



Special Olympics NL - Unified Sports Hosting Guide

The Venue

Gym, Cafeteria, Classroom, Sensory space, Accessible access and accessible washrooms

- You will need a school gymnasium for an entire day of the competition. There will need to be set-up done prior to other schools arriving.
- Set up will depend on sport taking place, but benches should be put out for teams to sit on and designated seating/viewing area for families, spectators. *Schools do invite their student body to come cheer on the event (this is done in a variety of ways; class sign up, PE classes observe etc)*
- Host school volunteers greet visiting schools upon arrival with a welcome sign and lead them to secure area for them to put their belongings, usually a classroom.
- Sound system (microphone, speakers, etc) will be needed
- You will need an area for lunch, usually a cafeteria.

Opening Ceremonies / Welcome

Should be no longer than 10-15minutes

- The emcee can be a teacher/administrator and/or student leader to call out the school teams to walk into the gym (host school goes last). Place student volunteers (like a cheer squad) to clap as they walk in. *If you would like a sample of a script please reach out.*
- Things to include: A Special Olympics athlete can do the athlete oath, someone to do a Land Acknowledgement and to sing the national anthem. Be creative with this! Have your school choir or musically inclined students come sing O Canada.

Tournament Support

- Sport Technical: Individual who understand the technical package, rules of the game and provide oversight for all officials
- Meet Manager: Individual who monitors the flow of the day (ie: It's 10:25am; we'll start the first game in 5 minutes; Team A and B are on court 1 etc... 5 minute warnings / announcement of lunch etc)
- Scorekeepers: Individuals who understand how to score the game and maintain records. 1 main scorekeeper keep a record of results to hand to the medal presenter.



- Students can be volunteers such as partners, coaches, officials or help in other ways (ie; welcome squad, floaters)

Lunch

- Schools/students are required to bring their own lunch to the event. Alternatively, some host schools choose to provide lunch for all participants at their own cost.

Closing Ceremonies

- Presenter: Individual responsible to connect with the main scorekeeper to find out placing in all divisions. Calls each team up for their ribbons/medal
- Medals/Ribbons are provided by SONL. Registered partners and athletes will receive a medal/ribbon according to their placing.
- Closing remarks: Host school to decide who would like to “close” the event by thanking everyone etc.