

Set up for Home meets

- Block off parking area near playground for 11-12s
- Use door stoppers to keep both clubhouse entrance doors and door to swim team closet open
- Set up volunteer check in table near lifeguard desk with 2 folding chairs; deliver volunteers box, meet box and a bottle of sanitizer from supply closet
- Place signs and cones on property (no parking signs on both sides of Cary Glen, signs/cones at crosswalks)
- Set up tents in parking lot (2) for 11-12s and on pool deck near pergolas (2) for 13+
- Deliver heat sheet board to 13+ area under pergolas
- *Tuesday meets only* Ask concessions team on porch (Alisa Wilson, manager) if they need setup help
- Ask tech team on pool deck (Sunil Bhatnagar and Carolina Carrasco, managers) if they need setup help
- Confirm that lane lines are ready in pool; ask lifeguards for assistance as needed
- Put out runner mats inside clubhouse at each door
- Check restrooms in clubhouse and by pool; report any problems to lifeguards

- Ask the announcer (on the porch) if he/she needs help moving tables and chairs. Place cones to stop traffic from crossing where the P/A cables run. Direct announcer to tech team if he/she needs help w/ P/A equipment
- Remove tables/chairs from end of pool near blocks
- Set up pool chairs for clerk of course – 3 rows (from nearby tables) at the end behind blocks
- Put out a table at the end of the pool for mask pickup. Put a box of gloves and a bottle of sanitizer on the table
- Put rope up around pool
- Put coaches chairs up in the coaches area
- Put out rope for 6&Us at 15 yard mark on side of pool
- Relocate garbage cans around deck
- Put out a box of extra masks and ziplock bags at patio entrance where swimmers line up
- Hang Banner (in front) and American Flag (on porch near announcer)
- Be sure that there is a cooler with ice and bottles of water available for water distribution to volunteers

Tuesday meets: ask concessions for help

Saturday meets: enter the kitchen and assemble a cooler