

## TEAM LODGING GUIDELINES

- Schools are instructed to call the motel after they qualify. The SDHSAA has reserved rooms in a motel for each school. The number of singles/doubles depends on state event. These are for the team, coaches and administration. If additional rooms are available, the motel may give a school more than their allotted rooms.
- Upon receipt of the team confirmation relative to room reservations, qualifying schools will fax a form to the hotel/motel management verifying their departure date.
- All rooms will be paid for directly by the school.
- All team rooms must be non-smoking rooms.
- Team rooms must not have an outside entrance.
- Motels are requested to not place adult fans in the middle of the block of rooms used to house the teams.
- Motels are to place teams in one area or one wing of the motel/hotel inasmuch as possible and **to keep each team together as much as possible**. It is much easier for chaperones to keep track of their athletes if they are all in one place.
- Management of properties should provide adequate security to prevent people who are not registered guests from entering the area or wing where athletes are housed. The SDHSAA suggests that motels hire extra security (especially for Saturday night).
- Motel management, coaches and chaperones should make every effort to prevent alcohol parties by students.
- Coaches should provide a rooming list to hotel/motel management. Schools should provide motel management with the name of the coach or coaches who are in charge of supervision.
- Motel management should provide each coach with a handout concerning motel/hotel rules relative to decorating policies, pool hours, restaurant hours, proper etiquette in regard to free continental breakfasts that might be provided, etc.
- Qualifying teams that decide to not stay at the tournament hotel/motel, for reasons other than approved by the SDHSAA, will not be reimbursed for hotel/motel expenses for that tournament