
HOST SITE DUTIES AND RESPONSIBILITIES POLICY

Category: League Management

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PURPOSE

Provides tribes/**tribal organizations** that are hosting athletic league games an overview of responsibilities and expectations.

POLICY

Participating tribes and tribal organizations that have access to suitable athletic facilities are invited and encouraged to volunteer as hosts of league games and special events. Not only does hosting games give the teams the satisfaction and pride of being the home team, but it allows teams from other tribes and tribal organizations to come together at a place that they might not have otherwise visited. All tribes and tribal organizations that do elect to serve as a host site must adhere to the duties and responsibilities in this policy.

Requirements Hosting Guidelines

- Access to restroom facilities on site.
- Ensure that public areas, including restrooms, are clean and sanitary and well-stocked with paper products before and during the event. It is suggested to assign a staff member or volunteer to regularly check facilities during the event and to clean them as needed.
- Provide trash containers and extra trash bags.
- Identify a host site point of contact who has access to equipment and supplies, keys to site facilities and lighting controls, and knowledge of emergency/evacuation procedures. Inform Inter Tribal Sports (ITS) staff of who this individual is in advance and how they can contact them.
- Ensure that playing field/court is in safe condition for play. This includes removing or repairing any object or equipment that might be hazardous to players, coaches, and spectators. Such items include but are not limited to bleachers, buildings, fencing, goals, basketball standards, and areas immediately surrounding the playing area. Playing surfaces should be free of loose and fixed objects that may be hazardous, such as rocks, irrigation equipment, hoses, etc.
- Prepare playing surfaces according to league rules. See sport-specific expectations below.
- Notify tribal security and emergency personnel, if available, of the time and location of ITS activities that are scheduled. If possible, have emergency personnel stationed at the athletic facilities or on-call during games events.
- Ensure that staff or volunteers are available for cleaning up, putting away equipment, and setting up facilities to the desired state at the conclusion of the day's events. ITS staff may be available to assist with some of these duties, but should not be relied upon to do so.

Recommended for Host Sites

The following are recommended, but not required in hosting games.

- Have a snack bar or concession stand open. Inform visiting teams in advance as to whether or not food will be for sale (or provided at no charge). Consider donating proceeds from snack bar or other fundraising activities to ITS.
- Provide water in jugs or bottled water if available.

Sport Specific Guidelines

The following guidelines are specific to each individual sport and are required to host games during that season.

Basketball

- Provide player benches or a series of ten (10) chairs for each team along the sidelines.
- Provide a table and two (2) chairs for the scorekeeper and scoreboard operator at mid-court between the team benches.
- Notify ITS staff whether electronic scoreboards are available so that arrangements can be made to bring portable units if necessary.
- Provide 8-foot hoop attachments for D-League games if main baskets are not adjustable. Notify ITS prior to games if attachments are needed.

Cross Country

- Provide a course that has no ground obstructions, no overhead objects lower than eight feet and is clearly marked as indicated in league rules.
- Provide a table at the end of the course to be used as a water station.

Flag Football

- Line fields with appropriate dimensions as indicated in league rules. NOTE: Painting lines is advised as the lines will be more visible and last longer than chalk.
- Provide a table at midfield for game clock, preferably within 100 ft. of a power source, if possible.

Softball

- Provide a scorer's table and chair located behind backstop for official scorekeeper.
- Provide shade over dugouts or inform visiting teams that dugout are not shaded if that is the case.
- Chalk field according to league rules, including:
 - Foul lines
 - Batter's box
 - Pitcher's circle
 - Pitcher's Box
- Mow grass playing surfaces to a reasonable length. Prepare dirt playing surfaces by dragging, raking, and wetting and remove hazards, such as rocks. Water, rake, and pack batter's box area.
- Ensure bases and pitching rubber are at appropriate distances according to league rules. Have throw-down bases available if permanent bases are not available at appropriate distances.

Soft Lacrosse

- Line field with appropriate dimensions as indicated in league rules. NOTE: Painting lines is advised as the lines will be more visible and last longer than chalk.
- Provide a table at midfield for game clock, preferably within 100 ft. of a power source, if possible.

Soccer

- Line field with appropriate dimensions as indicated in league rules. NOTE: Painting lines is advised as the lines will be more visible and last longer than chalk.
- Provide a table at midfield for game clock, preferably within 100 ft. of a power source, if possible.

Volleyball

- If player benches are not available, provide and set up at least 10 chairs for each team on sidelines.
- Provide a table and two (2) chairs for the scorekeeper and scoreboard operator at mid-court between the team benches.
- Notify ITS staff whether scoreboards are available so that arrangements can be made to bring portable units if necessary.
- Provide poles and net adjustable to required dimensions as specified in the rules.

RELATED INFORMATION

Inter Tribal Sports Documents:

[League Rules](#) (see sport specific)

Inter Tribal Sports Related Policies:

[600.2 Weather Policy](#); [600.3 Game Day Check-in Policy](#)

Related Links:

www.intertribalsports.org → [Team Central](#) → [Coach Corner](#) → [ITS Rules and Policies](#)