

## Setup Procedure

- Requires at least 4 people so that tents can easily be expanded.
- Typically done at 8PM the night before morning meets.
- Find Team Rep, Board Members or Life Guards to get access to storage closets.
- In case of bad weather, setup must be done starting at 6 AM before a morning meet.
- Setup for evening B meets starts at 4 PM.
  - More volunteers will be provided so setup is faster.

## Diagram of Pool Areas:



## Basketball Hoop

- Drain the base of the basketball hoop.
- Move it to the maintenance area.

## Coach Area Setup

- Put 6 normal height chairs in the Coach Area.

## Team Rep Area Setup

- Put 4 normal height chairs in the Team Rep Area.
- Put an umbrella, or a table with an umbrella, in the Team Rep Area.

## Spectator Seating Setup

- Place one row of low height chairs along the fence of the Spectator Seating Area.
- Place two rows of normal height chairs behind the low height chairs.

## Timer Area Setup:



- Remove all chairs and tables along the clubhouse wall and stack them in the maintenance area.
- Get the 3 tall blue tents out of storage and expand them along the clubhouse wall.
- Hang the timing boards on the pool side of the blue tents.
  - Lane 1 is the lane closest to the Team Rep Area.

## Data Area Setup



- Remove all chairs and tables along the clubhouse wall and stack them in the maintenance area.
- Get 2 of the 3 short blue tents out of storage and expand them along the clubhouse wall.
- Line up the 3 white picnic benches closest to the lifeguard desk under the tents to create one long table.

## Clerk of Course Setup



- Remove all chairs and tables from the side of the kiddie pool closest to the guard desk.
- Get 1 of the 3 short blue tents out of storage and expand it along the fence in the kiddie pool area closest to the guard desk.
- Set up the 6 foldable benches under the tent with Lane 1 closest to the guard desk.

## Secure Play Area



- Put up caution tape so that the play area is not usable.

## Team Areas Setup



- Get the red tent out of the storage area and expand it in the team area along the fence that faces the water slide.
- Make a line of flat lounge chairs, or use the plastic chain in the storage shed, to separate the team area length-wise.
  - The Ilda area is closer to the pool, where you set up the tent. The visiting team area is closer to the outer fence.
- Set up a few lounge chairs to be used by swimmers in each area, and then move all other lounge chairs to the edge of the fence.

## Far End of Pool Setup



- Place lane signs by the correct lanes - see setup diagram.
- Use caution tape to block both gaps in the perimeter rope fence.

## Pool Setup

- Get backstroke flag poles and flags out of storage.
- Seat poles into the pool deck.
- Hang backstroke flags.
- Note: Coaches will set up lane lines a half hour before warm ups start.

## Parking Lot

- Put 3 aluminum chairs with reserved parking signs on the middle line separating the 6 spots closest to the pool entrance.