

May 7 Check in Procedures

Team #: _____

Coach: _____

Team Name: _____

INSTRUCTIONS:

Arrive between 7:00 – 8:00 am

Go to registration in the LNHS Cafeteria

Have this document available.

Attach it to the following documents:

DO YOU HAVE THE FOLLOWING?

PLEASE ATTACH THEM IN THIS ORDER:

- _____ THIS DOCUMENT WITH YOUR TEAM NUMBER AND COACH'S NAME.
- _____ FINAL REGISTRATION FORM, SIGNED BY THE COACH AND THE PRINCIPAL.
- _____ CODE OF CONDUCT SIGNED BY STUDENTS AND COACH.
- _____ WEB PAGE/PRESS RELEASE FORMS: ONE FOR EACH PERSON
- _____ EMERGENCY CONTACT SHEET
- _____ ENSURE FORMS ARE **NOT STAPLED** – we scan in your documents.

You will receive an envelope with:

- _____ 12 WRISTBANDS WITH TEAM NUMBERS
- _____ 13 SCHEDULES
- _____ 13 MAPS

When you arrive at LAKE NONA HIGH SCHOOL, CAFETERIA we will:

- COLLECT ALL YOUR FORMS
- GIVE YOU A REGISTRATION PACKET.
- MAKE SURE EACH STUDENT HAS A WRISTBAND WITH YOUR TEAM # PRINTED ON IT. You will sign a form to verify.
- REMIND TEAMS OF THE COACH'S MEETING AT 8:10 IN ROOM 528.
- IMPOUND LASTS UNTIL 9:50AM
- CHOOSE A SITE FOR CAMP OUTSIDE AROUND CAMPUS. TEAMS SHOULD CHOOSE SPACE TO MEET/LEAVE BELONGINGS.

REMEMBER:

- Please bring along supplies to clean up your camp site (garbage bags)
- Bring along supplies to make any last minute repairs to your devices.
- Remind parents that they can observe but allow the students to compete without interference.
- Only students can arbitrate an event supervisor ruling.