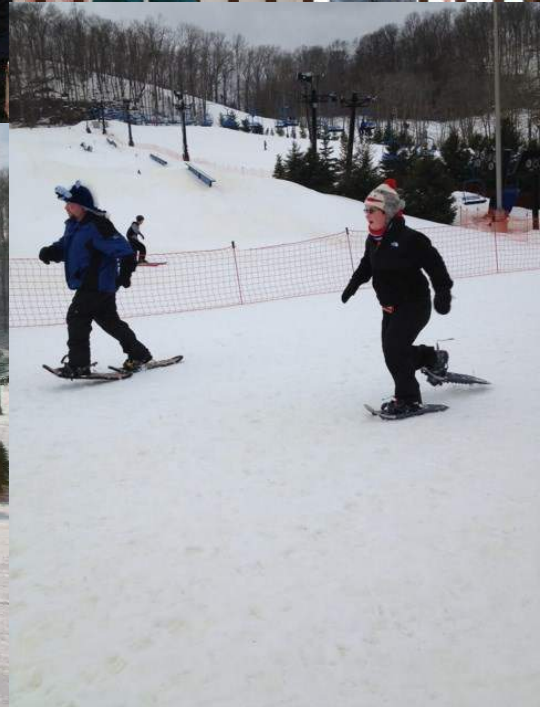




**Special  
Olympics**  
Indiana

# 37th Winter Games Coaches Handbook



**January 7 - 9, 2018**  
Perfect North Slopes  
&  
Higher Grounds Conference & Retreat Center



**Special Olympics Indiana  
would like to thank the  
Indiana Lions Club for their  
support of Winter Games!**



# Schedule of Events Sunday, January 7

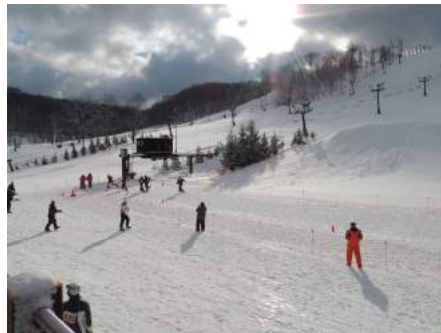
3:00pm - 6:00pm	Winter Fest (Life Center)
3:00pm - 6:00pm	Delegation Registration (Life Center Lobby)
6:00pm - 7:15pm	Dinner (Higher Grounds Dining Hall)
7:30pm	Opening Ceremonies (Life Center) ***Delegations to be staged in Dining Hall
8:00pm - 10:00pm	Dance (Life Center)
8:00pm - 10:30pm	Game Room Open (basement of Dorm #1)
8:00pm - 9:00pm*	Mandatory Coaches/HOD Meeting (Dorm #1 Meeting Room)

*\*Time is tentative. Heads of Delegations meeting will begin 10 minutes after the Opening Ceremony finishes.*



# Schedule of Events Monday, January 8

7:00am - 8:00am	Breakfast (Higher Grounds Dining Hall)
9:00am - 10:00am	Equipment Pickup (Perfect North Rental Room)
9:00am - 1:30pm	Open Slopes/Practice & Instruction Time
9:00am - 11:30am	Change of Event Forms Due to Operations Center
11:15am - 12:30pm	Lunch (Perfect North Lodge)
2:00pm - 4:30pm	Preliminary Competition for All Events
6:00pm - 10:30pm	Activities & Games (Higher Grounds Dorms)
6:30pm - 7:30pm	Dinner (Higher Grounds Dining Hall)
8:00pm - 10:00pm	Movie (Life Center)
9:00pm - 9:30pm	Mandatory Coaches/ HOD Meeting (Dorm #1 Meeting Room)



# Schedule of Events

## Tuesday, January 9

7:00am - 8:30am

Breakfast (Higher Grounds Dining Hall)

9:00am - 9:30am

Equipment Pickup (Perfect North Rental Room)

10:00am - 12:00pm

Finals Competition for All Events

11:15am - 12:30pm

Lunch (Perfect North Lodge)

12:00pm - 1:30pm

Awards Ceremony (East Lodge Patio)

2:00pm

Operations Center Closed





**Special Olympics Indiana  
would like to thank Ripley-  
Ohio-Dearborn Counties for  
sponsoring Opening  
Ceremonies, Movie Night,  
and the Dance.**





# Competition Information

The competition schedule for the 2018 Winter Games will be available Sunday night at the Coaches/ HOD meeting. Please refer to the schedule for detailed information concerning the competition trial times, finals times, and sites for your athletes. The schedule will be discussed at the mandatory Coaches/HOD meeting on Sunday and Monday evenings.

When arriving at Perfect North Slopes on Monday and Tuesday mornings, you will be able to pick up your equipment starting at 9:00am. **Please make sure that each day, athletes are returning equipment to the Rental Room. DO NOT leave equipment on the hill or next to the lodge.**

As a reminder, Perfect North does not offer snowshoeing equipment; consequently, **delegations are reminded to bring their own snowshoeing equipment.**

All competition courses will be set up for training and practice on Monday morning. Athletes should practice on the course(s) where they will be competing. Outside of the lodge, signs with station numbers will be up. By those signs will be instructors and volunteers who are ready to assist athletes if needed. If the course seems too easy or difficult, the coach may request an event change for the athlete. **All changes must be reported prior to 11:30am to the Operations Center in the East Lodge. No changes will take place after 11:30am.**

Time Trials: Time trials will take place on Monday afternoon beginning at 2:00pm. Athletes and Unified teams will have two (2) attempts at each of their events. Divisions for the finals will be based upon the better of the two attempts.

Finals: Finals will take place on Tuesday morning beginning at 10:00am. Athletes and Unified teams will have one (1) attempt at each of their events. Divisions and competition schedule will be available at Coaches/HOD meeting on Monday night.

Awards: All competitors will receive their awards after the finals competition (tentatively around noon).



## Lodging Service: Higher Ground Retreat Center

Sunday Delegation Registration begins at 3:00pm in the Life Center lobby. **Delegations will receive assigned dorms for registered athletes, coaches, and chaperones.** Wi-Fi internet will be available at Higher Ground, but is unavailable in the dorms. Please note that the only housing necessities that will be provided by Higher Ground is a bunk bed with a mattress. We encourage all delegations to bring the following for each athlete, coach, and chaperone:

- Pillow
- Sleeping bag/ sheets/ blankets
- Toiletries
- Shower shoes
- Fans
- Towels, hand towel, wash cloth

**NOTE:** Sleeping areas are not locked! Please make sure that you do not leave any valuables in the sleeping area. Higher Ground and Special Olympics Indiana will not be responsible for stolen or lost items.





# Food Service: Higher Ground

**Breakfasts and dinners will be available at Higher Ground in the Ferguson Dining Hall for those delegations who chose the housing option.**

**Sunday Dinner** (6:00pm—7:15pm): Delegations may arrive anytime during the allotted time.

**Monday Breakfast** (7:00am—8:00am): Delegations may arrive anytime during the allotted hour.

**Monday Dinner** (6:30pm—7:30pm): Delegations may arrive anytime during the allotted hour.

**Tuesday Breakfast** (7:00am—8:30am): Delegations may arrive anytime during the allotted time.

**NOTE:** For anyone involved in Winter Games who has a food allergy or special dietary need, Higher Ground will need to know so we can inform the facilities and accommodate for your needs. Please contact Brenda Hail directly at Higher Grounds at 812-637-3777 no later than 10:00 a.m., January 4, 2018.

## **Sunday Dinner:**

- Salad bars
- Fried Chicken
- Mac and Cheese
- Green beans
- Dinner rolls
- Apple Cobbler
- Beverages

## **Monday Breakfast:**

- Scrambled eggs
- Bacon
- Biscuits & sausage gravy
- Potatoes
- Bananas & apples
- Yogurt & granola
- Beverages

## **Monday Dinner:**

- Salad bars
- Turkey
- Gravy
- Mashed potatoes
- Vegetable Medley
- Dinner rolls
- Hot Fudge Cake
- Beverages

## **Tuesday Breakfast:**

- Scrambled eggs
- Sausage
- Cinnamon rolls
- Potatoes
- Bananas & apples
- Yogurt & granola
- Cereals
- Beverages



# Food Service: Perfect North Café

## Perfect North

**\*All lunches will be picked up in the Main Lodge using the meal coupons in the HOD packet. Delegations can eat their food in the East Lodge or upstairs in the loft.**

**Café:** Perfect North café will be open Monday and Tuesday. Those wishing to *purchase* additional food and drink, payment is due at time of purchase.

**Monday Lunch and Tuesday Lunch (11:15am—12:30pm):** Heads of Delegations will need to hand out individual coupons (these are received upon registration at Higher Ground) to each athlete and chaperone that paid for the housing option. Cafeteria style line consists of the following:

Hamburger or Cheeseburger or Boneless Chicken Wings (3)  
French Fries  
Small Soup  
Fruit  
Cookie  
Soft Drink Cup (drink fountain in East Lodge)

Soft drinks will be available 11:00am - 2:00pm on Monday and Tuesday in the East Lodge.

\*If anyone requires a special diet, please let SOIN staff know as soon as possible so we can alert Perfect North. (Contact: Patrick Kozłowski—[pkozłowski@soindiana.org](mailto:pkozłowski@soindiana.org))



**Special Olympics Indiana  
would like to thank the Area  
9 Management Team for  
supporting Winter Fest!**





# Important Information

## Delegation Registration

All Heads of Delegations will register in the Life Center lobby at Higher Ground on Sunday, January 7 from 3:00pm - 6:00pm. You will not be able to check-in any earlier than the scheduled time. At registration, Heads of Delegations will pick up last minute Winter Games information, receive contact information for first-aid personnel, pick up food coupons for Monday and Tuesday lunches, receive housing assignments and information, and announce any last minute changes to the delegation list.

**Note:** Please be aware of the lodging/ housing information on page 6 of this handbook.

## Opening Ceremonies

The Winter Games Opening Ceremonies will be at 7:30pm on Sunday, January 7 in the Life Center at Higher Ground Conference and Retreat Center. All delegations are welcome to attend.

## Souvenirs

Souvenirs will be offered this year at Winter Fest which will be held on Sunday in the Life Center at Higher Ground Conference and Retreat Center. Souvenirs will also be offered during competition at Perfect North.

## Family Activities

Heads of Delegations should encourage their athletes' parents and family members to attend the 2018 Winter Games to cheer on our athletes!!

## Operations Center

The Winter Games Operations Center will be located in the East Lodge at Perfect North. We will staff the Operations Center on Monday 7:30am - 5:00pm and Tuesday 7:30am - 1:00pm. The Operations Center phone number is (800) 688-1064.

## Athlete Corrections

Heads of Delegations/ coaches must call the Special Olympics Indiana office (317) 328-2000 or (800) 742-0612 by Wednesday, January 3 to correct any errors in your entries. **You should also call the state office with the names of any athletes or coaches who drop out of the games.**



# Important Information (continued)

## Ski Helmets and Equipment

Ski helmets will be available to any athlete needing one during competition and practice. The helmets are free of charge and need to be turned back in at the end of competition each day. If the helmets are lost, stolen, damaged, etc. the delegation responsible will be required to pay for the helmet. Ski helmets are only required on Stations 5 and 6. Please respect the equipment and make sure that all equipment is picked up and turned in. Perfect North Slopes is excited to host our event, so let's not take advantage of this and let's be responsible for turning the equipment back in.

## Bibs

Bibs (ski pants) will be available in limited supply for those that need them to stay warm. The cost of bibs is \$10 per day. You may rent bibs through the Perfect North equipment rental office.

## Coaches Skiing

Coaches should **NOT** request skis unless they have the ability to help athletes while wearing skis. Tuesday afternoon is the time set aside for coaches to ski. All coaches will need a coupon to receive a lift ticket. Remember, your first duty is to supervise your athletes. Make sure they are skiing with you or are being supervised by another person in your delegation.

## Cancellation Policy

If warm or extremely cold weather, or dangerous roads places the Winter Games in jeopardy, we will decide whether or not to conduct the games by 1:00pm Thursday, January 4. If the games are cancelled, our office will contact the Heads of Delegations as soon as the cancellation occurs. Please limit your calls to the SOIN office on that day. No back-up dates are scheduled. If there are any changes in conditions after Thursday, it will be your responsibility to contact our toll free number for the voice mail announcement at **1-800-742-0612 ext. 200**. In the event that the entire competition is cancelled for any reason, every delegation will receive a total refund. Once a competition has begun, there will be no refunds. Any events or competitions that are cancelled prior to consolation/finals will receive a participation ribbon.

## Alcohol and Drug Policy

Alcohol and drugs will **NOT** be tolerated during the Winter Games. Any athlete or coach who is under the influence of alcohol or drugs will be reported to his/ her respective delegation, then asked to leave the Games. There will be no reimbursement of fees if this occurs.



# Special Events

## **Winter Fest**

Winter Fest will be offered in the Life Center at Higher Ground on Sunday, January 7, from 3:00pm - 6:00pm. A number of activities will be available for athletes and coaches including hose hockey, soccer darts, and more. Winter Fest is sure to be FUN and we encourage all delegations to participate.

## **Opening Ceremonies**

Opening Ceremonies will be conducted by Greg Townsend and the Ripley-Ohio-Dearborn Counties Program. Ceremonies will begin at 7:30pm in the Life Center at Higher Ground. Please plan on attending this event!

## **Dance**

A dance will take place on Sunday night in the Life Center after the Opening Ceremonies (approx. 8:00pm). This will also be sponsored by Greg Townsend and the Ripley-Ohio-Dearborn Co. Drinks and snacks will be available.

## **Movie Night**

Ripley-Ohio-Dearborn Counties will sponsor a Movie Night on Monday from 8:00pm - 10:00pm in the Life Center at Higher Ground. Drinks and snacks will be available.

Other activities available at Higher Ground at 8:00pm - 10:30pm on Sunday and Monday nights include table tennis, a pool table, cards, foosball, and hanging out with friends. These activities will be offered downstairs in Dorm #1.



## **Coaches & Volunteers Training Opportunities**

**There will be no CVO Training offered at this year's Winter Games. All CVO Training is now conducted through the Special Olympics Indiana website. Remember that all Class A Volunteers must go through CVO Training. Class A Volunteers include coaches, chaperones, volunteers that have regular contact with athletes, or volunteers with administrative authority. Please visit [http://www.soindiana.org/class-a\\_volunteer](http://www.soindiana.org/class-a_volunteer) to learn more, or contact Tracy Mortensen (tmortensen@soindiana.org) with any questions.**

**Due to low interest, there will NOT be any Skiing, Snowshoeing, or Snowboarding Coaches Training in 2018!!!**



# Medical Support/ First-Aid Personnel

## **Higher Ground Conference & Retreat Center**

A trained individual will provide medical support at Higher Ground both Sunday and Monday evening. The room number and phone number to contact this person will be available at Delegation Registration on Sunday.

## **Perfect North Slopes**

Perfect North Ski Patrol will be on duty constantly while we are at the slopes. If an athlete is injured during competition, contact the nearest Games Official who will radio for the Ski Patrol.

**Heads of Delegations are responsible for having their athletes' MEDICAL FORMS.** All delegations will be asked to show their medical forms. Athletes will NOT compete if the form is missing.





# Thank you Perfect North Slopes for supporting Special Olympics Indiana!!



Perfect North Slopes  
[www.perfectnorth.com](http://www.perfectnorth.com)  
(812) 537-3754

19074 Perfect Lane, Lawrenceburg, IN 47025



# Thank you Higher Ground Conference & Retreat Center for supporting Special Olympics Indiana!

## Directions

### **From Cincinnati (east):**

Take I-275 west to I-74 to Indiana. After crossing into Indiana continue on I-74 to the Brookville Exit (Exit 169). Go left (north) on route 52 to the first street, Highway 46, turn left (west) and follow Route 46, 1 1/2 mile to the Higher Ground Conference and Retreat Center sign. Turn right at the drive (approximately 30 miles from the airport).

### **From Indianapolis (west):**

Take I-74 to the St. Leon exit (Exit 164), turn left on Route 1 to Highway 46, turn right and go 3 miles to the Higher Ground Conference and Retreat Center sign. Turn left at the drive (approximately 82 miles from Indianapolis).

**Higher Ground Conference & Retreat Center**

**[www.hgcrc.org](http://www.hgcrc.org)**

**(812) 637-3777**

**3820 Logan Creek Lane, West Harrison, IN 47060**



**Special Olympics Indiana  
would like to thank you all  
for participating in the 2018  
Winter Games! We hope you  
all have a great time!**

**Special Olympics Indiana**

6200 Technology Center Drive, Suite 105

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Phone: (317) 328-2000

Fax: (317) 328-2018