>TEAM VOLUNTEER: (Class A)<br>GENERAL VOLUNTEER: (Class B) |     |     |       |         |
| Please Indicate order of waitlisted athletes ONLY! (1,2,3etc) | Will be marked with an "X" by your RAM/RSD if this coach has an up-to-date sport certification in | PARTICIPANT TYPE<br><i>Athlete, Unified Partner, Coach, Team Volunteer or General Volunteer</i>                                                                                                                                    | FIRST NAME | LAST NAME | GENDER                                                                                                                                                                                                                          | DOB | AGE | EMAIL | PHONE # |
|                                                               |                                                                                                   |                                                                                                                                                                                                                                    |            |           |                                                                                                                                                                                                                                 |     | 125 |       |         |
|                                                               |                                                                                                   |                                                                                                                                                                                                                                    |            |           |                                                                                                                                                                                                                                 |     | 125 |       |         |
|                                                               |                                                                                                   |                                                                                                                                                                                                                                    |            |           |                                                                                                                                                                                                                                 |     | 125 |       |         |
|                                                               |                                                                                                   |                                                                                                                                                                                                                                    |            |           |                                                                                                                                                                                                                                 |     | 125 |       |         |

Eligibility - Black/Red  
Event Interest - Yellow  
Attendance – Blue

A, B, C are frozen  
and will remain as you  
scroll over

|                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                             |                                                 |                                                              |                                                                    |                                                                                                                                                                                                 |  |  |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| <b>ELIGIBILITY:</b><br><b>GREEN</b> = Eligible to participate and all requirements have been met.<br><b>YELLOW</b> = Expiring Requirements (See Column L) These item(s) must be renewed in advance of expiration date in order to remain eligible to participate, coach or supervise athletes within | <b>REQUIRED - Missing, Expired or Incomplete Items</b> <ul style="list-style-type: none"><li>No Portal Account</li><li>Health History &amp; Release</li><li>Medical Form signed by Physician</li><li>Awaiting Signature of Health History Release Form</li><li>Emergency Care Refusal Signed Form</li></ul> | Interest in Attending Local/ Invitational       | <b>DECLARE</b><br>Participants Attending Regional Tournament | <b>DECLARE</b><br>Participants Attending Indoor Winter Games (IWG) | At the end of your sports season Head Coaches are attended 8 weeks of training.<br><br>Although we are no longer requiring coaches/site o would still like to use them for your personal attend |  |  |  |  |  |
| <b>RED</b> = INELIGIBLE until required missing or expired items are met. (See Column L)<br><b>ORANGE</b> = General Vol CANNOT supervise athletes within 1:4<br>Athlete as Coach - Cannot supervise athletes within 1:4 ratio                                                                         | <ul style="list-style-type: none"><li>GO - General Orientation</li><li>PB - Protective Behavior Training</li><li>CT - Concussion Awareness Training</li><li>Background Clearances (Criminal and Child)</li><li>PA Child Abuse Clearances ONLY</li></ul>                                                     | <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X) | <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X)              | <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X)                    | <b>Athlete Trained for 8 weeks</b>                                                                                                                                                              |  |  |  |  |  |

RSDs will sort alphabetically, if you would like a specific sort just ASK them!

# Tracker (Tab 2) - Athlete/Volunteer Tab: Eligibility

- The ELIGIBILITY tab on each of your attendance trackers will be updated regularly from by your Regional Team. **PLEASE encourage and assist your athletes and volunteers in meeting our eligibility requirements.**
- The deadline to make sure athletes and volunteers meet eligibility requirements for the Winter Season is December 20.
- Athletes and Volunteer CANNOT participate in trainings if they have not met all eligibility requirements - it is **YOUR** responsibility to track this.

| <b>ELIGIBILITY:</b><br><b>GREEN</b> = Eligible to participate and all requirements have been met.<br><b>YELLOW</b> = Expiring Requirements (See Column L) These item(s) must be renewed in advance of expiration date in order to remain eligible to participate, coach or supervise athletes within | <b>REQUIRED - Missing, Expired or Incomplete Items</b> <ul style="list-style-type: none"><li>• No Portal Account</li><li>• Health History &amp; Release</li><li>• Medical Form signed by Physician</li><li>• Awaiting Signature of Health History Release Form</li><li>• Emergency Care Refusal Signed Form</li></ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RED</b> = INELIGIBLE until required missing or expired items are met. (See Column L)<br><b>ORANGE</b> = General Vol CANNOT supervise athletes within 1:4<br><b>Athlete as Coach</b> - Cannot supervise athletes within 1:4 ratio                                                                  | <ul style="list-style-type: none"><li>• <i>GO - General Orientation</i></li><li>• <i>PB - Protective Behavior Training</i></li><li>• <i>CT - Concussion Awareness Training</i></li><li>• <i>Background Clearances (Criminal and Child)</i></li><li>• <i>PA Child Abuse Clearances ONLY</i></li></ul>                  |

# Tracker (Tab 2) - Athlete/Volunteer Tab:

## LOI

| Interest in<br>Attending<br>Local/<br>Invitational | <u>DECLARE</u><br>Participants<br>Attending<br>Regional<br>Tournament | <u>DECLARE</u><br>Participants<br>Attending Indoor<br>Winter Games<br>(IWG) |
|----------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------------|
| <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X)    | <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X)                       | <b>DEADLINE:</b><br>xx/xx/xxxx<br>(Mark with X)                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |
|                                                    |                                                                       |                                                                             |

- LOIs will be collected in the same way these always have, this is just a place for you to keep track of who is interested in attending events.
- LOI request will come from your Regional team or Program Leadership

Here is where you will complete your INTENT to participate in an event – indicating with an "X" for both athletes and volunteers

# Tracker (Tab 2) - Athlete/Volunteer Tab: Attendance

At the end of your sports season Head Coaches are **REQUIRED** to select Yes or No in Co  
attended 8 weeks of training.

Although we are no longer requiring coaches/site coordinators to mark attendance each  
would still like to use them for your personal attendance record.

| Athlete<br>Trained for 8<br>weeks |  |  |  |  |  |  |  |  |
|-----------------------------------|--|--|--|--|--|--|--|--|
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |
|                                   |  |  |  |  |  |  |  |  |

Tracking attendance is required BUT tracking attendance week by week in this document is not required; this can be a good tool to keep everything in one place.

**At the end of the season the Head Coach must be able to come back into this document and for every athlete/UP indicate if they attended training for the minimum of 8 weeks.**

# Tracker (Tab 3) - SPORT Roster Tab: Event Commitment & Registration

|                                                                                                                                                                                                                                                                                                                                     |            |           |                                                                                                                                                                                                                                                                                          |     |     |                                                                                                                                                                                                                           |                                     |                                  |                                                                                                                                                                    |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |                                                                |        |        |        |        |        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----------------------------------------------------------------|--------|--------|--------|--------|--------|
| <b>INSTRUCTIONS:</b><br><br><b>STEP 1:</b> Complete Yellow Box Columns - <b>Event Roster</b> for each event by selecting role for each individual.<br><br><b>STEP 2:</b> Complete Blue Box Columns - <b>Event Registration</b> by entering each game score. Athletes may only be entered in 1 event. (Singles, Doubles or Team etc) |            |           | <b>PARTICIPANT TYPE EXPLAINED</b><br><br><b>Athlete:</b> Health History & Release Form must be Approved in the portal in order to participate<br><b>Unified Partner:</b> (Class A)<br><b>Coach:</b> (Class A)<br><b>Team Volunteer:</b> (Class A)<br><b>General Volunteer:</b> (Class B) |     |     | <b>EVENT ROSTER</b><br><br><b>LOCAL TOURNAMENT</b><br><br><b>DEADLINE:</b> xx/xx/xx<br><br><b>REGIONAL TOURNAMENT</b><br><br><b>DEADLINE:</b> xx/xx/xx<br><br><b>INDOOR WINTER GAMES</b><br><br><b>DEADLINE:</b> xx/xx/xx |                                     |                                  | <b>AVERAGES</b><br><br><b>LOCAL &amp; REGIONAL TOURNAMENT</b><br><br><b>INDOOR WINTER GAMES (IWG)</b><br><br>Special Accommodations (Ramp, blind, wheelchair etc.) |                                 | <b>EVENT REGISTRATION</b><br><br><b>BOWLING</b><br><b>EVENT:</b> Select event for each athlete (Singles, Doubles or Team etc.)<br><b>TEAM NAME:</b> Each Team (Double or Team) should have a unique name<br><b>GAME SCORES:</b> You <b>MUST</b> Complete this form with scores from every minimum # of games by scratch/activation/score update deadline list in<br><b>EVENT REGISTRATION DEADLINE</b><br>> Regional Bowling Tournament - xx/xx/xx > Indoor |       |                                                                |        |        |        |        |        |
| <b>PARTICIPANT TYPE</b><br><small>Athlete, Unified Partner, Coach, Team Volunteer or General Volunteer</small>                                                                                                                                                                                                                      | FIRST NAME | LAST NAME | GENDER                                                                                                                                                                                                                                                                                   | DOB | AGE | Attending Local Event - MARK Role                                                                                                                                                                                         | Attending Regional Tourn. MARK Role | Attending Winter Games MARK Role | 12 or Less Games Scratch Average                                                                                                                                   | LAST - 15 Games Scratch Average | Please select if necessary                                                                                                                                                                                                                                                                                                                                                                                                                                  | EVENT | Team Name<br>Use county/last names<br>(if Singles leave blank) | Game 1 | Game 2 | Game 3 | Game 4 | Game 5 |
|                                                                                                                                                                                                                                                                                                                                     |            |           |                                                                                                                                                                                                                                                                                          |     | 125 |                                                                                                                                                                                                                           |                                     |                                  | #N/A                                                                                                                                                               | #N/A                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |                                                                |        |        |        |        |        |
|                                                                                                                                                                                                                                                                                                                                     |            |           |                                                                                                                                                                                                                                                                                          |     | 125 |                                                                                                                                                                                                                           |                                     |                                  | #N/A                                                                                                                                                               | #N/A                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |                                                                |        |        |        |        |        |

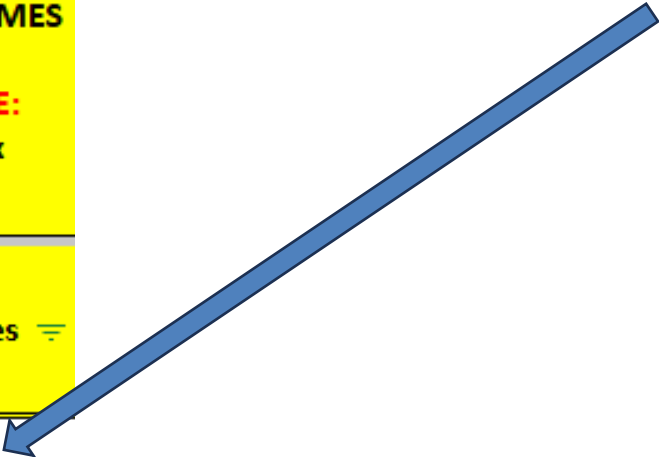
Event Commitment and Role

Event – Sport specific Registration

# Tracker (Tab 3) - SPORT Roster Tab: Event Commitment

| EVENT ROSTER                            |                                              |                                        |
|-----------------------------------------|----------------------------------------------|----------------------------------------|
| LOCAL<br>TOURNAMENT                     | REGIONAL<br>TOURNAMENT                       | INDOOR<br>WINTER GAMES                 |
| DEADLINE:<br>xx/xx/xx                   | DEADLINE:<br>xx/xx/xx                        | DEADLINE:<br>xx/xx/xx                  |
| Attending<br>Local Event -<br>MARK Role | Attending<br>Regional<br>Tourn.<br>MARK Role | Attending<br>Winter Games<br>MARK Role |
|                                         |                                              |                                        |
|                                         |                                              |                                        |
|                                         |                                              |                                        |
|                                         |                                              |                                        |
|                                         |                                              |                                        |
|                                         |                                              |                                        |
|                                         |                                              |                                        |

Select role for each individual attending the event (can not exceed the total # of your final allocations)



# Tracker (Tab 3)- SPORT Roster Tab:

## Averages

| AVERAGES                         |                                 |
|----------------------------------|---------------------------------|
| LOCAL & REGIONAL TOURNAMENT      | INDOOR WINTER GAMES (IWG)       |
| 12 or Less Games Scratch Average | LAST - 15 Games Scratch Average |
| #N/A                             | #N/A                            |
| #N/A                             | #N/A                            |
| #N/A                             | #N/A                            |
| #N/A                             | #N/A                            |
| #N/A                             | #N/A                            |

Here is where you add athletes' averages.

12 games or less for Local and regional competition

Last 15 game scratch average for Indoor Winter Games

# Event Registration

&  
should  
e



|                 |
|-----------------|
| <b>EVENT: S</b> |
| <b>TEAM NA</b>  |
| <b>GAME SC</b>  |
| minimum         |
| > Reg           |
| <b>EVE</b>      |

## For doubles & teams

Team Name should be:

County name

## Last names

[illegible]

# Tracker (Last tab) - APT Data Collection Form

| Key                                        |     |                        |              |                   |                    |                         |           |                 |                 |                         |                         |               |                    |                     |
|--------------------------------------------|-----|------------------------|--------------|-------------------|--------------------|-------------------------|-----------|-----------------|-----------------|-------------------------|-------------------------|---------------|--------------------|---------------------|
| Blood Pressure Key                         |     |                        |              |                   |                    | 6 Minute Run/Walk Key   |           |                 |                 | BMI Key                 |                         |               |                    |                     |
| Normal                                     |     |                        |              |                   |                    | Very Good               |           |                 |                 | Developing 1            |                         | Underweight   |                    |                     |
| Elevated                                   |     |                        |              |                   |                    | Good                    |           |                 |                 | Developing 2            |                         | Healthy       |                    |                     |
| High Blood Pressure (Hypertension) Stage 1 |     |                        |              |                   |                    | Average                 |           |                 |                 | Developing 3            |                         | Overweight    |                    |                     |
| High Blood Pressure (Hypertension) Stage 2 |     |                        |              |                   |                    | Advancing               |           |                 |                 | Developing 4            |                         | Obese         |                    |                     |
| Hypertensive Crisis                        |     |                        |              |                   |                    |                         |           |                 |                 |                         |                         |               |                    |                     |
| Pre Data: First Training                   |     |                        |              |                   |                    |                         |           |                 |                 |                         |                         |               |                    |                     |
| Gender                                     | Age | Height in inches (pre) | Weight (pre) | Systolic BP (pre) | Diastolic BP (pre) | 6 Minute Run/Walk (pre) | BMI (pre) | Nutrition (pre) | Hydration (pre) | Physical Activity (pre) | Height in inches (post) | Weight (post) | Systolic BP (post) | Diastolic BP (post) |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |
|                                            |     |                        |              |                   |                    |                         | n/a       |                 |                 |                         |                         |               |                    |                     |

- We HIGHLY encourage you to add Athlete Performance Training to your practice routine.
- This is a great way to help the athlete set personal Health and Fitness goals and improve their sport performance.
- Repeating the program allows athletes to see improvements season to season for those who have previously participated and helps maintain health and fitness habits.

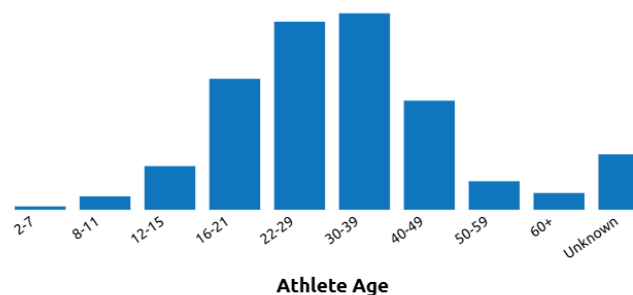
## Athlete Performance Training

**Special  
Olympics  
Pennsylvania**

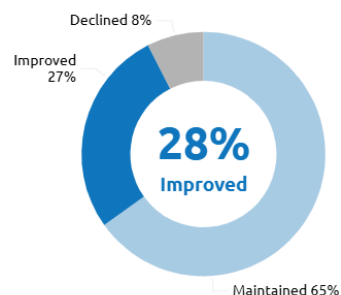


**SOPA's Athlete Performance Training (APT) program has served nearly 600 athletes since Fall 2022!**

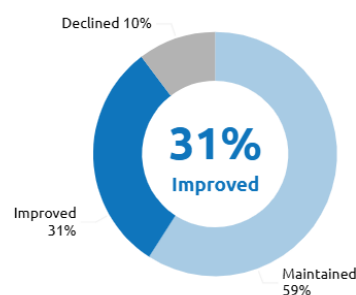
**A majority of high-risk athletes maintained or improved their health status!**



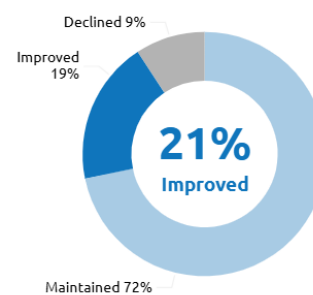
6-Minute Test



Blood Pressure



BMI



If you are looking to participate or learn more, please reach out to [Calvin Trisolini, Research Operations Manager](mailto:Calvin.Trisolini@specialolympicspa.org), 610-630-9450 ext. 221.

You can also visit: <https://specialolympicspa.org/apt>



## THREE-PEAT!! Manheim Township is your 2025 Unified Track & Field State Champion!

IT'S A THREE-PEAT!!! 🏆🏆🏆 Manheim Township School District wins back-to-back-to-back PIAA Unified Track & Field State Championships, becom...

READ MORE ...



Calvin Trisolini



***Special  
Olympics  
Pennsylvania***



# TRAINING

---

# Coaching Roles:

**Special  
Olympics  
Pennsylvania**



## **HEAD COACH:**

- Certified in the sport
- Supervises all coaches and athletes
- Responsible for equipment, transportation, and lodging
- Develops **practice plans** and assigns duties to Assistant Coaches
- Check athlete medical and volunteer Class A
- Completes all required paperwork (competition, training numbers)

## **ASSISTANT COACH:**

- Assist head coach/help supervise athletes (1:4)
- Performs duties assigned by head coach
- Assist in evaluating training
- Arrives on time for practice/stays throughout practice
- Assists with uniforms, collection of medicals and taking attendance

Full position descriptions for both head and assistant coaches can be found here: **SOPA Website on the Resources/Training**  
<https://specialolympicspa.org/resources>

# Build Training Plans



- SOI Coaching Guide:
  - Great resources for developing training plan, goal setting with athletes, warm-up drills, etc.
- Prepare prior to practice, share with Assistant Coaches and determine who will run each aspect of practice

# Athlete as a Coach

**Special  
Olympics  
Pennsylvania**



## Athlete as a Coach: Empowering Our Athletes 🌟

### Program Overview:

- Athletes can become certified coaches.
- Requires Coaches Training School attendance & practicum.

### Getting Started:

- **Approval Needed:** Regional Sport Director approval required (with head coach feedback).
- **Request Form:** Access here: [https://drive.google.com/file/d/1WZC14Ssl1IsilbBO\\_93WDmsaQq9-wmK3/view?usp=sharing](https://drive.google.com/file/d/1WZC14Ssl1IsilbBO_93WDmsaQq9-wmK3/view?usp=sharing)
- **Registration:** RSDs register approved athletes (and support person) for training schools.
- *Note: Athletes should NOT self-register or create new volunteer profiles.*

### Important Considerations:

- **Competing vs. Coaching:** Can coach one sport, compete in another (same season).
- **Playing during Training/Competition:** Yes, for demonstration in training; No, for competition.
- **Chaperone Role:** Not permitted; no background checks needed.
- **Ratio:** Part of the **4:2 ratio** (expected to manage themselves independently).
- **Required Trainings:** Complete General Orientation, Protective Behaviors, and Concussion trainings in online portal profile.
- *Assistance with portal profile:* [portalsupport@specialolympicspa.org](mailto:portalsupport@specialolympicspa.org)

### Questions?

Contact: **Jordan Schubert.** Email: [jschubert@specialolympicspa.org](mailto:jschubert@specialolympicspa.org). Phone: 610-630-9450 ext. 236

# Sportsmanship/ SOPA Code of Conduct



- The [SOPA Code of Conduct](#) should be reviewed with all athletes and coaches at the beginning of the season.
- It is the Head Coaches job to ensure their coaches, team members and spectators are acting appropriately and managing the situation if someone is not acting in accordance with this Code of Conduct.
- The Regional Teams can support in working with athletes, coaches, families if issues arise.

# Safety & Preparedness: Key Reminders

***Special  
Olympics  
Pennsylvania***



## **Emergency Action Plans:**

- Know your facility's Emergency Action Plan (EAP).
- Familiarize yourself with evacuation routes.

## **Weather Awareness:**

- Monitor local weather conditions (e.g., lightning, extreme heat/cold).
- Understand protocols for moving indoors or rescheduling due to weather.

## **Health & Hygiene:**

- Encourage athletes and volunteers to stay home if sick.
- Promote good hygiene practices (handwashing, covering coughs).

## **Equipment & Facilities:**

- Ensure all equipment is safe and in good working order.
- Report any facility hazards immediately.

## **Staying Current:**

- Regularly review updated sport rules.
- Work with Assistant Coaches on seasonal plans and task assignments.

# Coaching Requirements



**Coach requirements for training and competition:**

**Team Sports:**

- Must have at least one (1) certified coach per team

**Individual Sports and Team Individual Skills:**

- Must have at least one (1) certified coach per 25 athletes



# Regional Qualifiers

***Special  
Olympics  
Pennsylvania***



Regional bowling competitions will be the qualifier to Indoor Winter Games

Advancement to Indoor Winter Games will be dependent on total number of slots at Indoor Winter Games and % of interest in advancing from each Regional event.

# Allocations

***Special  
Olympics  
Pennsylvania***



- Regional Tournaments will be allocating as necessary for their events, based on either previous year training numbers or current training season, if all training sites are up and running for the season.
- IWG allocations will be provided in early January once all Regional Bowling registrations have been submitted.

# WINTER SEASON COMPETTIONS



# Winter Events

---

**Winter Games**  
**Seven Springs Resort**  
**February 10 - 12, 2026**

**Indoor Winter Games**  
**March 7 – 8, 2026**

**IWG Speed Skating**  
**Marc 14-15, 2026**



# THANK YOU

