

Host Team ToDo List

Lawrence Boys and Girls club

- ☐ Have teams set up nets and check height
- ☐ Have teams set up refs stand
(double check to make sure it is set up properly so no one falls)
- ☐ Have teams set up scorer's table and scoreboard control
- ☐ Have teams dry mop floor if there is a dry mop around (ask for it, or two of them)
- ☐ Have teams put towels on each net
- ☐ Have teams pick up any trash that may be there at the start of the day.
- ☐ Ask for more trash bags if barrels are full to start the day, empty barrels.
- ☐ There is recycling at this facility for plastic bottles (ask coaches to have team recycle what they can.
- ☐ Ask facilities person to pull out stands for the fans
- ☐ Teams should also stay to put equipment away and clean up

Lowell Boys and Girls club

- ☐ Have teams set up nets and check height
- ☐ There are no refs stand at this facility
- ☐ Have teams set up scorer's table and flip charts
- ☐ Have teams dry mop floor if there is a dry mop around (ask for it, or two of them)
- ☐ Have teams put towels on each net
- ☐ Have teams pick up any trash that may be there at the start of the day.
- ☐ Ask for more trash bags if barrels are full to start the day, empty barrels.
- ☐ Remind coaches that parents and teams must leave adequate room for player on each endline. You may have to remind parents throughout the day.
- ☐ Teams should also stay to put equipment away and clean up

Host Team ToDo List

Plaistow Community YMCA

- ☐ Have teams set up nets and check height
- ☐ Have teams set up refs stand
(double check to make sure it is set up properly so no one falls)
- ☐ Have teams set up scorer's table and flip charts
- ☐ Have teams dry mop floor if there is a dry mop around (ask for it, or two of them)
- ☐ Have teams put towels on each net
- ☐ Have teams pick up any trash that may be there at the start of the day.
- ☐ Ask for more trash bags if barrels are full to start the day, empty barrels.
- ☐ Remind coaches that parents and teams must leave adequate room for player on each endline. You may have to remind parents throughout the day.
- ☐ Teams should also stay to put equipment away and clean up

UML Campus Rec Center

- ☐ They should already have the nets setup
- ☐ Check the net height
- ☐ If there are ref stands have teams set up
(double check to make sure it is set up properly so no one falls)
- ☐ Have teams set up scorer's table and scoreboard control and flip charts
- ☐ Have teams set up the curtains in the morning
- ☐ Have teams dry mop floor if there is a dry mop around (ask for it, or two of them)
- ☐ Have teams put towels on each net
- ☐ Have teams pick up any trash that may be there at the start of the day.
- ☐ Ask for more trash bags if barrels are full to start the day, empty barrels.
- ☐ There is recycling at this facility for plastic bottles (ask coaches to have team recycle what they can.
- ☐ Ask facilities person to pull out available chairs or stand for the fans. Teams can help putting chairs out for fans and for the benches.
- ☐ Teams should also stay to put equipment away and clean up.

Windham High School

- ☐ Host teams will need to set up the nets
- ☐ Check the net height
- ☐ If there are ref stands have teams set up
(double check to make sure it is set up properly so no one falls)
- ☐ Have teams set up scorer's table and scoreboard control and flip charts
- ☐ Have teams set up the curtains in the morning
- ☐ Have teams dry mop floor if there is a dry mop around (ask for it, or two of them)
- ☐ Have teams put towels on each net
- ☐ Have teams pick up any trash that may be there at the start of the day.
- ☐ Ask for more trash bags if barrels are full to start the day, empty barrels.
- ☐ There is recycling at this facility for plastic bottles
(ask coaches to have team recycle what they can)
- ☐ Ask facilities person to pull out available chairs or stand for the fans.
Teams can help putting chairs out for fans and for the benches.
- ☐ Teams should also stay to put equipment away and clean up.