

3:30 pm: Set up begins for registration (tables and chairs outside deck, physical fitness testing inside)

3:45 pm: 3:45 volunteers report and are assigned duty areas. Signs are made for stations and check in tables

4 pm: Registration opens outside of the pool deck. One line for registrants that have already paid, one line for registrants that have not paid. Volunteers at tables help registrants verify all information is filled in, verify students are USA Water Polo Members, collect necessary paperwork and begin data entry

Registration packet: Release of Liability, Registrant Information, Statement
Acknowledgement, Physical Fitness Testing Form

4pm: Front "Master Table" opens. Master Table assures all athletes have signed and completed all paperwork and verifies USA Water Polo membership before registrant is allowed on pool deck.

4:15 pm: Registrants may begin to come on deck with ONLY their "physical fitness test form" to begin fitness testing for pushups, body mass index (height and weight collected here. calculators needed, preferred that volunteers cell phones for calculations), and curl-ups (stations staffed by 3:45 volunteers)

4:15 pm: "Completed fitness paperwork" table inside the pool opens. Once all registrants complete pushups, curlups, and BMI calculations this table makes sure all testing fields are correct and filled in. Once all testing (except for swim times) is complete, registrants may wait in the stands or leave and return by 5 pm.

4:45 pm: 4:45 pm volunteers arrive.

5 pm: 4:45 pm Volunteers will report to the pool to help with timing of swim athletes (watches needed – volunteers preferred use own cell phones to time).

14u on up with previous swim/water polo experience: 100 yards timed swim

12u and new 14u: 25 yard timed swim

Once this is completed, "runner" volunteers will take all completed physical fitness paperwork to the front "master table". Players will then be turned over to the coaches in the main pool.

Volunteer shifts: 3:45 pm to 5:15 pm - 12 volunteers

4:45 pm to 6:15 pm – 8 volunteers