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GENERAL SCHEDULE OF EVENTS

	THURSDAY, JUNE 6	
1:00 p.m.-6:00 p.m.	Registration/Tournament Central	MCCH – ROTC Room
4:30 p.m.-6:30 p.m.	Dinner	DUC
5:00 p.m.-6:00 p.m.	Unified Bean Bag Toss	Kotal Field
6:00 p.m.-6:30 p.m.	Parade Line-up	Kotal Field
6:30 p.m.-7:00 p.m.	Parade of Athletes	Colman Track
7:00 p.m.-8:00 p.m.	Opening Ceremony	Colman Track
8:30 p.m.-9:00 p.m.	Late Registration/Tournament Central	MCCH – ROTC Room
9:00 p.m.-10:00 p.m.	Coaches' Meeting and Reception	MAC (Indoor Track)
	FRIDAY, JUNE 7	
6:30 a.m.-9:00 a.m.	Breakfast	DUC
7:30 a.m.-3:00 p.m.	Tournament Central	MCCH – ROTC Room
8:30 a.m.-3:30 p.m.	Competition – Athletics, Soccer and Swimming	See Map
8:30 a.m.-3:00 p.m.	Family and Friends Tent	Reserve St.
9:00 a.m.-3:30 p.m.	Healthy Athletes	MCCH
9:00 a.m.-3:30 p.m.	Entertainment	MCCH – Quandt Gym
11:00 a.m.-1:30 p.m.	Lunch Pickup	MCCH – MAC
4:30 p.m.-6:30 p.m.	Dinner	DUC
7:00 p.m.-9:00 p.m.	Closing Ceremony	MAC (Indoor Track)
	SATURDAY, JUNE 8	
6:30 a.m.-9:00 a.m.	Breakfast	DUC
7:30 a.m.-12:00 p.m.	Tournament Central	MCCH – ROTC Room
8:00 a.m.-4:00 p.m.	Check-out	Residence Halls
8:30 a.m.-2:00 p.m.	Competition – Athletics and Race-Walking	See Map
9:00 a.m.-11:00 a.m.	Competition – Soccer	Kotal Field
8:30 a.m.-11:00a.m.	Healthy Hearing	MCCH - Room 119
9:00 a.m.-11:00 a.m.	Bingo	MCCH – Quandt Gym
9:00 a.m.-12:30 p.m.	Competition – Swimming	MCCH
10:30 a.m.-12:30 p.m.	Lunch Pickup	DUC

**Note: The schedules listed are approximate times for events and activities. Updates will be included in the Coaches' Registration Packets. Please keep in mind this is an outdoor event and subject to change due to the weather.*

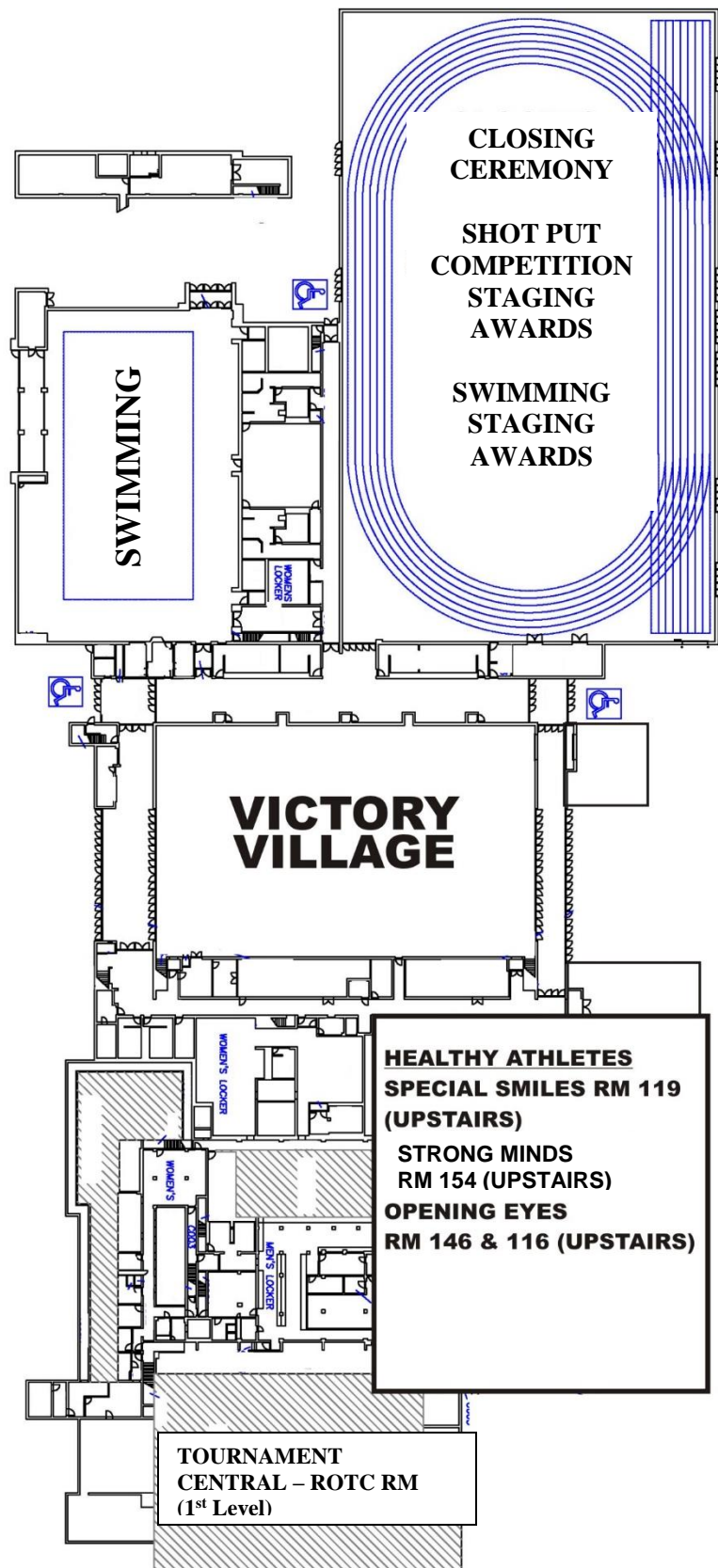
MCCH = Marshfield Clinic Health Systems Champions Hall

DUC = Lee Sherman Dreyfus University Center

MAP

(Separate – will be included in hard copies of handbook)

UWSP MARSHFIELD CLINIC HEALTH SYSTEMS CHAMPIONS HALL



TOURNAMENT CENTRAL

Tournament Central will be located on the first floor of the Marshfield Clinic Health Systems Champions Hall in the ROTC room (room 073) Thursday through Saturday. Special Olympics Wisconsin staff will be on duty to assist individuals during the following scheduled times. The registration site for the State Summer Games will be Tournament Central (see map).

Tournament Central – (608) 509-4561

Thursday, June 6: 1:00 p.m. - 6:00 p.m. and 8:30 p.m. - 9:00 p.m.

Friday, June 7: 7:30 a.m. - 3:00 p.m.

Saturday, June 8: 7:30 a.m. - 12:00 p.m.

REGISTRATION PROCEDURES

At least one coach from each Agency must report to Tournament Central for registration. We recommend registering as early as possible so you will have plenty of time to get settled at your residence halls and assembled for the Opening Ceremony. Please note that all coaches and chaperones must be registered as Class A volunteers prior to the Games.

Remember to bring the following to registration:

1. List of Scratches
2. **Three copies** of the completed housing form (one will be for you to keep).

Agency representatives will receive the following materials at registration:

- **ID Badges/lanyards** - One per athlete and one per coach/chaperone. ID badges are very important and must be worn at all times to identify athletes, coaches and chaperones. The ID badges are your meal tickets and will allow entry to all activities. **Do not forget to wear ID badges for all meals!** If an ID badge is lost, broken or becomes unreadable, the coach and athlete should report to Tournament Central. **If you would like a wristband for identification purposes only, please request one at Tournament Central.**
- **Bib Numbers** - One per athletics participant. Every athlete participating in athletics will receive a bib number that must be worn for every competition event. The bib is to be worn on the athlete's front (please use the provided pins).
- **Delegation Roster** - You will receive an updated delegation roster.
- **Housing Assignments** - Once you have turned in your assigned housing forms to Tournament Central, athletes and chaperones may go directly to the residence hall. You will be able to pick up your keys at the desk of your assigned residence hall. The Agency representative must submit a completed housing form to the desk staff at the residence hall.

PARKING

After buses have unloaded the athletes at the residence halls, they should be moved to permanent parking in Lot J. Additional bus parking is available in the Kmart parking lot. Buses here should park at the far end of the lot away from the store in line with the parking lane. Please do not block the flow of traffic up or down a lane. Open parking for cars, etc. will be available in the following lots: J, P, Q and T. Special Olympics Wisconsin will not be responsible for tickets issued for parking in lots that are not approved, or for violations on city streets. Lot X (across from the Marshfield Clinic Health Systems Champions Hall) is no longer available for parking.

****REMINDER****

Parking is prohibited on Reserve St. and Illinois Ave. from 12 p.m. Thursday, June 6 until 4 p.m. Saturday, June 8. Parking is prohibited on ALL city streets from 2 a.m. - 6 a.m.

CONSTRUCTION

Please be aware that there may be various street closures and/or construction around campus. We advise that everyone use caution around these areas.

SHUTTLE BUSES

Shuttle buses will run at the following times:

Thursday 4:15pm – 7:00pm

Friday 6:15am – 9:30am
3:45pm – 7:00pm

Saturday 6:15am – 9:30am

For shuttle sites, see map in handbook.

A special thank you to Stevens Point School District for donating their bus services to our State Summer Games!

DINING PROCEDURES

1. All dining (with the exception of Friday and Saturday lunch) will be in the Lee Sherman Dreyfus University Center (DUC). Please be sure to thoroughly wash your hands before and after eating at the DUC.
2. All athletes, coaches, and chaperones must wear the proper identification (ID badges) in order to get into the dining hall. Please be prepared to show your ID badge to the door worker (your credential is your meal ticket). People without credentials (family members) are not allowed to enter the dining hall.
3. When your group is seated, you will be served your beverages.
4. Athletes may have second helpings during the last half hour of each meal period; however coaches and chaperones should monitor the athletes' food intake.
5. As soon as you are finished, please take your trays to the tray return. A volunteer will assist in placing the trays on the conveyor.
6. Remember that there will be many people to serve and a limited number of tables and chairs. Please encourage athletes to leave the dining room as soon as they finish eating. Be sure trays are removed from the tables when you are finished so the table can be used again as soon as possible.
7. It is requested that the groups not competing in the early morning events give priority to the groups that will be competing in the early morning. For example, if your group does not compete until 9:00 a.m., do not plan to eat breakfast at 6:30 a.m. Also, for dinner, remember there is enough time scheduled and it is probably more comfortable to wait in your room than in line.
8. Coaches and chaperones, as well as athletes, will not be able to eat without their ID badge. If you lost your ID badge, you can replace it at Tournament Central.
9. If you bring a thermos along, Food Service is willing to fill it with water.
10. If you have any questions, complaints, or suggestions, please ask to speak with the Food Service Manager. Questions or complaints directed to other staff members may disrupt service.

Saturday Lunch

Saturday's boxed lunch is only available to those who have signed up and paid with their registration form. The lunch distribution will begin at 10:30 a.m. at the DUC in the DUC Concourse (see map in handbook). You can pull up on Reserve ST, across from lot R and leave your flashers on for a few minutes to grab them. Please send only one or two people to collect the lunches for your entire group. The lunches will be bulk packed by UW-Stevens Point Food Service and number of lunches packed will be based upon registration/entry numbers. Please do not ask for extra lunches.

MEAL SCHEDULE AND MENU

Please be aware that some food items may not be available.

THURSDAY DINNER 4:30 p.m. - 6:30 p.m.	FRIDAY DINNER 4:30 p.m. - 6:30 p.m.
Meat Sauce, Penne Pasta, and Garlic Bread Stick Peas and Carrots Garden Salad w/ Ranch Dressing packet Fresh Fruit – Apples, Oranges, Bananas Milk, Coffee, Water, Apple Juice	Chicken Tenders Macaroni and Cheese California Blend Vegetables Watermelon Dinner Rolls Milk, Coffee, Water, Apple Juice
FRIDAY BREAKFAST 6:30 a.m. - 9:00 a.m.	SATURDAY BREAKFAST 6:30 a.m. - 9:00 a.m.
Scrambled Eggs Pancakes w/ Syrup Turkey Bacon Hashbrowns Applesauce Fresh fruit – Apples, Oranges, Bananas Milk, Orange Juice, Apple Juice, Coffee, Water	Scrambled Eggs Sausage Patty Blueberry Muffin Breakfast Potatoes Fresh Fruit – Apples, Oranges, Bananas Vanilla Yogurt Milk, Orange Juice, Apple Juice, Coffee, Water
FRIDAY BOX LUNCH 11:00 a.m. - 1:30 p.m. (Pre-ordered & Pickup in the MAC)	SATURDAY BOX LUNCH 10:30 a.m. - 12:30 p.m. (Pre-ordered & Pickup from DUC)
SUB Sandwich: TURKEY w/ Cheddar (Lettuce & Tomato) or VEGGIE w/ Garlic Hummus (Lettuce, Cucumber & Tomato) Baked Potato Chips Bananas Boxed water	SUB Sandwich: HAM w/ Monterey Jack Cheese (Lettuce) or VEGGIE w/ Roasted Red Hummus (Lettuce, Cucumber & Tomato) Sun Chips Bananas Boxed water

* If you have requested special dietary needs, please inform the servers as you enter the service line.

HOUSING INFORMATION

The housing registration table will be located at Tournament Central. **Please report to Tournament Central before going to your hall.**

- A. **Co-ed Housing:** Agencies will be assigned a block of rooms; the coaches and chaperones will be responsible for room assignments. Housing is co-ed by floor, not by room. We will try to block each Agency so their rooms are on both sides of the hall. No Agencies will share rooms unless requested.
- B. **Residence Hall Assistants:** There will be a desk clerk on duty in each hall from 6:00 a.m. to 11:00 p.m. If you have any questions or problems, please feel free to ask for their assistance. After 11:00 p.m. a night clerk can be reached. (Check front desk for location of night clerks. Coaches will have keys to outside doors).
- C. **Chaperone/Coach Room Flyer:** Included in your pick-up packet. Please fill in the Agency # and attach to the door of the designated chaperone/coach room. In case of emergency, this will help to locate a chaperone/coach responsible for the Agency.
- D. **Wheelchairs:** Each hall has a ramp entrance. Athletes using wheelchairs will be housed on the ground floor of each hall. An entire Agency cannot be placed with the wheelchair athletes in the first floor rooms because of room demands. A chaperone should be assigned to each wheelchair athlete.
- E. **Restrooms:** Baldwin, Burroughs, Hansen, Knutzen, Neale, Steiner, and Watson Residence Halls have male and female restrooms on each floor.
- F. **Room Keys:** Room keys will be given out upon your arrival at your assigned residence hall and must be turned in when you check out. Keys will not be distributed before 1:00 p.m. on Thursday, June 6. **If you lose a key, a \$25 lost-key charge will be billed directly to SOWI who will then bill your Agency. The desk staff will not collect the charge.**
- G. **Linens:** Two sheets, one blanket, one pillow, one pillowcase, one towel, and one washcloth will be provided for each athlete, coach and chaperone staying on campus. You must provide your own personal items. Beds will be made up by the housing staff prior to your arrival and will be taken down following your room checkout. If you have an athlete who is a chronic bed wetter, you must bring your own plastic sheets or you will be charged for the ruined mattress. Extra blankets will be available by request at the front desks.
- H. **Lounges:** Lounges are available for group discussions and relaxation in the basement of each hall. In those areas you will find televisions, various vending machines and recreation equipment for your use.

- I. **Communication:** Each hall has an intercom system. If announcements need to be made we will use this system. Messages for coaches and athletes can be picked up at the front desk of your respective halls
- J. **Security:** Please do not prop your door open at night! This poses an extreme security problem for coaches, chaperones and athletes.

Please note that in the past there have been several incidents involving University Security and/or local law enforcement that were not reported to SOWI. If there are any accidents or incidents involving sexual harassment, assault or abuse, etc., you **MUST** fill out an incident report form and report it to SOWI. *Incident report forms are available at Tournament Central and at the main medical station on Reserve St.*

Check-out Procedures

Checkout will take place in each residence hall between 8:00 a.m. and 4:00 p.m. on Saturday, June 8. The following procedures must be followed:

1. Remove all personal items from each room.
2. Make sure all linens are left in the room. You will be charged for missing articles.
3. Turn in the keys to the front desk of your residence halls

Please double-check rooms for items left behind.

LOST AND FOUND

A lost and found area will be located at Tournament Central and at the residence halls' main desks. Please make sure athletes' clothes are clearly marked with their name and Agency number. Remember to keep a close eye on glasses, watches, rings, etc.

WIRELESS INTERNET SERVICES

Complimentary wireless service is available in the following locations:

- Bedrooms and common areas of some of the residence halls
- All floors of the Dreyfus University Center and the Collins Center
- 1st floor (south end only) of the College of Professional Studies
- The Quandt Fieldhouse and Berg Gym located in the Marshfield Clinic Health Systems Champions Hall

To access the wireless network with your mobile device, open a web browser and follow the on-screen instructions to create an account. A text message will be sent to your cell phone that includes credentials to join the wireless network. If you don't have a cell phone, prefer a wired connection in your residence hall room, or need additional assistance, please contact the Information Technology Help desk at (715) 346-4357 or (877) 832-8977.

RESIDENCE HALL EVACUATION PROCEDURES

Report a Fire:

1. Pull the fire alarm. Do not attempt to extinguish the fire yourself.
2. Report location of fire to the Main Desk or Hall Director.
3. Leave the building.

When the Fire Alarm Sounds:

1. Try to remain calm.
2. Keep low to the floor if there is smoke in the room.
3. Feel the metal doorknob before opening any doors. If it is hot, do not open the door. If the door is not hot, brace yourself against the door and open slightly. If heat and heavy smoke are present, close the door and stay in the room. Seal up the cracks around the door using sheets and pieces of clothing, etc. Hang an object out the window (ex. bed sheet, etc.) to attract the fire department's attention. If there is a phone in the room, call the Fire Department (911) and Campus Security (3546) and report that you are trapped. Be sure to give your room number and residence hall name.
4. If the doorknob is not hot and the hallway appears clear, then prepare to exit. First, close your window before opening your door. Second, follow your predetermined evacuation route. Leave your door unlocked and closed. Open all doors carefully and close them behind you as you leave.
5. If you find the nearest exit blocked by heat, check your secondary exits. If all exits are blocked, go back to your room and close the door. Follow instructions in item 2.
6. If you are trying to escape through a smoke-filled corridor or room, move quickly in a crouched position. Place a towel over your head and face. Breathe through the towel by taking short breaths through your nose. Wear something on your feet and cover your body with something that can be easily discarded if it catches on fire. A blanket is a useful item.
7. Stand clear of the building after evacuating.
8. Follow directions from the Fire and Police Departments.
9. Never re-enter a burning building to try to save your personal belongings.

MEDICAL INFORMATION

Coaches and chaperones are responsible for bringing updated medical information or a photocopy of the most current SOWI medical form. **This information is to be provided by the coach if the athlete is sent to the hospital. The hospital must have this information before they can provide any services.** Coaches and chaperones must be familiar with the medical condition/medication of their athletes prior to arriving at the State Summer Games. We suggest coaches send a memo to parents requesting any updated medical information to supplement their athlete's medical form. Please make sure that the information on file regarding the athlete's medical condition, medications and physician's name and telephone numbers is current. **It is recommended that coaches and chaperones have athletes' medical information with them at ALL times.** If you need an incident report form, please ask for one at Tournament Central, or at the main medical station.

Medication

If you have athletes who are on medication, it is essential that you know what the medication is, the dosage, and when it is to be taken. Many agencies request that parents divide medication for each time it is to be taken and seal it in envelopes with all the vital information (name, number of pills, kind of medication, when it is to be taken, etc.) written on the envelope. Remember that during travel time, all medication should be kept with the chaperone or the athlete – not packed in a suitcase!

Medical Services

The SOWI Medical Committee will be located in the dorms, at each event site, and in a medical tent on Reserve Street (see map). They can be identified by red shirts with the word "Medical" printed on them. It is important that you survey the area you are in for the medical station nearest to you. If language is an issue and you are the translator, be sure to stay with the athlete in an emergency. Please be aware that the main medical station is on Reserve St. next to the tennis courts.

If the medical problem is serious, the athlete will be transported by car or ambulance to the local hospital. An adult 18 years of age or older who is familiar with the athlete must accompany him/her. The coach is responsible for providing a copy of the athlete's SOWI Medical Form and sending it with the athlete to the hospital.

The final overnight medical service locations will be published in your coaches' registration packets that are picked up at Tournament Central.

Medical Volunteer Cell Phone Numbers:

Main Medical: (715) 204-9114

Michael Clark, SOWI Medical Director: (715) 218-5774

If confronted with a seizure:

1. Stay calm. Do not leave the athlete alone – send someone for help.
2. Protect the athlete from injury by involuntary muscle movements.
3. Do not put anything in the athlete's mouth.

Medical Responsibilities

SOWI recruits medical volunteers to respond to accidents and injuries that occur on the field of competition and at tournament events.

It has come to the attention of SOWI that in the past, medical volunteers have been asked to perform medical procedures that go beyond their intended purpose. Medical volunteers must not be asked to assist with an athlete's medical needs regarding distribution of medications, colostomy, catheter, etc. Athletes in need of such assistance must have a trained coach or chaperone that can attend to those medical needs, or must be taken to the hospital for care.

Important Note About Illness

If you, a coach, or an athlete with your delegation is sick, or has recently (within seven days) been sick with flu-like symptoms (fever with cough, sore throat, runny/stuffy nose, body aches), please ask them to stay home. We know that this is a difficult decision to make, but it is for the safety of everyone that attends Summer Games. Please call Erin at (608) 442-5679 before Wednesday, June 5 if someone from your delegation will not be attending. If you are calling after June 5, please call Tournament Central. If you have any questions about the health of you or your athletes please contact Michael Clark, MD either at (715) 218-5774 or mclark911@gmail.com.

****Please practice thorough hand washing and other sanitary measures throughout the duration of Summer Games to help prevent the spread of germs. ****

Special Olympics **Healthy Athletes®**



Healthy Athletes is designed to help athletes improve their health and fitness, lending to an enhanced sports experience and improved well-being. Athletes receive a variety of free health services through screenings and instruction conducted at Special Olympics events by volunteer professionals.

Friday, June 7th Healthy Athletes® is located at the Marshfield Clinic Health Systems Champions Hall (MCCH) from 9:00 a.m. to 3:30 p.m.

Delta Dental Special Smiles® – Room 119 in the MCCH

Offers oral health screenings, education, mouth guards, fluoride varnish, preventative products and referral advice for follow-up care.

Lions Club International Opening Eyes® – Room 146 in the MCCH

Offers vision and eye health tests, refraction for those requiring further screening, free prescription eyeglasses, sports eye wear and referral advice for additional care.

****NEW! Strong Minds – Room 154 in the MCCH**

Strong Minds is designed to increase awareness about active coping strategies that can be used by athletes in competition and in daily living.

Saturday, June 8th Healthy Hearing will be offered from 8:30 a.m. to 11:00 a.m. in the MCCH room 119!

Healthy Hearing – Room 119 in the MCCH Offers external ear canal inspection, evoked otoacoustic emissions screening, tympanometry and pure tone screening for those with identified need. Referrals may include further testing of middle ear problems or management of hearing loss or hearing aids, molded ear plugs or earwax removal.

VICTORY VILLAGE

Victory Village will be located in Quandt Gym in the Marshfield Clinic Health Systems Champions Hall (please note the change from last year). The village will feature entertainment, games, free sample items by sponsors and other activities.

Village Hours: Friday: 9:00 a.m. – 3:30 p.m.

Saturday: 9:00 a.m. - 11:00 a.m. (Bingo only in MAC)

Arts and Crafts

Don't know what to do between events? Come join us at the Arts & Crafts Area on Friday for some creative fun!

FAMILY & FRIENDS INFORMATION TENT

Stop by the Family & Friends Information Tent on Reserve St. to get information on when athletes are competing and maps of the campus.

There will be a table for information from the Wisconsin Board for People with Developmental Disabilities.

There will also be information on some of the other programs that SOWI offers. Stop by to learn more!

SCHOOLS INFORMATION TENT

Come and learn more about all of the amazing things Special Olympics Wisconsin is doing in schools all across the state at the Schools Information Tent on Reserve St. SOWI currently works with 110 schools across the state and is always looking to grow! If you are involved in a school or have children in school please stop by and learn more about all the unified activities Special Olympics Wisconsin has to offer.

CEREMONIES

Opening Ceremony

The Opening Ceremony, which will celebrate SOWI's ability to "reveal the champion in all of us", will be held at Colman Track with seating beginning at 6 p.m. *All athletes should be taken, with their Agency banner, to the "Opening Ceremony line up" area south of the stadium at 6:00 p.m. (see map in handbook) to line up for the parade. Please note, we will have a **full Parade of Athletes**.*

The Parade of Athletes will begin at 6:30 p.m. The Opening Ceremony will start at 7:00 p.m. The athletes will enter the track with their banner **in order by Region**.

PLEASE NOTE: This year we will have a group of volunteers walking around the parade line up collecting lifestyle surveys from athletes. Each survey takes about 3-5 minutes to complete. Please allow our volunteers to interact with your athletes so we can collect as many surveys as possible. Volunteers will stick around after Opening Ceremony to collect more surveys if possible.

Indoor Plan in case of Inclement Weather

In the case of inclement weather, the ceremony will be canceled and no parade will be held. There will be a brief Athlete Celebration Ceremony held indoors at the MAC in the Marshfield Clinic Health Systems Champions Hall beginning at 7pm, with doors opening at 6:30pm. It will be followed by an informal dance to last until 8pm. Attendance for the Athlete Celebration Ceremony and dance will be optional.

Closing Ceremony

Friday evening activities include a dance with a Beach Party theme, held from 7:00 p.m. - 9:00 p.m. in the MAC (Indoor Track) in the Marshfield Clinic Health Systems Champions Hall, with a DJ providing music. Souvenirs will be selling beach-themed items. There will be limited seating (chairs) available in the MAC. No black dress shoes or high heels allowed – sneakers encouraged.

STATE COMPETITIONS – PRESS RELEASES

Please contact the Special Olympics Wisconsin Marketing and Communications Department to have a press release distributed to your local media for your Agency or athlete(s) at (608) 442-5675 or tjaime@specialolympicswisconsin.org.

SPECIAL OLYMPICS WISCONSIN ON SOCIAL MEDIA

Want to keep up with local and statewide SOWI events? Join our online community by following us on:

Twitter @sowisconsin

Facebook facebook.com/SpecialOlympicsWisconsin

YouTube youtube.com/sowisconsin

Flickr flickr.com/photos/specialolympicswisconsin/

Instagram instagram.com/sowisconsin/

Post photos with #sowistategames

Check out Flickr for photos and SpecialOlympicsWisconsin.org for results from the State Summer Games!

CONCESSIONS

The main concession stand will be located in the DeBot Field Area.
Proposed hours and menu items are listed below:

Friday, 8:30 a.m.	Regular coffee
Friday, 10:30 a.m. - 4:00 p.m.	Hamburgers, Hotdogs, Brats, BBQ, Chili Dogs, Walking Tacos, Nachos, French Fries, Cheese Curds, Soda and Water.
Saturday, 8:30 a.m.	Regular coffee
Saturday, 10:30 a.m. - 1:00 p.m.	Same menu as Friday

SOUVENIR INFORMATION

****Located adjacent to the MAC.****

Souvenir Sales: Thursday: 4:30 p.m. - 8:00 p.m.
Friday: 7:00 a.m. - 9:00 p.m.
Saturday: 7:00 a.m. - 12:00 p.m.

Stop by the souvenir merchandise tent to get your official SOWI gear. Check out the great selection of apparel including T-shirts, sweatshirts, jackets and hats. Exciting souvenirs include sports bags, glass wear, water bottles, collectables and much, much more. Show your support of SOWI! See you at the Games!

TWO-WAY RADIO USAGE

Please limit your use of two-way radios at the State Summer Games. SOWI staff and the Games Management Team will use three channel radios and Motorola radios, which use common air frequencies. SOWI Games personnel will utilize channels 7.1, 12.1, 13.1, and 14.1 on the Motorola 250 radios. Please refrain from using these frequencies.

COMPETITION INFORMATION

Uniform Policy

We ask athletes to please wear their team T-shirts during team competition, relays, and soccer. No athletes should compete while wearing hats, medals, jeans, non-athletic street shoes, etc.

It is against Special Olympics policy for commercial businesses to advertise on athlete uniforms. A uniform is defined as a running suit, shorts, or shirt. Uniforms with advertising may not be worn at the State Summer Games.

Divisioning

In divisioning all events, our primary obligation is to ensure that athletes of similar ability are competing against one another. Divisions by gender and age are secondary. To achieve this, we may create co-ed, junior, senior, or open divisions. Please be aware of this when you review your division listings.

Scratches

All scratches must be done at registration. No changes or additions will be made at competition site.

STAGING INFORMATION

Event Staging Procedures

The staging area will announce the divisions being staged 15 minutes before competition is scheduled.

Coaches are responsible to bring their athletes to the staging area when the division, the athlete name, or the event is called.

Athletes will be brought into the staging area and seated on chairs until it is time for them to compete. At that time, escorts will lead them to the event area. If an athlete is announced to be staged and is in competition, or at the awards area, the coach must report the status of the athlete to that staging area where the athlete is to be staged.

At the conclusion of the event, coaches must pick their athletes up at the appropriate awards area for that event. **Any athlete who is not successfully checked in at the staging area will be disqualified.**

Note: Only athletes scheduled for competition are allowed in competition areas on the track, pool deck, or any staging area.

STAGING INFORMATION CONTINUED

Staging for Soccer

Soccer teams must report to the playing field 15 minutes before their soccer competition is scheduled.

Staging for Swimming

Swimming athletes will be staged in the MAC, not on the pool deck. Athletes should report to the staging area 15 minutes prior to competition. Teams may relax in the MAC while waiting for competition (bring your own cards and board games to help pass the time).

Staging for Athletics

All coaches are responsible to have their athlete report to their appropriate staging area(s) 15 minutes prior to competition. Staging color will match the staging tent color.

Staging for Race Walking

(1500M, 800M, 400M)

The distance walking events will be held on Saturday at 8:30 a.m. with competition taking place off-track along Illinois Avenue. Walking events to be held off the track are the 1500M, 800M and 400M. All other walking races will be held on the track. See times on the athletics competition schedule. The staging tent will be north of the Allen Center.

Staging for Wheelchair Racing

Wheelchair races will begin on Friday at 9:30 a.m. on the Colman Field track. Athlete staging will take place at the northeast corner entry to the track (near corner of Maria Dr. and Reserve St.).

FILING PROTESTS AT EVENTS

1. Protests to the Games Rules Committee may only be made concerning games presentation, structure and conduct.
2. Protests may only be made concerning competition of athletes at a venue where, within that competition, rulings are either made or not made in regard to the fairness and equity of the competition.
3. All protests must be initiated prior to the presentation of awards.
4. Protests must be immediately presented to the head official of the event in an oral fashion so that the event officials may be made aware of the appeal.
5. Head officials may rule on appeals immediately, but if the response of the head official does not resolve the protest, a formal protest may follow.
6. All formal protests must be submitted within a half hour of the event in question.
7. All protests must be made on the specified form.
8. All protests will be brought to the attention of the Sports Rules Committee for final resolution. The decision of this committee shall be final and binding.

PROTEST FORM

Date: _____
Time Submitted: _____
Sport: _____
Event: _____
Age Group: _____
Division (Heat): _____
Athlete or Team Name: _____
Identification Number: _____
Agency Number: _____
Reason For Protest: _____

Signature of Sport Head Coach: _____

DECISION BY SPORTS RULES COMMITTEE

Protest Approved: _____
Protest Denied: _____

Signed: _____ Time: _____

GENERAL SWIMMING INFORMATION

All swimming events will take place at the Marshfield Clinic Health Systems Champions Hall (MCCH) Pool at UW-Stevens Point. Athlete staging will be in MAC.

When participants arrive at the pool, they should go directly to the locker room, dress, shower, and be ready to report to the staging area on deck in time to compete. Coaches should aid athletes in this process and then return to the bleacher area. Observation of the races will be permitted from the pool bleachers only. **No coaches, parents, or friends will be allowed on the pool deck at any time.** Only personnel directing the races and athletes competing in that hour's events will be on deck.

If an athlete is not in the staging area two heats prior to his/her heat, his/her name will be called; if still unavailable, the heat will proceed without the athlete. Athletes will be announced for each heat as they assume their position at the starting end of the pool.

Please note:

1. The pool depth at UWSP doesn't meet the minimum approved depth (U.S. Swimming Rules) for starts from the starting blocks. (Coaches should make sure the athletes start the race the way in which they were trained.) Athletes may make diving starts from the pool deck.
2. Water starts are required for events in which athletes start from the bulkhead side of the pool. No one may jump or dive from the bulkhead.
3. With the exception of orthopedically impaired athletes, swimmers should enter and exit the pool independently.
4. Upon completion of their swim, all contestants will be taken to the awards stand for the awards presentation by the appointed assistant or escort. Awards will be given in the MAC awards area. After awards, all athletes should be met by coaches, chaperones, or parent.

There will be warm-up times on both Friday and Saturday. Warm-up times on Friday and Saturday will be from 8:30 a.m. - 8:50 a.m. and during break periods. The pool will be cleared prior to the start of each competition. If competition is ahead of schedule, additional warm-up times may be designated. The locker rooms will be open for use. For the security of the athletes, only coaches and athletes with proper credentials will be allowed in the locker rooms. Coaches should be available to help in both locker rooms to ensure the health and safety of their athletes. Coaches may bring an Agency banner/sign to help identify your group in the staging area.

****Athletes need to bring their own towels for the competitions****

2019 SWIMMING SCHEDULE

The times listed below are approximate event times. Events may run a little ahead or behind schedule depending on the flow of competition. Please have your athletes ready to compete at least 20 minutes prior to their scheduled competition. Athletes should report to the staging area 15 minutes prior to their scheduled competition time. There will be a swimming coaches meeting at 8:00 a.m. before the start of competition. Announcements will be made updating the schedule of events as the meet progresses.

Please Note: Distances are listed in meters due to how the computer system labels them on Rosters, etc., but distances are actually run in yards. For example, the 400M is actually the 400 yard race.

Friday, June 7

Coach's Meeting 8:00 a.m. in Pool Office

8:30 a.m.-8:50 a.m.	Warm-up
9:00 a.m.-9:25 a.m.	4 x 50M Medley Relay
9:25 a.m.-9:55 a.m.	100M Freestyle
9:55 a.m.-10:30 a.m.	25M Freestyle
10:30 a.m.-10:50 a.m.	100M Individual Medley
10:50 a.m.-11:20 a.m.	50M Backstroke
11:20 a.m.-11:30 a.m.	25M Butterfly
11:30 a.m.-12:00 p.m.	4 x 50M Freestyle Relay
12:00 p.m.-1:00 p.m.	Break/Warm-up
1:00 p.m.-1:15 p.m.	100M Breaststroke
1:15 p.m.-1:30 p.m.	100M Butterfly
1:30 p.m.-1:45 p.m.	100M Backstroke
1:45 p.m.-2:05 p.m.	4 x 25M Medley Relay
2:05 p.m.-2:30 p.m.	400M Freestyle
2:30 p.m.-3:00 p.m.	50M Freestyle
3:00 p.m.-3:10 p.m.	15M Unassisted Swim

Saturday, June 8

Coach's Meeting (if did not attend on Friday) 8:00 a.m. in Pool Office

8:30 a.m.-8:50 a.m.	Warm-up
9:00 a.m.-9:15 a.m.	25M Breaststroke
9:15 a.m.-9:55 a.m.	200M Freestyle
9:55 a.m.-10:30 a.m.	4 x 25M Free Relay
10:30 a.m.-10:50 a.m.	50M Breaststroke
10:50 a.m.-11:05 a.m.	50M Butterfly
11:05 a.m.-11:50 a.m.	25M Backstroke
11:50 a.m.-12:05 p.m.	4 x 100M Freestyle Relay

*****Rules governing pool safety will be posted and enforced at all times*****

ATHLETICS STAGING AREAS

White

Friday:

Running Long Jump
Standing Long Jump

Saturday:

50M, 100M Run – All Females

Red

Friday:

Softball Throw
Turbo Jav

Yellow

Friday:

3000M Run
200M Walk
4x100 Walking Relay
200M Run
400M, 800M Run
25M, 100M Walk
4x200 Relay

Saturday:

1500M Run
50M, 100M Run – All Males
Relays

Blue: indoor track

Friday:

Shot Put

Wheelchair Racing:

All report to the northeast corner entry gate to Colman Track, across the street from the white staging tent.

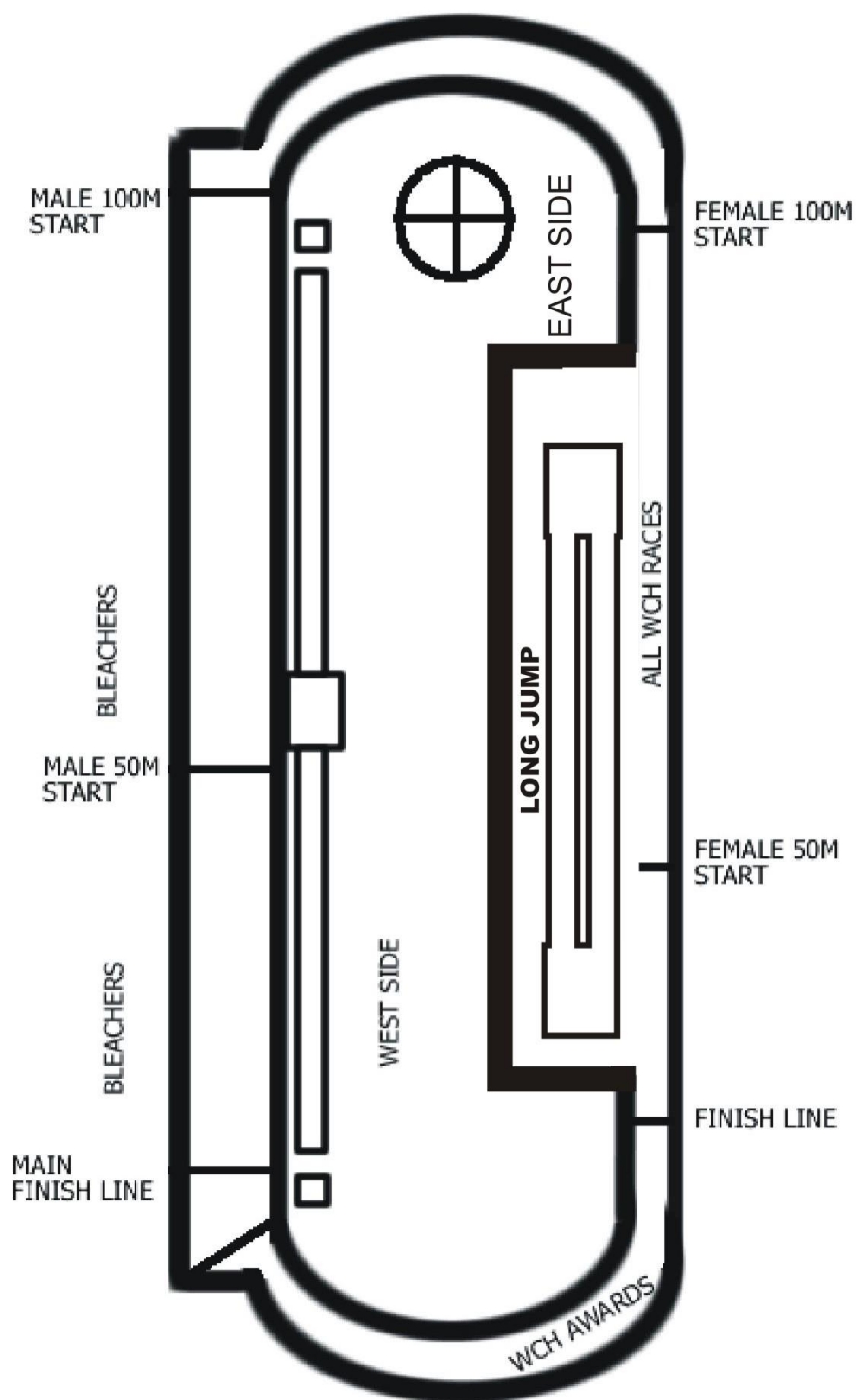
Race Walking:

All 1500M/800M/400M race walkers report to the Race Walking Staging Tent across from the soccer fields (on Illinois Avenue) – North of Parking Lot G.

Relays:

All 4x100 Running Relays and 4x400 Relays will be run after the 100M are finished. Staging will be in the **yellow** staging tent. Remember, relay entry forms will be needed for each relay team. **The 4x 100 walking relay and 4x200 will be run on Friday (see schedule) and will also stage in the yellow staging tent.**

Colman Track Overview



NOTE: 1500m, 800m and 400m RACE WALKING EVENTS WILL BE HELD ON ILLINOIS AVE (SEE MAP) HIGH JUMP WILL BE HELD ON THE INDOOR TRACK IN THE HEALTH ENHANCEMENT CENTER.

ATHLETIC EVENTS SCHEDULE Friday, June 7 – Morning

Start Time	Track Events	Field Events
8:30 a.m.	3000m Run	Softball Throw – Male 30+ Shot Put – Female 30+ Mini Jav – Male 30+
9:00 a.m.	200M Walk	RLJ – Female 8+ Shot Put – Female 12-15
9:30 a.m.	WHCH 200M Open WHCH 25M Non-Motor	Shot Put – Female 8-11
9:45 a.m.	WHCH 50M Motor Slalom	Softball Throw – Male 22-29 Shot Put – Female 16-21
10:00 a.m.	WHCH 30M Non-Motor Slalom	Shot Put – Female 22-29 Mini Jav – Male 16-29
10:15 a.m.	WHCH 30M Slalom	Softball Throw – Male 16-21
10:30 a.m.	WHCH 100M Non-Motor	RLJ – Male 8-21 Shot Put – Male 8-11
10:45 a.m.	WHCH 25M Motor OBT	Shot Put – Male 12-15
11:00 a.m.	4 X 100M Walking Relay	Softball Throw – Male 12-15
11:15 a.m.		RLJ – Male 22+ Shot Put – Male 16-21
11:30 a.m.	200M Run – Female	
11:45 a.m.	200M Run – Male	Softball Throw – Male 8-11 Mini Jav – Male 8-15
12:15 p.m.		Softball Throw – Female 30+ WHCH Shot Put

Competition Grid Note:

- WHCH indicates a wheelchair event.
- RLJ indicates Running Long Jump.
- For events with few competitors, and with all relay events, age and gender groups may be combined to create competition.
- A “+” after an age signifies all who are that age and older.
- All field event awards immediately following event.
- All running events receive their awards immediately following completion of the event.

ATHLETIC EVENTS SCHEDULE - Friday, June 7 – Afternoon

Start Time	Track Events	Field Events
12:30 pm	800M Run	
12:45 p.m.		Shot Put – Male 22-29 Mini Jav – Female 30+
1:00 p.m.	100M Walk – Male 30+	SLJ – Male 16-21 Softball Throw – Female 22-29
1:10 pm	100M Walk – Male 8-29	
1:15 p.m.		Shot Put – Male 30+
1:40 p.m.	100M Walk – Female 30+	SLJ – Male 22+ Softball Throw – Female 16-21 Mini Jav – Female 16-29
1:55 p.m.	100M Walk – Female 8-29	Softball Throw – Female 12-15
2:05 pm	25M Walk – Male	
2:15 pm	25M Walk – Female	SLJ – Male 8-15
2:25 p.m.	400M Run – Female	SLJ – Female 16-21
2:40 p.m.	400M Run – Male 8-21	SLJ – Female 22+ Softball Throw – Female 8-11 Mini Jav – Female 8-15
2:50 p.m.	400M Run – Male 22+	
3:00 pm	4 x 200M Relay	SLJ – Female 8-15

Competition Grid Note:

- SLJ indicates Standing Long Jump.
- Standing Long Jump will be in the Colman Track long jump pits.
- All relays will be staged in the Yellow Staging Tent. Each relay **must** present its official entry relay form to stagers upon arrival at the tent.
- For events with few competitors, and with all relay events, age and gender groups may be combined to create competition.
- A “+” after an age signifies all who are that age and older.
- Mini Jav is located by the Softball Throw.

ATHLETIC EVENTS SCHEDULE - Saturday, June 8 – Morning & Afternoon

Start Time	Track Events	Illinois Ave Events
8:30 a.m.		1500M Walk 800 Walk 400 Walk
8:45 a.m.	1500M Run – Male & Female	
9:20 a.m.	50M Run – Female 8-15 50M Run – Male 8-15 50M Run – Female 16-21	
9:25 a.m.	50M Run – Female 22-29	
9:40 a.m.	50M Run – Male 16-21	
9:45 a.m.	50M Run – Female 30+ 50M Run – Male 22-29	
9:55 a.m.	50M Run – Male 30+	
10:15 a.m.	100M Run –Female 8-15	
10:25 a.m.	100M Run – Male 8-15 100M Run –Female 16-21	
11:00 a.m.	100M Run – Female 22-29 100M Run – Male 16-21 100M Run – Female 30+	
11:10 a.m.	100M Run – Male 30+ 100M Run – Male 22-29	
11:40 a.m.	4 x 100M Relay 4x100M Unified Relay	
12:50 p.m.	4 x 400M Relay	

Competition Grid Note:

- The 400M, 800M & 1500M Race Walking Events will be held off track on Illinois Ave.
- The 50M & 100M Run –All females will be on the East Track (White Staging). All males will be on the West Track (Yellow Staging).
- All relays will be staged in the Yellow Staging Tent. Each relay **must** present its official entry relay form to stagers upon arrival at the tent.
- For events with few competitors, and with all relay events, age and gender groups may be combined to create competition.
- A “+” after an age signifies all who are that age and older.

SOCCER COMPETITION

*** SOCCER WILL BE HELD ON KOTAL FIELD NEXT TO THE MARSHFIELD CLINIC HEALTH SYSTEMS CHAMPIONS HALL ON RESERVE ST. (SEE MAP)***

Team Competition Standards

Please arrive at least 15 minutes prior to the game time to warm up, stretch, hand in lineup cards and discuss any special game or athlete skills situations with the officials. **Lineup cards must be submitted to the scorer's table 10 minutes prior to game time.** There will be two 15-minute halves and a five-minute halftime.

Games will start as scheduled and teams not ready to play or lacking a minimum-sized legal team 10-minutes after the official designated starting time will have to forfeit the game. FIFA and Special Olympics, Inc. Rules will govern all soccer competition.

Ties: If the score remains tied at the end of regulation time, two five-minute periods shall be played to completion (not sudden death). If it remains tied after the second overtime period, each team will receive 1 point and the score will remain tied. In Medal Round Games (only) penalty kicks shall determine the winner. **Note:** 11 x 11 rules do not supersede specific 5 x 5 rules in the Special Olympics, Inc. Rule Book.

Team Uniforms

Players must be in identical uniforms (ex. black tops and white bottoms). Numbers should be on the front and back of the uniform tops. Metal cleats are not allowed. All jewelry and hats should be removed before warm-up. All soccer participants must wear shin guards and have them completely covered by socks.

Banners

Teams may bring an Agency team banner to hang on the fence. Pop-up tents are allowed along the outer fence line away from the field of play.

Introductions

If time allows, athletes will be introduced before their games. When introduced, athletes should take a few steps out from the bench area to form a line facing the scorer's table.

SOCCER COMPETITION CONTINUED

Awards

Soccer awards will be given out immediately following completion of competition for a division. Medals will be given to the first, second and third place teams and ribbons will be given to the fourth place team in each division. Plaques will be awarded to teams by request within two weeks of the Games. Call Erin at (608) 442-5679 to request plaques.

Results

Results will be posted online after the State Summer Games. Team brackets will be posted on site and updated throughout the competition, located near the soccer venue.

Division Listings & Schedule

The Division List and schedule will be provided separately in the Coaches' Dropbox and will be available in Tournament Central, the Information Tent and at the Soccer venue.

Competition Format

All teams will compete in "Round Robin Play." Teams will play all other teams in their division once on Friday. Consolation and Championship Games will be played on Saturday to be followed by awards adjacent to the fields as soon as the places are determined.

Soccer Game Times

Friday

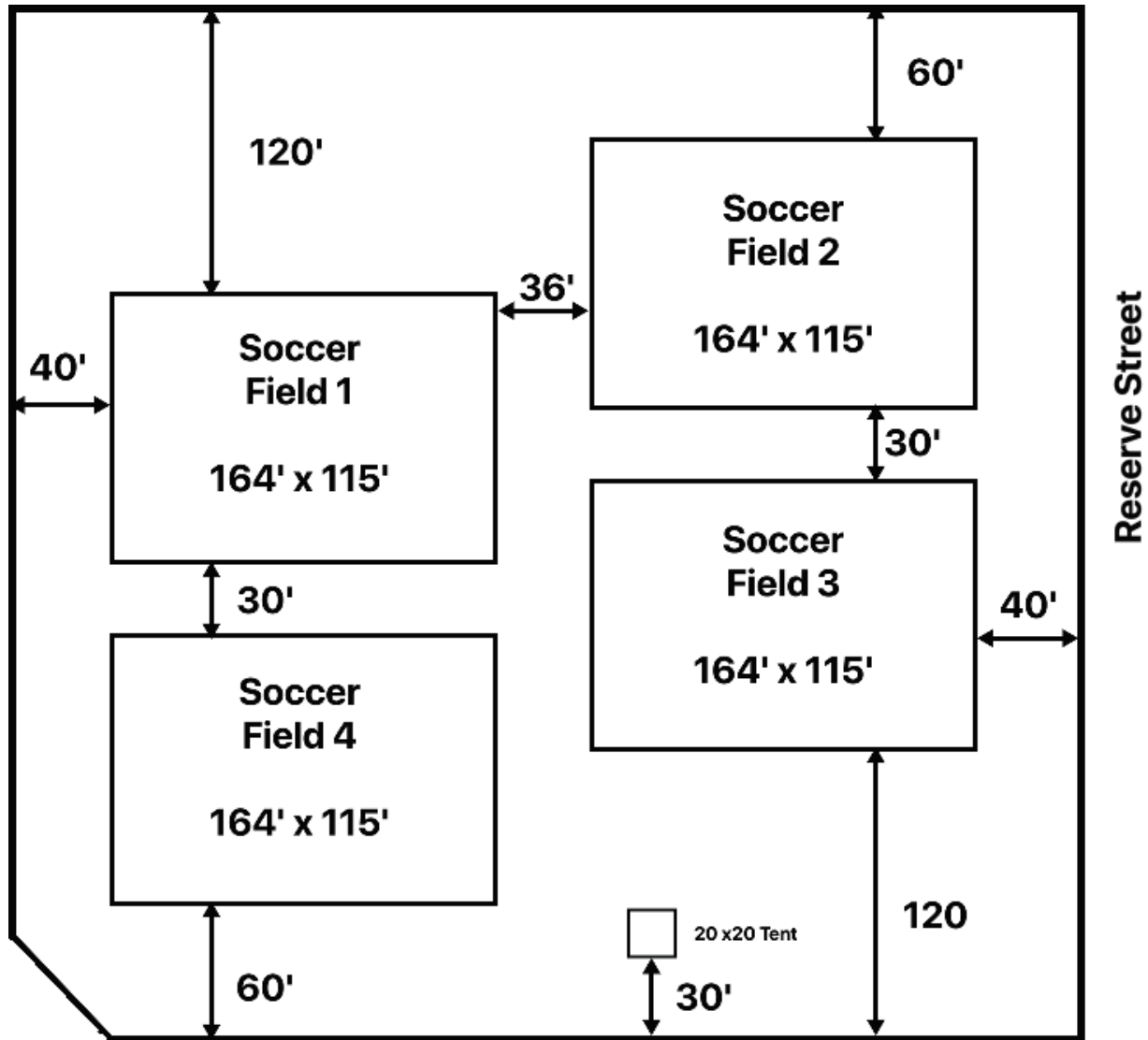
Round 1	9:00 am
Round 2	9:50 am
Round 3	10:40 am
Round 4	11:50 am
Lunch Break	12:40 pm
Round 5	1:00 pm
Round 6	1:50 pm

Saturday

Round 1	9:00am
Round 2	10:00am

Please see the soccer schedule for specific matchups.

SOCCER VENUE MAP



2019 SUMMER GAMES AWARDS AREAS

Awards for track and field events will be given at the end of each competition for each division for all events (see schedule). Participants are NOT expected to stay in the venue until awards are given out. Participants may either go to awards at that time to receive their awards with their division or may pick up awards at a later time at the appropriate awards area.

Friday

1. DeBot Awards Area (east of DeBot - inside fenced field)
 - 200M Walk • 400M Run • 100M Walk
 - 3000M Run • 800M Run • 4x200 Relay
 - 200M Run • 25M Walk • 4x100 Walking Relay
2. Shot Put Awards Area (Indoor Track)
 - Shot Put
3. Baseball Diamond Awards Area (near Softball Throw site)
 - Softball Throw • Standing Long Jump
 - Running Long Jump
 - Mini Jav
4. Swimming Awards Area (MAC Gym)
 - All Swimming Events
5. Wheelchair Racing Awards Area (southeast end of Colman Track)

Saturday

1. DeBot Awards Area
 - 1500M Run • 4 x 100M Relays
 - 100M & 50M Run (Males) • 4 x 400M Relays
2. Baseball Diamond Awards Area (by Softball Throw site)
 - 50M Run (Females) • 100M Run (Females)
3. Illinois Avenue Awards Area
 - 1500M/800M/400M Race Walking
 - Soccer (at the end of each final game)
4. Swimming Awards Area (MAC Gym)
 - All Swimming Events

COMPETITION WEATHER CONTINGENCY PLAN

Plan A

Officials and the Games Management Team (GMT) will monitor the weather to determine if conditions are severe enough to stop competition. If competition is stopped, events will be delayed and restarted from the stop point, as conditions improve.

1. If events resume, PA announcements will identify the schedule, etc.
2. If any event delay lasts longer than two hours, Plan B will go into effect.

Plan B

Events (athletics and soccer) may be dropped or shortened in order to finish the games in the remaining time available. Weather information may indicate a clearing pattern and a decision could be made to continue competition as soon as things clear. In this instance, officials and the GMT will cancel or delay events as necessary that will allow the day's competition to finish within a reasonable span of time (rescheduling of any canceled events would be on an event-by-event basis determined by site availability which will be announced at the coaches meeting). If competition is delayed more than two hours, Plan B weather updated schedule changes will be posted at Tournament Central, the residence halls and dining center. If necessary, a coaches meeting will be held on Friday evening to discuss schedule changes.

Please Note: No indoor plan will be available for athletics or soccer.

Please Note: Significant delays due to weather may cause cancellation of some events.

Soccer Competition

Games will be delayed and later resumed as weather permits. If the delay last longer than two hours, the venue coordinator will reschedule the games based on time and site availability.

Swimming Competition

Competition will continue as planned unless severe weather necessitates evacuation into shelter areas or the pool area is deemed unsafe by the GMT. If competition at the pool is suspended, competition will be postponed and/or cancelled as necessary. The pool is grounded so the presence of lightning will not automatically cause a delay at the pool.

Shot put Competition

Competition will continue as planned unless severe weather necessitates evacuation into shelter areas or the indoor track is deemed unsafe by the GMT. If competition in the indoor track is suspended, competition will be postponed and/or cancelled as necessary.

SPECIAL EVENTS AND WEATHER PROBLEMS

The Games Management Team is kept informed of impending weather conditions. In the event the decision to clear the outdoor games areas is made, all athletes and chaperones should proceed to their assigned residence halls. Opening Ceremony participants will follow the instructions listed under Severe Weather Evacuation Plan. The announcement to clear the fields will be made on all the public address systems. **Any lost or separated athletes should be brought to Medical Personnel or Tournament Central.**

In the event of dangerously severe weather, such as a tornado or high wind conditions, all personnel should seek shelter in the nearest residence hall or food center. Announcements to seek shelter will be made over the P.A. system.

Shelter Areas

Do not seek shelter in tents! Designated shelter areas are listed on next page. After an “all clear” signal from Tournament Central and the local weather officials, the shelter areas will be secured and normal activities resumed if possible.

Severe Weather Evacuation Plan

The Opening Ceremony will be held at Colman Track and is subject to the evacuation plan. Teams will evacuate to the residence halls. The decision to suspend or resume activities will be made by the SOWI staff, Opening Ceremony coordinators and the athletics coordinators for track and field competition.

The following weather conditions will merit the indicated actions:

1. **Rain** – No evacuation.
2. **Severe Thunderstorm Watch** – activities continue and weather is monitored.
3. **Tornado Watch** – activities continue and weather is monitored.
4. **Severe Thunderstorm Imminent** – Evacuation to shelters when storm is 30 minutes away.

Thunderstorms with high cloud-to-ground lightening activity, sustained winds in excess of 30 mph, or hail of ¼ inch or greater within 30 minutes of UW-Stevens Point will cause delay. Amateur radio spotters and Tomah Radar will monitor storm position information.

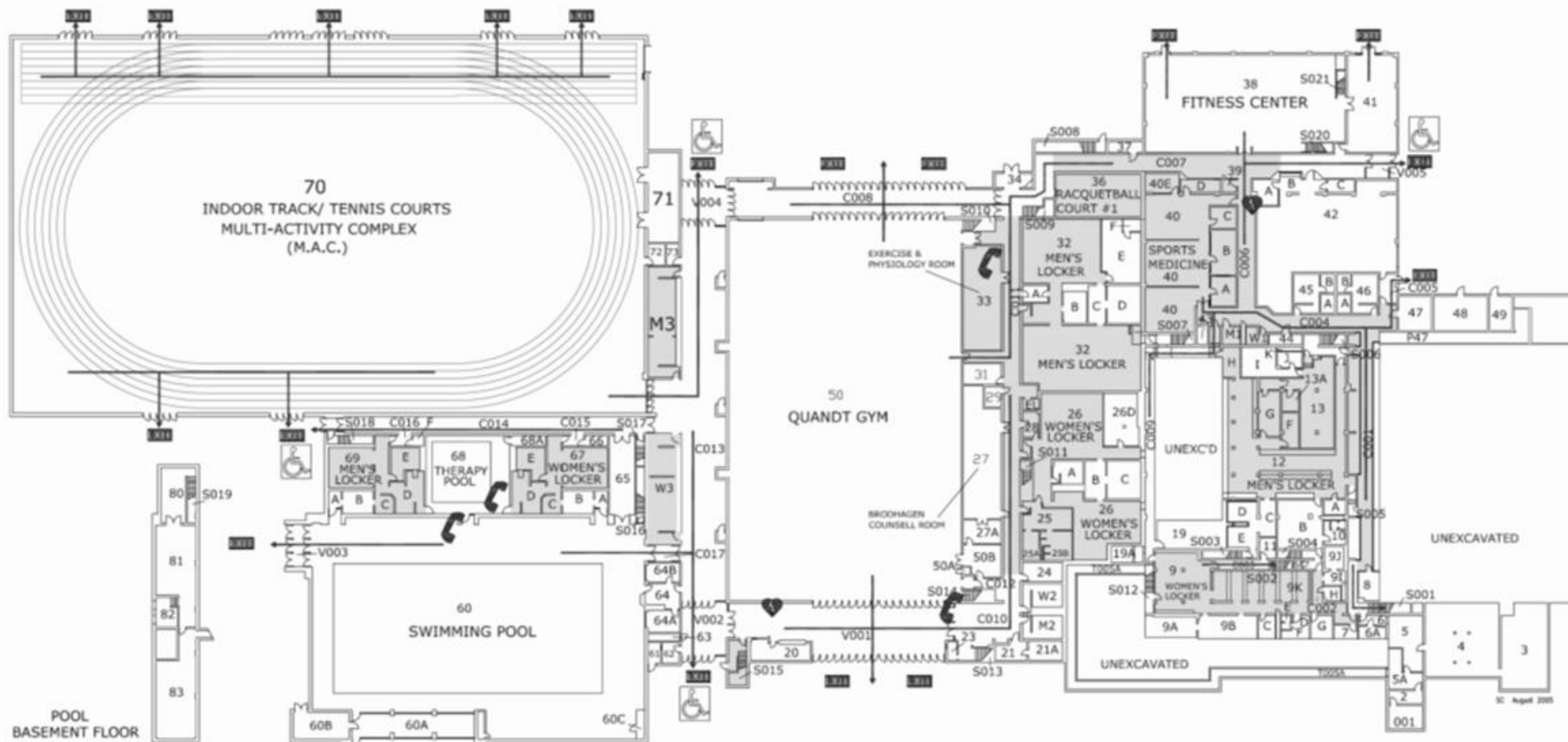
5. **Severe Thunderstorm Warning** – Evacuation to shelters upon issue of warning.
6. **Tornado Warning** – Evacuation to shelters upon issue of warning.

SEVERE WEATHER SHELTER SITES

VENUE	SHELTER LOCATION
Athletics	Knutzen & Burroughs
Concessions	Neale
Dining	Dreyfus University Center
Healthy Athletes	Marshfield Clinic Health Systems Champions Hall
Lot Q	Allen Center & Pray Sims
Main Awards	Knutzen & Burroughs
Race Walking	Roach
Red Staging	Thomson & The Suites
Reserve St	Pray Sims & Roach
Shot Put	Neale & Baldwin
Soccer	Heath Enhancement Center
Softball Throw	Thomson & The Suites
Swimming	Marshfield Clinic Health Systems Champions Hall
Victory Village	Marshfield Clinic Health Systems Champions Hall
White Staging	Thomson & Watson
Yellow Staging	Hansen

All others report to residence halls or nearest shelter area

Do not seek shelter in tents!!



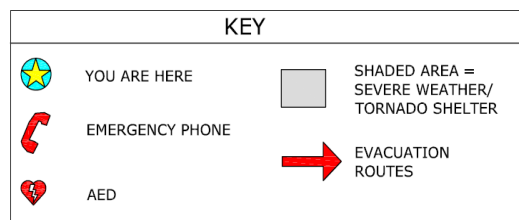
University of Wisconsin Stevens Point
2050 4th Avenue
Stevens Point, WI

UWSP Emergency Plan

Arrows Denote Building Evacuation Routes.

Shaded Areas Represent Tornado/
Severe Weather Shelter Areas.

Shelter Areas Are Located On
Floors 1 and 2 Of This Building.



WHAT TO DO DURING:

TORNADO/ SEVERE WEATHER

Notification of severe weather will be relayed to the building. If a siren sounds, building occupants should take cover in the lowest safe location available, preferably in an interior room or basement. Remain in your shelter area until tornado warning is expired.

FIRE

Pull a fire alarm and EVACUATE the building in the event of a fire. Before opening a door, feel if it is warm. If it is warm, leave the door closed and find an alternate path. Stay low if you encounter smoke. Stop, drop, and roll should your clothes catch fire.

EVACUATION

Remain calm. Use stairs and not elevators. Pay close attention to your surroundings as you exit. Incidents such as FIRE or HAZARDOUS MATERIALS RELEASES may require that alternate paths be selected. Stay clear of the building and entry ways after exiting the building in order to facilitate responder access to the emergency.

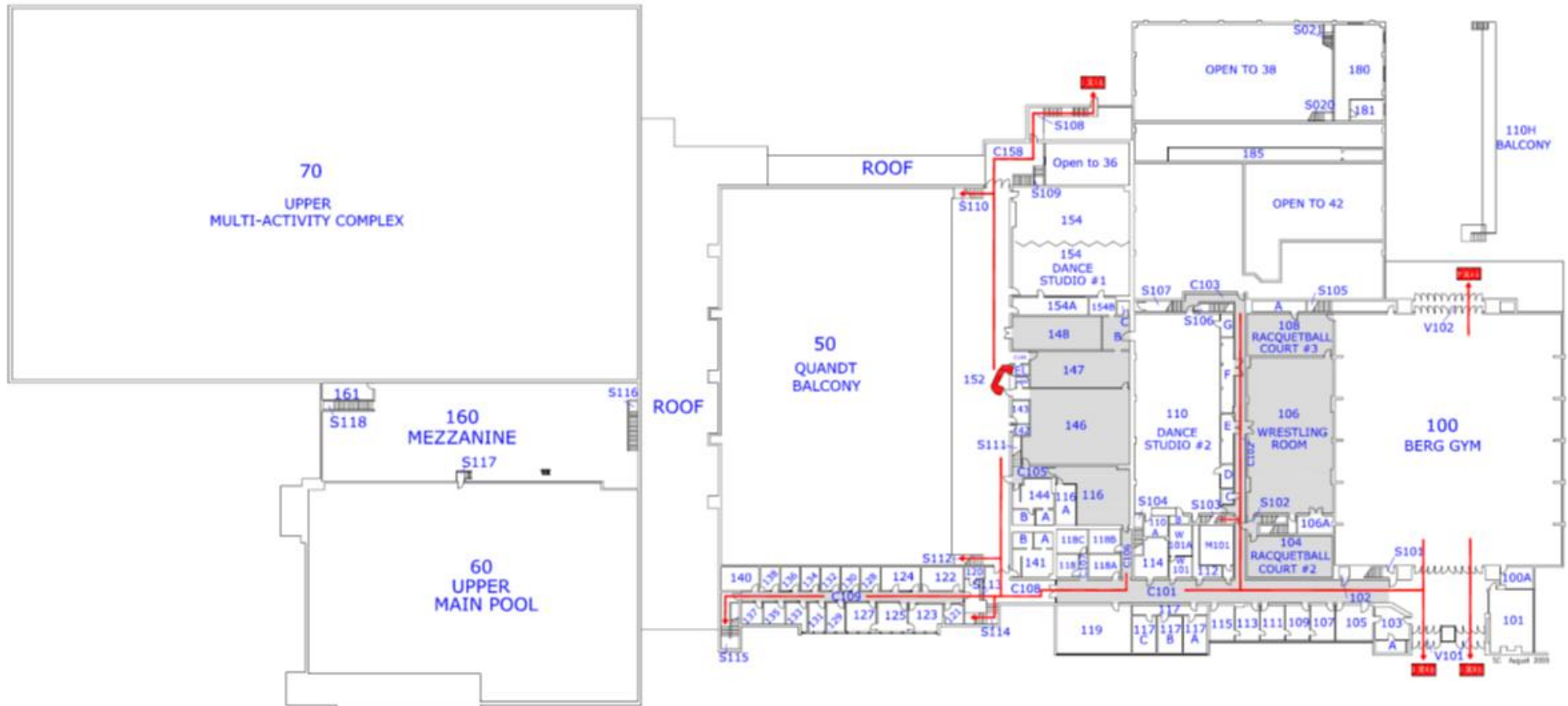
Call 911 for all Emergencies.

There will seem to be a 10 second delay, but **STAY ON THE LINE!**

Meet first responder for directions.

See UWSP Emergency Management Plan at <http://www.uwsp.edu/ehs/emp/> for details on all emergencies.

Contact Protective Services at 346-3456 for additional questions.



UPPER LEVEL

University of Wisconsin Stevens Point

2050 4th Avenue

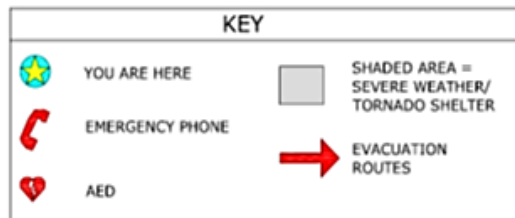
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Call 911 for all Emergencies.

There will seem to be a 10 second delay, but **STAY ON THE LINE!**

Meet first responder for directions.

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Contact Protective Services at 346-3456 for additional questions.

COACHES/CHAPERONES RESPONSIBILITIES

Coaches and chaperones coming to the State Summer Games must accept and carry out the following:

- I. Provide for the general welfare, safety, health and well-being of each Special Olympics athlete in your charge.
 - A. Make sure your athletes are properly attired for prevailing weather conditions.
 - B. Make sure your athletes are assembled at the proper time and place for the ceremony and competition events.
- II. Be thoroughly familiar with all of the information in this handbook.
- III. Provide the following specific services to each athlete in your care:
 - A. **Supervision 24 hours a day**, in cooperation with the other chaperones in your delegation.
 - B. Assistance in accounting for luggage and personal items at all times.
 - C. Assistance in getting to meals during scheduled times.
 - D. Assistance in reporting to competition areas at the proper times.
 - E. Assistance in taking full advantage of clinics and other events.
 - F. Making sure prescribed medications are taken at the proper times.
- IV. Dress and act at all times in a manner which will be a credit to Special Olympics and your delegation.
- V. Report all emergencies to appropriate authorities after taking immediate action to insure the health and safety of athletes.
- VI. Be aware of the location of the nearest medical service personnel.
- VII. Contact Brittany Hoegh at the State Office prior to the scratch deadline at (608) 442-5683 if any Agency requires special arrangements for physically handicapped participants or special diets.
- VIII. Be aware that the following are strictly prohibited anywhere within the Stevens Point Campus:
 - A. The possession or use without a physician's prescription of any drugs defined as a "regulated drug" (including any narcotic, depressant, stimulant or hallucinogenic drug).
 - B. The possession or use of candles, lanterns, firearms, volatile solutions, explosives, fireworks or other dangerous materials.
 - C. The consumption of alcoholic beverages.

Any violations of the above will result in the immediate expulsion from the State Summer Games.

SPECIAL OLYMPICS CODE OF CONDUCT

A coach's verbal and physical behavior reflects a positive and constructive attitude toward Special Olympics competition and toward those volunteers, coaches, officials and event coordinators whose time and efforts provide that competitive opportunity. This attitude reflects the confidence that decisions of the Games Committee and sports officials are made with the best interests of a fair, competitive experience in mind and are keeping with the goals and philosophies of Special Olympics.

A coach accepts the responsibility for the behavior of their athletes, parents and spectators both in and out of the competitive arena while attending a Special Olympics event. The coach should be recognized by their athletes, parents and spectators as the sole representative in dealing with the sports officials.

Should the behavior and/or attitude of any coach or faction of the member organization be contrary to these principles or to the goals and philosophies of Special Olympics, then one or more of the following steps may be taken by Special Olympics Wisconsin in an effort to alleviate the situation without further affecting Special Olympics athletes:

1. The coach may be notified of the undesirable behavior and requested to remedy the situation for continued participation.
2. The coach may be requested to withdraw personally, or as an organization, from the remainder of the event or tournament.

In the event of extreme or repeated behavior contrary to the best interests of Special Olympics, Special Olympics Wisconsin may:

1. Prevent the coach or organization from participating in any or all Special Olympics events for a specified period of time.
2. Prevent the coach or organization from participating in Special Olympics Wisconsin indefinitely.

Specific complaints against a coach or other factions of a member organization must be filed with the Special Olympics Wisconsin Competitions Director in writing. Such a written complaint will be signed by the head coach of the filing organization and cite specific behaviors inconsistent with the philosophy outlined in this section.

The State staff will meet to review a formal complaint and determine action for non-compliance with the Code of Conduct.

2019 SUMMER GAMES MANAGEMENT TEAM

Jim Anderson
Sue Anderson
Steve Benz
Danielle Beschta
David Bigelow
Rebecca Cepress
Michael Clark
Ron Clementi
Kim Crabb
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