



General Policies for All Special Olympics Events

MANDATORY SCREENING

- All individuals (18 and over) responsible for athletes overnight, or traveling with an agency in any capacity, must clear a background screening before attending State Games.
- No person under the age of 18 will be screened. If an individual is not 18 years of age, is considered a coach or assistant coach, he or she will be required to fill out a Volunteer Coach and Profile Form. It must be noted at the top of the form "MINOR". A minor's SS# is not required on the form.
- If the "minor" is a Unified Partner, he or she must have a completed Partners Form on file with Special Olympics Georgia by the eligibility deadline.
- Any "minor" attending games – as a coach, assistant coach, or Unified Partner -- MAY NOT be responsible for athletes overnight. An individual, over the age of 18, that has a clear background screening before attending State Games, must be responsible for the athletes overnight in the hotel / dorm rooms. 11/1/07

PROHIBITION ON CHARGING FEES

- Article 7, Section 7.02 of the Special Olympics, Inc. General Rules states the following concerning the charging of fees for athletes or their families:
 - "No Accredited Program may require Special Olympics athletes or their families to pay or promise to pay any type of admission, registration, training, participation, or competition fee, or any other fee or charge of any type as a condition for admission to any Special Olympics event of activity, or as a fee for the athletes' participation in any Special Olympics or competition (collectively, "Prohibited Fees")."

Curfew & Supervision of Athletes

- Athletes & Coaches should be in rooms & quiet by curfew (11:00 pm). Assistant Coaches / Coaches / Chaperones are responsible for the conduct of their athletes AT ALL TIMES. Remind your athletes that there are other paying customers in the hotels. Any athlete(s) found unsupervised, or who are engaged in disruptive behavior can be disqualified from the Games. Please ensure the safety of your athletes and help provide an enjoyable weekend by being responsible for their whereabouts.

Accident Insurance

- Athletes, Coaches, and Assistant Coaches that are part of the official delegation are covered by accident insurance while attending the Games. Coverage is secondary to any primary coverage the individual has. If the individual has no coverage, the insurance becomes the primary coverage up to \$5,000. This applies ONLY to accidents (ear aches, stomach aches, etc. are not covered).
- Accident Insurance forms can be obtained from the Nerve Center.

Alcohol, Illegal Drugs

- Violation of these regulations will be cause for immediate expulsion from the Games.
- The possession or use of alcoholic beverages or illegal drugs by athletes, coaches, asst. coaches, and Head of Delegations is not permitted during the Games weekend.

NO Swimming Policy

- Please make sure that your coaches and assistant coaches enforce the policy of NO recreational swimming at Special Olympics Events. This includes pools, spas, hot tubs, beaches, lakes, etc.

STATE GAMES LATE GAMES PAPERWORK POLICY

***REMEMBER: NO faxed paperwork will be accepted!!

- All State Games Paperwork is due in the State Office no later than 5:00pm on the deadline date and must have been entered into GMS using Web Registration. All athletes, unified partners, and coaches must have been entered through Web Registration.
- All delegations must participate in GMS Web Registration. **Failing to participate will result in a \$250 fee.**
- Paperwork received in the State Office up to 3 days after the deadline will be accepted as follows:
- For paperwork that is received after the deadline date or up to 3 days after the deadline date, the agency will be assessed a \$250 late fee.
- After 3 days, NO GAMES PAPERWORK WILL BE ACCEPTED.
- The \$250 late assessment fee is due in the State Office by the Problem Sheet deadline date for State Games.
- Agencies failing to pay the \$250 late assessment fee by the Problem Sheet deadline date will be unable to attend the State Games.
- PLEASE MAKE EVERY EFFORT TO GET IN ALL PAPERWORK BY THE DEADLINE FOR ALL STATE GAMES.

*** PLEASE NOTE: THIS POLICY DOES NOT APPLY TO THE ELIGIBILITY DATE FOR MEDICAL FORMS AND PARTNER FORMS. THESE FORMS MUST BE TURNED IN BY THE ELIGIBILITY DEADLINE FOR ALL STATE GAMES.***

SOGA Hotel/Dorm/Venue Emergency Plan

- In the case of an emergency please respond accordingly.
- In the case of a fire/false alarm please make sure your entire delegation calmly vacates the building and that they are all accounted for. Remember to take your keys and your housing list. (The Head of Delegation should make a final sweep of the housing/building counting your athletes/coaches and make sure you have everyone when exiting or re-entering)
- In the case of bad weather (tornado, flooding) please make sure your entire delegation is in a secure and safe environment until the weather has cleared. Make sure that each athlete/coach in your delegation is accounted for after the weather has cleared. Remember to take your keys.
- In the case of a missing member of your delegation (athlete, coach, family member) please contact the Nerve Center/SOGA Staff as soon as possible. Please calmly provide a detailed description of the situation and adhere to the SOGA Crisis Plan regarding the dissemination of information.
- The Nerve Center phone number can be found in your Information Guide (Coaches Handbook) and on your Credentials.

AGENCIES FAILING TO REPORT SCRATCHES AT STATE GAMES

- It is the responsibility of the Head of Delegation for each agency to report any scratches at the time of housing registration.
- Problems in the past with agencies not scratching athletes / partners / coaches at the time of housing registration in order to spread others out in the allotted rooms for housing have been noted by athletes or partners not participating in their events.
- If your agency does not report scratches at the time of housing registration and athletes or partners do not show up for their events, Special Olympics Georgia will re-calculate your housing numbers.
- If it is found that you should have had fewer rooms than given, you will be assessed a per room, per night charge which will need to be paid to SOGA immediately. Further assessment of the situation could result in non-participation for the next State Games.

Substitution Policy

- Substitutions are not to be made for individual sports after the substitution/problem sheet deadline.
- All team sports substitutions must be made by, or at, the time of registration for state games.
- NO substitutions are allowed after registration is over for state games

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