

Pool Set Up Checklist

To be completed prior to start of home meet

Pool area - Must be set up prior to concessions	
Risers for Colorado & Computer table	
1 Long table & 2 short tables on risers / tables from hallway storage or gym lobby	
Computer - Colorado - 2 Printers - Sound system - DQ area on tables	
5-6 chairs on risers	
Steps to risers	
Officials stand in water at lane 8 / Stand in storage room behind dive board	
Lifeguard chair removed by starter	
Starter stand at corner of lane 1	
Touch pad cord fastened to starter blocks	
Chairs for timers - officials	
Staging area / 3 sets of 8 chairs behind dive board	
Lanes 1& 8 lane lines added	
Sound system on risers - Speakers and speaker wires set up	
Extension cords for computer table	
Starter charging (in rolling rubbermaid)/ Officials radios charging (upsatirs storage)	
Touch pads moved to pool area	
Timer sheets - Positive check in sheets - Printed	
Timer clipboards - stopwatches	
Chains / stands along lane 1-8	
Extra chairs for around deck if needed	
Lobby / Gym / Concessions	
Admissions / Volunteer Awards tables (3) Tables in hallway storage / 5 chairs	
All equipment from upstairs storage area taken to concession area	
Concessions set up: White tables from school lobby -Nesco's - Slushie - Coolers...	
Roll out tables for dining. Tables in hallway storage	

