



2017 Match hosting instructions

We wanted to provide the schools help and guidelines for the responsibilities of hosting a match.

Below are the referenced best practices and forms needed.

When you are scheduled to host by the CBHSVA Scheduler you will have more responsibilities as the host school than if you were the visiting school.

Best Practice Guidelines:

1. Identify and contact the other schools you are playing via email to verify times and school address. Give them your best contact info (Cell) in case a school needs to contact the host for any logistical reason. <http://cbhsva.net/contactspage>
2. Identify and Contact the refs assigned to work your matches via email and give the same contact info and confirmation of school address and times. <http://cbhsva.net/contactspage>
3. Print off forms required: <http://cbhsva.net/forms>
 - a. Match Summary sheet (1)
 - b. CBHSVA Scoring form (9 minimum)
 - c. Libero Tracking Sheet (3 minimum)
 - d. Roster Line up Sheet (3 for each Team) most teams should have thee own but it is good to have extra
 - e. Extra Pencils and Pens for Score Keepers
4. Scoreboards for each court used
5. **Train your team on Score Keeping & Line Judging. There are online tutorials if needed; Refs are not responsible for training.** <https://www.youtube.com/watch?v=Ad0x2pjSre8>
6. Make sure Refs have signed the Match Summary sheet
7. ALL State Voting- We are trying to recognize the best players in Colorado. Our goal is for coaches to nominate the 2 best players opposing players not on your own team. This is a chance to look outside your own team and vote for some other great players. It is not required to nominate one from each opponent you may nominate 2 players from the same team as long as it is not a player from your team.
8. Submit Scores online within 24hrs at www.CBHSVA.net
9. Keep paper copy for records in case of dispute.
10. Have Fun!!