



2015 Fall Tournament Information Guide

October 7-9

Casper, Wyoming

Table of Contents

Contents

A. Welcome Letter	3
B. Area Games	4
C. Minimum Training Requirements	4
D. Registration Process for Area and State Games	5
E. Event/Division Corrections for Athletes.....	7
F. Fall Competition Change Form.....	8
G. General Schedule of Events	9
H. Participation Guidelines	10
I. Housing Information	11
J. Meals	12
K. Facilities	12
L. 2015 Fall Tournament Map	13
M. Competition Rules.....	14
N. Attire and Equipment.....	14
O. Registration/Check In at Competition.....	14
P. Wristbands or Name Badges.....	15
Q. Block Schedule: Session Sports Choices.....	16
R. Bowling.....	17
S. Cycling.....	18
T. Soccer (Football).....	18
U. Tennis.....	19
V. Competition Protest Policy & Procedure	19
W. Special Events.....	20
X. Athlete Code of Conduct.....	21
Y. Coaches Responsibilities	22
Z. Coach Code of Conduct	23
AA. Volunteer Information	25
BB. Families Information & Activities	25
CC. Fall Tournament Games Management Team.....	25

A. Welcome Letter

Dear Friends –

On behalf of the Special Olympics Wyoming family, thank you for your interest and work in preparing athletes for the 2015 Fall Tournament.

Your role is vital for our movement as you are helping transform attitudes, create accepting communities, and empower others to share in the amazing experience of Special Olympics.

The Fall Tournament has celebrated abilities of our athletes for thirty years, accomplishments that will take place at this competition are only possible because of your work and the devoted fans and supporters for whom we are most grateful.

As you enjoy the amazing experiences of Special Olympics over the next two months during training and competition, we encourage everyone to take your story – that moment of excitement, courage, inspiration and acceptance – and share them with every person you meet.

Again – thank you and see you in Casper



Priscilla Dowse
President & CEO



Allison Harker
Vice President of Programs

B. Area Games

Athletes are required to compete at Area Games prior to State competitions. The exception is if a sport is not available at area competition.

Please contact the Area Games Coordinator, listed below, about competition details:

Area	Date(s)	Sports Offered	Location	Contact	Phone	Email
I	Sept. 25	Bowling Cycling	Lander	Karen Beddoes	307.330.8465	AreaI@specialolympicswy.org
II	Sept. 19	Bowling	Green River	Jenn Woolf	435.770.8032	AreaII@specialolympicswy.org
III	Sept. 17	Bowling Cycling Tennis	Cheyenne	Marsha Dial	307.220.0253	AreaIII@specialolympicswy.org
IV	Sept. 25	Bowling Cycling Tennis	Gillette	Carrie Pilcher	307.751.0539	AreaIV@specialolympicswy.org
V	Sept. 26	Bowling Cycling Tennis	Casper	Ken Hoff	307.259.2199	AreaV@specialolympicswy.org

Area Games registrations can be found on the Special Olympics Wyoming website at: www.specialolympicswy.org/ag.shtml

NOTE: All material in this document is relevant to area competitions except for information on schedules, housing, meals, volunteers, and special events.

C. Minimum Training Requirements

The minimum training requirements are sport specific and must be achieved by state Fall Tournament. It is important that athletes are trained by proper coaches for the appropriate amount of training weeks/hours per the requirements below. This ensures athletes gain enough sports skills and experience to successfully compete in competitions. Hours at Area Games competition are credited towards these requirements.

Bowling 8 weeks or 12-15 games

Cycling 8-10 weeks or 16 hours

Tennis 8-10 weeks or 16 hours

Soccer 10-12 weeks or 20 hours

D. Registration Process for Area and State Games

Special Olympics Wyoming has upgraded our registration process for competitions. Please read the following instructions carefully and ask questions if you need clarification or assistance.

Competition registrations are due about 1.5-2 weeks prior to the competition start date. All registration materials can be found on the [Fall Tournament webpage](#) or the [Event Registration Forms page](#).

Step 1: Complete the Delegation Registration Form

- These are competition specific so please make sure you are filling out the correct form and returning it to the correct person.
- This document is to be filled out by the Local Program Coordinator only
- All information must be completed; incomplete forms will not be accepted.
- Please provide an accurate meal count to help keep food costs accurate.

Step 2: Complete the Volunteer Roster

- This form lists all coaches and chaperones attending Fall Tournament (and area games) and designate what sports they will coaching/chaperoning.
- The number of coaches/chaperones on this form should match the number of registered coaches/chaperones designated on the Delegation Registration Form.

Step 3: Complete the Sport Registration Documents

- Download each sport registration document for the sports your athletes are participating in. Click "Save As" so save the document onto your computer BEFORE typing in team information.
 - Note: These are in saved in different versions of Excel or editable PDF. Please download the version that your computer supports.
- Open the documents and complete all the required information in the excel document or editable pdf on your computer (do not print and handwrite the information).
- Save the documents to your computer

This process will hopefully eliminate errors due to illegible handwriting and fax machine transmission problems.

These forms are available online so coaches also have access to them; allowing them to see what events will be offered at competition. Also, the coach can fill the forms out to reduce the amount of work the coordinator does.

If you do not have Excel or pdf on your computer please contact Allison Harker for alternate materials.

GMS: don't forget, you may also register your program by using GMS. Contact Allison Harker for a GMS copy.

FAQ:

- Do I need to turn in an area games registration and state games registration?
 - Yes, they are turned in to two different people therefore you must submit both. Also, this allows for changes to be made to the state games registration (ex: updated scores or scratches)
- How do I find the scores for the Team Soccer and Individual Skills Soccer players?
 - On the Fall Tournament page of the website there is a section labelled "Additional Materials", here you can find the Soccer Team Assessment that will help you derive registration scores for team registrants and the Soccer Individual Skills Score Sheet that will help you derive registration scores for individual skills registrants. Please refer to the soccer (football) sports rules for assistance with setting up and running these assessments.
- Can my soccer players also compete in bowling?
 - Yes, there is the option for athletes to compete in Doubles Bowling on Wednesday afternoon so they can do both bowling and soccer. Please indicate on the Delegation Registration Form that you would like to have athletes participate in Wednesday bowling (section 5).

Step 4: Return all registration materials by set deadlines:

Competition	Registration Deadline
Area I	Thursday, September 17 th
Area II	Friday, September 11 th
Area III	Friday, September 11 th
Area IV	Thursday, September 17 th
Area V	Friday, September 18 th
State Games	Tuesday, September 22 nd

See the "Additional Materials" section of the Fall Tournament page for other helpful information including instructions for completed fillable PDF forms.

Contact Allison Harker for technical support or additional assistance:

program@specialolympicswy.org

307.235.3062

E. Event/Division Corrections for Athletes

The week prior to competitions a Registration Follow Up email will be sent to local coordinators and coaches (if their information is provided on the Volunteer Roster or Sports Registrations) providing a delegation report. This report will list all registered participants including events & scores. It is the responsibility of the Local Coordinator and Coaches for proofing the list to ensure that the athlete's correct event information, qualifying time, age and gender are correct by the specified deadline. Corrections to the athlete's event information will not be made during the competition weekend; this drastically slows competition and can create confusion for volunteers. Athletes will only be allowed to compete in those events listed on the delegation report.

If you need to make a change or scratch you will be required to submit the **Fall Tournament Change Form**. Phone and email changes will not be accepted this year.



F. Fall Competition Change Form

Fall Competition Change Form

The deadline for adds/changes for State Fall Tournament is **Monday, October 5th at 9:00am**. After this deadline only scratches can be made and the **assessments will not be adjusted**.

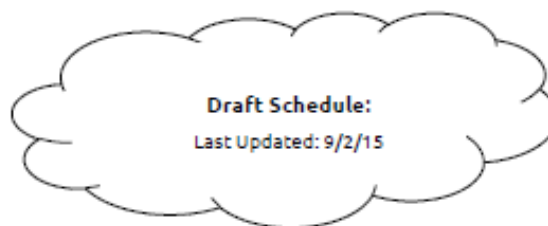
This form can also be found on the Fall Tournament webpage

Today's Date:		Program:		Your Name:			
Competition the Change will Affect: (select multiple if applicable)		Area I	Area II	Area III	Area IV	Area V	State Games
Name of Person to Change:		Person Type:		Athlete	Unified Partner	Coach/Chaperone	
List the Current Event to Change		Type of Change being made:			Change to Event: (if applicable)		New Score/Time:
1		Change Event	Delete Event	Add Event			
2		Change Event	Delete Event	Add Event			
3		Change Event	Delete Event	Add Event			
How does this affect your team's original meal count?							
Area Games				State Games:			
Competition	Add # Meals	Subtract # Meals		Meal	Add # Meals	Subtract # Meals	
Area I Games				Wednesday Dinner			
Area III Games				Thursday Lunch- Bowling			
Area IV Games				Thursday Lunch- Soccer			
Area V Games				Thursday Dinner (Banquet)			
Additional Comments:				Friday Dinner- Bowling			
				Friday Lunch- Soccer			
				Friday Lunch- Cycling			

G. General Schedule of Events



Special Olympics
Wyoming



Wednesday, October 7th:

1:00pm Doubles Bowling	Sunrise Lanes
4:00pm Registration	Natrona County High School (tentative)
5:00pm Dinner	
6:30pm Athlete Line Up	
7:00pm Opening Ceremonies	
8:15pm Coaches Meeting	

Awards will be presented immediately following competition at each location

For more information contact Special Olympics Wyoming at (307) 235-3062 or www.specialolympicswy.org

Thursday, October 8th:

8:15am Coaches Meeting	Competition Sites
8:30am Competition Begins	
▪ Soccer Division Rounds	North Casper
▪ Doubles Bowling	Sunrise & El Marko
▪ Tennis Division Rounds	Wyoming Athletic Center (WAC)
11:00am Lunch	TBD
1:00pm Competition Continues	Competition Sites
▪ Soccer Competition Rounds	North Casper
▪ Singles Bowling	Sunrise Lanes
▪ Cycling	Platte River Pkwy
6:00pm Victory Banquet	Casper Ev Center
<i>(Theme: Pirates)</i>	
6:00pm Volunteer Fingerprinting	
6:30pm Athlete Input Council	
8:00pm Coaches Meeting	

Friday, October 9th:

8:45am Coaches Meeting	Competition Sites
9:00am Competition Begins	
▪ Soccer Championship Rounds	North Casper
▪ Soccer Skills	North Casper
▪ Assisted Bowling	El-Marko & Sunrise
▪ Unified Doubles Bowling	El-Marko & Sunrise
▪ Tennis Competition Rounds	WAC
▪ Cycling	Platte River Pkwy
11:00am Lunch	TBD

H. Participation Guidelines

Special Olympics General Rules state that no program may require Special Olympics athletes or their families to pay for registration, training, participation or competition fee.

Athlete and Unified Sports® partner forms:

Each Local Program is expected to travel with athlete and partner forms. Programs must be able to provide that information at Registration. The Application for Participation (Medical) and the Release (Consent) are two different forms for athletes and must be on file with Special Olympics Wyoming prior to training or competing. Please make sure any athlete with Down Syndrome has been checked for Atlanto-Axial Instability.

Unified Sports Partners must complete the Unified Sports Partner Application and Volunteer Information and Registration forms. These forms can be found at www.specialolympicswy.org

Volunteer Registration and Background Checks

Upon registration and repeated every 3 years any “Class A” volunteer (those providing direct services to athletes such as coaches, chaperones and Unified Sports Partners) must:

- Submit a completed Volunteer Information and Registration form to Special Olympics Wyoming (form found on our website)
- Successfully complete a background check through Special Olympics Wyoming.
- If age seventeen (17) years or younger, provide two (2) written letters of recommendation, one of which is from a person of authority.
- Complete the Protective Behaviors on-line session (found at http://resources.specialolympics.org/protective_behaviors_training.aspx)

Housing Guidelines

Housing arrangements for athletes and coaches are on a one person per bed basis. Arrangements cannot be made that will ask two people to share a bed. Housing male and female athletes and/or volunteers together is not permitted.

The exception to rule above is a married couple.

Smoking Guidelines

Special Olympics Wyoming requires that all competition events be smoke-free. Designated smoking areas will be established away from any athletic competition or other activities associated with Special Olympics Wyoming events.

NOTE: It is the responsibility of Head Coaches to inform all members of their delegation of the Special Olympics Wyoming policies.

I. Housing Information

Teams are responsible for making their own hotel reservations. The following hotels have been contacted and have agreed to set aside a block of rooms for the nights of October 7th and 8th. When calling, be sure to identify yourself with Special Olympics.

Best Western Ramkota Hotel

800 North Poplar
Casper, WY
307.266.6000
\$79.99 plus tax
Hot/Cold Buffet Breakfast included
Book rooms by September 23

Hampton Inn & Suites

1100 North Poplar Street
Casper, WY
307.235.6668
\$104.00 plus tax for double queen rooms
Free Hot Breakfast & WIFI included

Super 8 West

3838 CY Avenue
Casper, WY 82604
307.266.3480
\$77 plus tax
Full breakfast included
Book rooms by September 18

Hilton Garden Inn

1150 N. Poplar Street
Casper, WY 82601
307.266.1300
\$99.00 plus tax
ADA Rooms available
Free WIFI
Book rooms by September 16
Book online with the special rate [here](#)

Casper Lodge (formerly Shilo Inn)

739 Luker Lane
Evansville, WY
307.237-1335
\$65.00 plus tax
Continental Breakfast & Free WIFI
included

Other Hotels:

Parkway Plaza 1.800.270.7829

Comfort Inn 307.237.8100

Ramada Plaza Riverside 307.473.3105

Days Inn 307.266.4733

Super 8 East 307.237.8100

La Quinta Inn 307.315.6147

Quality Inn 307.266.2400

J. Meals

Special Olympics Wyoming will offer the following meals:

	WED, OCT. 9	THURS, OCT. 10	FRI, OCT. 11
Breakfast		✓	✓
Lunch		✓	✓
Dinner	✓	✓	

The menu for each meal will be available soon.

Notes regarding meals:

- If you or your athletes have specific dietary needs or do not like meals choices, please make arrangements to bring your own lunch, dinner or breakfast.
- Special Olympics will not reimburse you if you choose not to eat one of our prearranged meals and go off site for food.
- It is important that local coordinators provide an accurate number of meals on the Delegation Registration Form for athletes, volunteers, and families to keep costs down.

K. Facilities

Bowling

Sunrise Lanes

4000 S Poplar St.
Casper, WY 82601
307.234.9141

Bowling

El Mark-O Lanes

2800 CY Ave #A
Casper, WY 82604
307.237.9558

Cycling

Platte River Commons
Off King Blvd. by Three Crowns Golf Course

Banquet

Casper Events Center
1 Events Dr.
Casper, WY 82601
307.235.8441

Opening Ceremonies & Wed. Dinner

Natrona County High School (tentative)
930 S Elm St
Casper, WY 82601
307.253.1700

Soccer

North Casper Soccer Complex
1700 East K St.
Casper, WY 82601

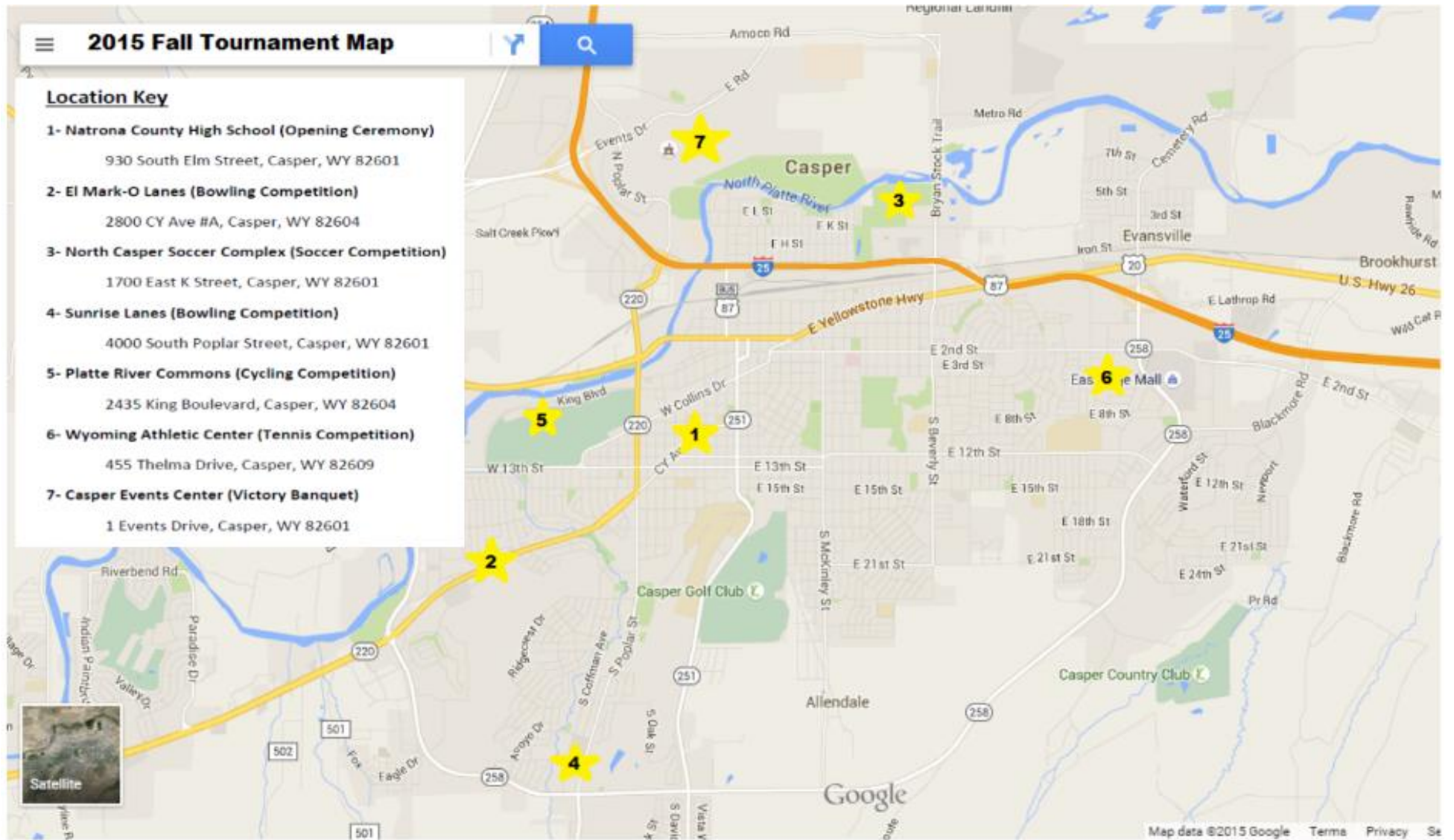
Tennis

Wyoming Athletic Center
455 Thelma Dr.
Casper, WY 82609
307.265.6928

Lunches

TBD

L. 2015 Fall Tournament Map



M. Competition Rules

- All Special Olympics rules have been created based on National Governing Body (NGB) rules and NGB rules shall be employed except when they are in conflict with Special Olympic modifications.
- All Special Olympics official rules can be found at <http://www.sowy.org/index.php/resources/sports-coaches-resources>.
- Athletes may compete in one sport per day.
- Athletes must have completed training requirements and competed at Area Games before competing at Fall Tournament.
- Athletes may not compete in the same event in Unified Sports AND traditional Special Olympics competition.
- Please make every effort to match athletes with partners of similar age and ability.
- In order to properly division athletes for competition and provide the best competition possible for all participants, **it is imperative that accurate and recent scores/times are provided on registration for every participant in every event. These scores/times are due by the registration deadlines (see page 6).**

N. Attire and Equipment

- Athletes should wear athletic attire appropriate for their sport and weather conditions.
 - Soccer teams need numbers on the back of uniforms (see the [Coordinator's Manual](#) for information regarding uniform specifications)
 - Jeans are not appropriate competition attire for ANY sports at Fall Tournament.
 - Bowlers should wear dress shorts or slacks with a collared shirt.
- Teams must provide their own adaptive equipment for all sports.

O. Registration/Check In at Competition

Location: Natrona County High School (tentative)

Time: 4:00pm

Date: Wednesday, October 7th

Setup: Five separate sections set up by Area

1. Only the Head Coach or Local Coordinator should go to the registration area.
2. Go directly to the section marked with your Area number and tell the registration volunteer your Area number and Team name.
3. Verify with the registration volunteers the information on the Registration Packet Check list.

4. Notify the registration volunteer of any last minute scratches. Please be prepared to notify which sports and/or events they were registered in.
5. You will receive a packet containing the following:
 - a. Delegation Report- list of all registered participants and their events, divisions, and lane assignments (for bowling).
 - b. Wristbands or Name Badges for registered athletes, partners, and coach/chaperones.
 - c. Final schedules for all sports events.
 - d. Fliers with updated information and details about clinics, special events and emergency instructions.
 - e. Competition Maps
 - f. Memento for each registered athlete.
 - g. A competition evaluation.
6. Once the Head Coach or Local Coordinator has completed the check in process, they can then proceed to dinner.

P. Wristbands or Name Badges

Each registered participant will receive a wristband. This should be worn at all times. The following color codes will be used:

Orange: Athletes & Unified Sports Partners

Green: Coaches & Chaperones

A label will be provided to place on the wristbands for athletes and partners providing information needed for sport competition; i.e. registered events, division numbers, lane numbers, bib numbers, etc.

It is the responsibility of the Head Coach to ensure all participants have the correct color wristband and associated label.

Q. Block Schedule: Session Sports Choices



2015 Fall Tournament Block Schedule

Please note, this schedule is subject to change.

	Wednesday PM	Thursday AM	Thursday PM	Friday AM
Bowling	Doubles Bowling	Doubles Bowling	Singles Bowling	Assisted Bowling Unified Doubles
Cycling	No Events	No Events	Road Race - 10 Kilometer Time Trial- 2 Kilometer Time Trial - 500 Meter Relay - 1 Kilometer Unified Sports Relay- 1 Kilometer	Time Trial - 5 Kilometer Road Race - 5 Kilometer Time Trial - 1 Kilometer
Soccer	No Events	Divisioning Rounds: Unified Sports Team Traditional Team	Competition Rounds: Unified Sports Teams Traditional Team	Championship Round: Unified Sports Teams Traditional Teams Soccer Individual Skills
Tennis	No Events	Divisioning Rounds: Individual Skills Match Play: singles, doubles, unified doubles	No Events	Competition Rounds: Individual Skills Match Play: singles, doubles, unified doubles



R. Bowling

- Appropriate attire for bowlers is khaki or dress pants, Bermuda shorts or knee length skirts and a colored shirt. Jeans are NOT appropriate.
- Tournament play consists of three games per event.
- Assisted bowlers (ramp and other adaptive equipment)
 - Must provide their own equipment.
 - Will be heated together.
 - Bowlers using handle balls will be considered assisted bowlers and will be heated with other assisted bowlers. Please enter as such on the registration form.
 - Please indicate on the registration form whether the assisted bowler self aims or if they compete with the coach aiming.
- The qualifying score is the athlete's average score from practice (preferably 15 games minimum).
 - Qualifying score= Total Game Points divided by number of games bowled.
- The handicapping system (using a 100% system) will be in place for the heating and awards.
 - Special Olympics Wyoming will handicap the scores by taking the qualifying score (submitted on registration) and subtracting from 200. 100% of the difference is the handicap. The handicap will be added to each of the three games bowled at competition. The computer system takes care of all the handicapping to reduce the chance for error.
 - Example: Player 1's average is 150 and Player 2's average is 100, Player 1's handicap would be 50 i.e. 50 pins per game handicap to be added to their score. Player 2 would receive a handicap of 100 i.e.100 pins per game handicap to be added to their score. Athletes can then be grouped for competition.
- Please indicate athletes' special needs, if necessary, on the Athlete Registration form. This is for lane assignments and safety purposes.
- **Bowling Quota allocations**
 - For programs with more than 6 athletes attending Fall Tournament:
 - **60%** of the total number of athletes from your program registered for Fall Tournament may compete in any form of **doubles** bowling.
 - **40%** of the total number of athletes from your program registered for Fall Tournament may compete in **singles/assisted** bowling.
 - Be sure to check this information closely when sending in registration materials. Please pay close attention to your entry percentages. Also, please indicate if your doubles team would be available to compete on Wednesday afternoon, Thursday morning or both.
 - **Athletes may not compete in both Doubles and Singles.**
- **PLEASE NOTE:** We will make every effort to assign all athletes from each program to the same alley. In some cases that will not be possible. Programs will be notified of alley assignments in the follow-up package sent the week of September 28th.
- **Frequently Asked Questions:**

- Can assisted bowlers be on a doubles team?
 - Yes, please make a note on the registration if one or both athletes use a ramp.
- Can one athlete on a doubles team use a ramp and the other not?
 - Yes, just indicate on the registration which athlete uses the assisted device.
- Can my athletes compete in soccer and bowling?
 - Yes, they can compete in Wednesday doubles bowling and in soccer team competition.



S. Cycling

- Cycling athletes may compete in a maximum of three events.
- Cyclists are expected to provide their own equipment ~ a safety check will be conducted before competition.
- Sanctioned helmets are required for practice and competition for athletes and coaches on the course.
- Please secure training times (qualifying score) for each athlete for each registered cycling event during training sessions and include these times on the registration forms. Times for events are due with registration forms by the registration deadline.



T. Soccer (Football)

- Athletes may compete in both Soccer Skills, Traditional Team Soccer and Unified Sports Team Soccer.
- Unified Sports and Traditional Team Soccer will be played according to Special Olympics Soccer rules.
 - Unified: Each team must have three athletes and two Unified Sports partners on the field at all times. If a player has been expelled, the team will play with less than 5 players on the field until substitution is allowed.
- This year we will have a separate school-aged division (16-21 years old).
- Team Soccer uniforms must have a number on the back a minimum of 6" tall.
- Rosters should contain a proportionate number of Unified Sports Partners and Athletes.
- A team roster may not consist of more than 10 players.
- The qualifying score for Soccer Skills= total of a complete Skills competition held during a practice session.
- The qualifying score for Team Soccer is derived from the Team Assessment Form.
- See the Additional Materials section of the [Fall Tournament Page](#) for a skills competition scorecard, team assessment form, and sports rules.

U. Tennis

- Athletes may compete on one team or in singles. Athletes entered in individual skills may not compete in match play.
- Match play will consist of one six game No-Ad set.
- Individual Skills Competition is comprised of; Forehand Volley, Backhand Volley, Forehand Groundstroke, Backhand Groundstroke, Serve-Deuce Court, Serve- Advantage Court, Alternating Groundstrokes with Movement.
- Please refer to Sports Rules at <http://www.sowy.org/index.php/resources/sports-coaches-resources> for rules of competition and for individual skills scoring.
- Please use the Tennis Rating Form to determine level and qualifying score. Athletes shall be divisioned based on their rating in accordance with the Tennis Rating Form. A Tennis Rating Form must be submitted for each athlete.



V. Competition Protest Policy & Procedure

- All formal protests must be written on a Special Olympics Wyoming protest form (*blank forms can be found at the awards table or with your venue director*) and returned to the Venue Director within 15 minutes of the conclusion of the event being protested.
- Protest forms must be filled out by a non-playing Head Coach.
- Head Coach filling out the protest must list and identify the Special Olympics or National Governing Body rule that has been violated.
- Once the Venue Director is informed of the protest the following procedure will take place:
 - The Venue Director will make a decision based upon Special Olympics and National Governing Body rules and their own official judgment.
 - If the Venue Director cannot make a final ruling at the time of the protest decision will be passed onto the Vice President of Programs.
 - The occurrence of the protest will be communicated from the Venue Director to the Vice President of Programs and a meeting to make a ruling will be arranged.
 - The Vice President of Programs will make a final ruling based upon SOI, NGB & SOWY modified rules and their own official judgment.

Notes:

- DISQUALIFICATIONS should be made by the official running the event at the time of the event.
- All written protest forms will be collected by the Venue Director at the end of the day and given to the Special Olympics Wyoming Vice President of Programs.

W. Special Events

Opening Ceremonies

Wednesday, October 7th 7:00pm-8:00pm Natrona County High School (tentative)
(Gymnasium)

Featuring:
Entertainment, Law Enforcement Torch Lighting

Victory Banquet & Dance

Thursday, October 8th 6:00pm-9:00pm Casper Event Center

Featuring:
Buffet style dinner & dance party

Athlete Input Council

Athletes have the opportunity to share their input about specific Special Olympics topics. This is a great chance for athletes to express their opinion on how to make their Special Olympics experience better.

Thursday, October 8th 6:00pm-7:00pm Casper Event Center

X. Athlete Code of Conduct

Special Olympics is committed to the highest ideals of sport and expects all athletes to honor sports and Special Olympics.

The Code

All Special Olympics athletes and Unified Sports partners agree to the following code:

Sportsmanship

- I will practice good sportsmanship.
- I will act in ways that bring respect to me, my coaches, my team and Special Olympics.
- I will not use bad language.
- I will not swear or insult other persons.
- I will not fight with other athletes, coaches, volunteers or staff.

Training and Competition

- I will train regularly.
- I will learn and follow the rules of my sport.
- I will listen to my coaches and the officials and ask questions when I do not understand.
- I will always try my best during training, divisioning and competitions.
- I will not "hold back" in preliminaries just to get into an easier final heat.

Responsibility for My Actions

- I will not make inappropriate or unwanted physical, verbal or sexual advances on others.
- I will not drink alcohol, smoke or take illegal drugs while representing Special Olympics at training sessions, competition or during Games.
- I will not take drugs for the purpose of improving my performance.
- I will obey all laws and Special Olympics rules.

I understand that if I do not obey this Code of Conduct my Program or a Games Organizing Committee may not allow me to participate.

Y. Coaches Responsibilities

- Provide for the general welfare, safety, health and well-being of each Special Olympics athlete in your charge.
- Assure that your athletes are assembled at the proper time and place for ceremonies, meals, training and competition.
- Be thoroughly familiar with all information in this handbook and in all coaches; information given out prior to or during the competition.
- Provide supervision 24 hours a day in cooperation with other coaches and chaperones in your delegation.
- Make sure prescribed medications are taken at proper times.
- Keep track of equipment and assuring athletes use only equipment specifically fitted to each individual.
- Accompany your athletes to and from hotels, sport venues and special events.
- Dress and act at all times in a manner which will credit Special Olympics Wyoming and your delegations.
- Have copies of all medicals and consents in your possession.
- Report all emergencies to appropriate authorities after taking immediate action to ensure the health and safety of participants.
- Know the location of the nearest medical service personnel at all times.
- Be courteous to all volunteers.
- All competition will be conducted in accordance with the rules as specified in the Special Olympics Rules and the National Governing Body Rules for each sport.
- Uniforms- all athletes must wear proper clothing for competitions: shorts, t-shirts, sneakers, etc. In the judgment of the Official, if an athlete is improperly outfitted, he/she may not be allowed to compete. Jeans are not proper clothing.

Coaches Meetings:

Wednesday	8:00pm	Natrona County High School (tentative)
Thursday	8:45am	Competition Sites
Thursday	8:00pm	Casper Events Center
Friday	8:45am	Competition Sites

Z. Coach Code of Conduct

Special Olympics is committed to the highest ideals of sport and expects all coaches to honor sport and Special Olympics.

Respect for Others

- I will respect the rights, dignity and worth of athletes, coaches, other volunteers, friends and spectators in Special Olympics.
- I will treat everyone equally regardless of sex, ethnic origin, religion or ability.
- I will be a positive role model for the athletes I coach.

Ensure a Positive Experience

- I will ensure that for each athlete I coach, the time spent with Special Olympics is a positive experience.
- I will respect the talent, developmental stage and goals of each athlete.
- I will ensure each athlete competes in events that challenge that athlete's potential and are appropriate to that athlete's ability.
- I will be fair, considerate and honest with athletes and communicate with athletes using simple, clear language.
- I will ensure that accurate scores are provided for entry of an athlete into any event.
- I will instruct each athlete to perform to the best of the athlete's ability at all preliminaries and final heats in accordance with the Official Special Olympics Sports Rules.

Act Professionally and Take Responsibility for My Actions

- My language, manner, punctuality, preparation and presentation will demonstrate high standards.
- I will display control, respect, dignity and professionalism to all involved in the sport (athletes, coaches, opponents, officials, administrators, parents, spectators, media, etc.).
- I will encourage athletes to demonstrate the same qualities.
- I will not drink alcohol, smoke or take illegal drugs while representing Special Olympics at training sessions, competition or during Games.
- I will refrain from any form of personal abuse towards athletes and others, including inappropriate or unwanted sexual advances on others, verbal, physical and emotional abuse.
- I will be alert to any form of abuse from other sources directed toward athletes in my care.
- I will abide by the Special Olympics policy on the prohibition of coaches dating athletes.

Quality Service to the Athletes

- I will seek continual improvement through performance evaluation and ongoing coach education.
- I will be knowledgeable about the Sports Rules and skills of the sport(s) I coach.
- I will provide a plan for a regular training program.
- I will keep copies of the medical, training and competition records for each athlete I coach.
- I will follow the Special Olympics Sports Rules for my sport(s).

Health and Safety of Athletes

- I will ensure that the equipment and facilities are safe to use.
- I will ensure that the equipment, rules, training and environment are appropriate for the age and ability of the athletes.
- I will review each athlete's medical form and be aware of any limitations on that athlete's participation noted on that form.
- I will encourage athletes to seek medical advice when required.
- I will maintain the same interest and support toward sick and injured athletes.
- I will allow further participation in training and competition only when appropriate.

AA. Volunteer Information

Thank you to all the volunteers who work to make Fall Tournament so successful. We couldn't do it without you!

- All volunteers 16 years of age or younger must be accompanied by a parent or other chaperone.
- Pre-registered volunteers will receive a complimentary meal.
- Volunteers can pre-register at <http://www.sowy.org/index.php/state-games/fall-tournament> in the Volunteer section
- Volunteers need to check-in at designated areas at the beginning before they participate.

BB. Families Information & Activities

Special Olympics Wyoming knows the importance of family support to our athletes. As a thank you to family members we include their participation in most activities at competition.

Meals:

Special Olympics Wyoming offers complimentary meals to family members traveling to support their athlete at Fall Tournament. The Local Coordinator is responsible for collecting the family meals numbers; please inform them if you will be taking advantage of the complimentary meals.

CC. Fall Tournament Games Management Team

Special Olympics Wyoming would like to thank the Fall Tournament Games Management Team (GMT) for their hard work leading up to and at Fall Tournament. The GMT is made up of volunteers around Casper that work hard to ensure Fall Tournament is the best possible experience for athletes, families and volunteers!

Chris Icenogle	Medical	Rick Martz	Cycling
Cordell Anthony	Medical	Susan Terry	Ceremonies
Leila Pfaff	Banquet	Wendy Brown	Soccer

Additional members may be added as they join our team!