

How to Host a Curling Competition

Special Olympics
Newfoundland & Labrador



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How to Host a Curling Comp

1 FACILITIES

- Minimum 4 Sheets of Ice
- Washrooms
- Wheelchair Accessibility
- Medical Area

2 VENUE REQUIREMENTS

- Scoreboards
- Equipment Storage
- Sound System (Microphone or Megaphone)
- Parking (team buses and volunteers)
- Medical area
- Spectator Area
- Muster Station

3 NECESSARY EQUIPMENT

- Recording Sheets
- Clipboards (1/sheet)
- Pencils (1/2/sheet)
- Seating for each team per ice sheet
- Stopwatch or alternate timer

4 ADDITIONAL EQUIPMENT

- Barriers/Barricades as needed around track/parking etc.
- Megaphone or sound system
- Results Board/Area (Large – preferably for coach access only)
- Medals/Ribbons
- Podiums (if available)
- Proper Signage
- Security barriers
- Garbage / Recycling

5 OFFICIALS

- **Sport Manager/Program Director** – Oversees all aspects of competition.
- **Chief Umpire (1)** – Head official, oversees all technical aspects of competition.
- **Umpire (1/sheet)** – officiates game, records score/timeouts, assists with measurements etc.
- **Timer** – assists umpires with keeping track of start/end times, time outs, breaks etc.

6 GENERAL

- **Floater (1-2)** – Assist where needed.
- **Statistician/Results (1)** – oversees all results, divisioning etc.

7 AWARDS

- 2-3 people to prepare awards, designate presenters.
- Marshallers (1-2) – to assist with marshalling athletes to and from award area.
- Announcer- to announce all awards.
- Podiums (when available)

8 MEDICAL

- 2-3 people with a background in emergency first aid and CPR
- Chair / cot where possible
- First aid kit and medical supplies
- Medical area
- Muster Station
- Signage as required.

9 MEALS

- Venue large enough to hold all team members / volunteers etc.
- Wheelchair Accessible
- Washrooms
- PA System (in case announcement need to be made)
- Close to sport venue when possible
- Ensure meals are suitable for all in attendance (note dietary/allergy needs)
- Healthy Meals when possible
- # of volunteers needed will depend on # of individuals responsible for during meals
- Volunteers to set up meals, provide meals and clean up from meals.

10 SOCIAL

- DJ or equivalent with appropriate clean lyric music provided.
- Space is large enough for all attendees.
- Washrooms
- Wheelchair Accessible
- Access to water (either fill station provided, or teams asked to bring their own)
- Note if appropriate indoor footwear is required.
- Supper followed by dance and medals (Good transition from supper to dance)
- Communicate to visiting clubs any equipment needed (i.e., indoor shoes for dance)

11 VENUE SIGN OFF FORM