



CLUB INFORMATION PACKET

TABLE OF CONTENTS

TRAVEL INFORMATION	3
COMPETITION VENUES.....	3
HOTEL INFORMATION	3
ADMINISTRATIVE INFORMATION	4
TEAM ROSTERS	4
TEAM CHECK-IN	4
SPOOKY NOOK SPORTS.....	4
GREATER RICHMOND CONVENTION CENTER (GRCC).....	5
TOURNAMENT INFORMATION	6
STRUCTURE.....	6
RULES & REGULATIONS.....	6
SCHEDULE & POOLS.....	7
SCORECARDS.....	7
RESULTS & STANDINGS.....	7
COVID-19 TOURNAMENT PROCEDURES	7
ADDITIONAL INFORMATION	8
GENERAL FACILITY RULES & REGULATIONS	8
VENDOR VILLAGE	8
TOUCHLINE VIDEO	9
TEAM CAMPING.....	9
CONCESSIONS	9
MEDICAL & TRAINER INFORMATION	9
INCLEMENT WEATHER POLICY	10
KEY CONTACTS	10
VENUE MAPS	11



TRAVEL INFORMATION

COMPETITION VENUES

Spooky Nook Sports Complex: 2913 Spooky Nook Road, 75 Champ Blvd., Manheim, PA 17545

- U-14 Girls – February 12-15, 2021
- U-16 Girls – February 19-21, 2021
- U-10/U-12 Co-Ed – February 26-28, 2021

Greater Richmond Convention Center: 403 N 3rd Street, Richmond, VA 23219

- U-19 Girls & Adult – February 26-28, 2021

HOTEL INFORMATION

All National Indoor Tournament weekends are Stay to Play events.

For the Pennsylvania/Spooky Nook Sports location, USA Field Hockey has contracted Nook Housing/Apex Events to negotiate with area hotels for room blocks and rates. Contact Nicole Manos, Apex Events Event Housing Manager, at nicole.manos@apex-events.com to book your accommodation(s).

For the Virginia/Greater Richmond Convention Center location, USA Field Hockey has contracted Team Travel Source (TTS) to negotiate with area hotels for room blocks and rates. TTS will assist your team in meeting the housing requirements for the U-19 Boys, U-19 Girls and Adult event.

Any questions on hotels, please contact Team Travel Source at info@teamtravelsource.com or by phone at (502) 354-9103.

Housing links for both can be found on the National Indoor Tournament individual event pages by [clicking here](#).

ADMINISTRATIVE INFORMATION

TEAM ROSTERS

All rosters must be submitted through Webpoint by **Monday, February 1, 2021**, with updates allowed through Monday, February 8, 2021. **NO roster updates will be taken on site.** If roster changes need to be made after the deadline of February 8, club administrators will need to email Ryan Hickey, USA Field Hockey's Senior Events and Club Services Coordinator, at rhickey@usafieldhockey.com and he will open the link for you to update online. This process must be in place to allow time for the COVID-19 symptom monitoring system to be implemented and expedite the team check-in process.

Roster Sizes:

12 maximum players + 2 coaches – only two coaches will be allowed in the team bench area at any time

All player and coaches must be USA Field Hockey Members to compete. Please be sure athlete and coaches have updated their memberships prior to the roster deadline. This includes the SafeSport training and background screening (for coaches only).

Coach administrators will be required to fill out a roster template with all information needed to register the athlete and coaches into the InureFree system.

All rosters will be submitted to Coach Packet. Please encourage athletes to ensure all information in their USA Field Hockey Membership Account is accurate.

Video and of each game will be provided free of charge to college coaches.

TEAM CHECK-IN

Team check in will be required before the first game of the tournament. Teams and spectators are requested to arrive no earlier than 1-hour before the start of their first game on all three/four days of the tournament.

The following plan will be followed for team arrival to the venue:

SPOOKY NOOK SPORTS

Spooky Nook Sports is requiring an onsite temperature check upon entering the building, in addition to the USA Field Hockey required online symptom monitoring system. Please allow adequate time for parking and entry into the building.

ADMINISTRATIVE INFORMATION

Day 1 of Tournament:

- Teams and spectators are requested to arrive at the venue no earlier than 1-hour before the first game. Please allow enough additional time for parking, temperature check and security bag check.
- Once through turnstiles, bag and temperature check, athletes and spectators will follow signs to their respective staging areas, club administrators/coaches will report to USA Field Hockey check-in table located in the main hallway to the Field House.
- All out of state clubs, club administrator/coaches will need to present a negative COVID-19 test Attestation Form certifying all athletes and spectators in attendance had a negative test within 72 hours of entering Pennsylvania.
- Club administrator/coaches will verify roster and receive wristbands for athletes and spectators. No roster changes will be taken at check-in. All roster changes will need to be reported by email to Ryan Hickey, USA Field Hockey's Senior Events and Club Services Coordinator, at rhickey@usafieldhockey.com prior to arrival.
- Spectators will be required to show a wristband to access the mezzanine viewing areas. Only 25 spectators per court will be allowed.

Day 2 & 3 of Tournament:

- Teams and spectators should not arrive any earlier than 1-hour before the start of their first game.
- Proceed through onsite temperature check at entrance. USA Field Hockey's daily symptom monitoring will also be required each day and all athletes, coaches and spectators will need to be cleared through this system to participate.
- Once through temperature check, teams will proceed to the on-deck area by the courts and spectators will proceed to the staging area for court viewing on the upper mezzanine. All areas will be clearly marked.

NOTE: Schedules will be made for teams to play back-to-back games allowing for limited time in the facility and less movement between games. Once both games are finished all courts and mezzanine viewing areas will be cleared before the next set of teams and spectators will be allowed to enter.

GREATER RICHMOND CONVENTION CENTER

GRCC is not requiring an onsite temperature check. USA Field Hockey's daily symptom monitoring which requires a temperature check will be required each day of the tournament. GRCC has strict building capacity limits and a limit of 25 per court. The entire venue hall will need to be cleared prior to letting the next set of participants enter. Teams and spectators will need to follow all cues set by the GRCC staff.

Day 1 of Tournament:

- Teams are allowed to enter the building no earlier than 1-hour before the start of the first game. Athletes and coaches will be held in the hallway outside the playing area until the previous groups of teams have vacated the courts.
- Team check-in will be in the main hall at the USA Field Hockey booth.
- Club administrator will verify roster and receive wristbands for athletes and spectators. No roster changes



ADMINISTRATIVE INFORMATION

will be taken at check-in. All rosters changes will need to be reported by email to Ryan Hickey, USA Field Hockey's Senior Events and Club Services Coordinator, at rhickey@usafieldhockey.com prior to arrival.

- Due to the building capacity limits, spectators will only be allowed to enter the building 5 minutes before the start of their games. All athletes and coaches will need to be cleared of the queuing area in the hallway and admitted into the playing area before spectators will be permitted to enter the building. Only 25 spectators will be allowed around each court and must show their wristband to enter. If you have questions about the wristband policy, please speak to your coach.
- GRCC staff will guide the flow of athletes, coaches and spectators into the building and playing areas.

Day 2 & 3 of Tournament:

- Teams are allowed to enter the building no earlier than 1-hour before the start of the first game. Athletes and coaches will be held in the hallway outside the playing area until the previous groups of teams have vacated the courts.
- Due to the building capacity limits, spectators will only be allowed to enter the building 5 minutes before the start of their games. All athletes and coaches will need to be cleared of the queuing area in the hallway and admitted into the playing area before spectators will be permitted to enter the building. Only 25 spectators will be allowed around each court and must show their wristband to enter. If you have questions about the wristband policy, please speak to your coach.
- GRCC staff will guide the flow of athletes, coaches and spectators into the building and playing areas.

NOTE: Schedules will be made for teams to play back-to-back games allowing for limited time in the facility and less movement between games. Courts and spectator viewing areas will be cleared, to allow for the changeover of teams and spectators, every second game.

TOURNAMENT INFORMATION

STRUCTURE

Guarantee: Five (5) – 34-minute games (2 x 17 min halves) – 1 minute halftime

- At Spooky Nook Sports – 10 minutes will be allotted between games 1 and 2 of a pool grouping. After both games are complete, 20 minutes will be allotted for all teams and spectators to clear the courts and mezzanine viewing areas prior to the next set of teams occupying the courts and spectator view areas.
- At Greater Richmond Convention Center – 5 minutes will be allotted between games 1 & 2 of a pool grouping. After both games are complete, 15 minutes will be allotted for all teams and spectators to clear the courts and spectator viewing areas prior to the next set of teams occupying the courts and spectator viewing areas.

RULES & REGULATIONS

The National Indoor Tournament will follow USA Field Hockey's Indoor Regulations. Any updates due to COVID-19 will be stated in the **COVID-19 Action Plan** and in this document.

ADMINISTRATIVE INFORMATION

All athletes, coaches, umpires and spectators agree to USA Field Hockey's Code of Conduct when attending the event.

SCHEDULE & POOLS

The tournament pools and schedule will be released on USA Field Hockey's event website at least 2 weeks prior to the start of each event.

SCORECARDS

A no touch scoring system will be in place for this event due to COVID-19. The umpire will maintain the accuracy of the scorecard. At the conclusion of every game, the umpire will verify the score with each coach and indicate confirmation with a check mark by each team's name. This will be the official result for that match. (This supersedes the scoring process in USA Field Hockey's Indoor Regulations for this event).

Prior to leaving the court, each coach should confirm the registered score is correct with the winning team being circled on the card.

Immediately following the game, the umpire will submit the scorecard to the appropriate USA Field Hockey staff member who will post the result into Tourney Machine.

RESULTS & STANDINGS

The schedule, team rosters and results will be posted on Tourney Machine. All players, coaches and parents should install this application for up-to-date scores, standings and schedules. Due to current guidelines, USA Field Hockey will not have results posted onsite as to reduce the congregating of people.

Once the app is downloaded and opened – Go to Events – Search for an Event – Filter for the state the tournament is being played in – This Week – Choose USA Field Hockey National Indoor Tournament for the age group you are attending.

COVID-19 TOURNAMENT PROCEDURES

USA Field Hockey is dedicated to ensuring the safety, health and well-being of all participants at the National Indoor Tournament and National Indoor Festival. Please review [USA Field Hockey's COVID-19 Action Plan](#) as all protocols in that document will be followed along with state and local required guidelines and recommendations.

USA Field Hockey will be using InjureFree COVID-19 symptom monitoring for these events. All athletes, coaches, spectators and staff will need to self-report daily on the InjureFree app. Athletes, coaches, spectators and staff who do not report will not be eligible to participate or attend on that day until symptom tracking is complete. Instructions on how to log in and report your daily symptom check will be sent to all registered athletes and



COVID-19 TOURNAMENT PROCEDURES

coaches prior to the event. The Spooky Nook Sports venue is also requiring an onsite temperature check.

USA Field Hockey will comply with the Commonwealth of Pennsylvania's mandate to require all out of state teams to present a negative COVID-19 test within 72 hours of arriving in the state. Each club arriving from out of the state of Pennsylvania will need to certify by way of the Attestation Form that all coaches, athletes and spectators attending have had a negative test.

USA Field Hockey will allow a maximum of one (1) spectator per participating athlete onsite to watch games. A wristband will be issued for spectators to the club administrators in the team check-in process. All spectators will be required to wear masks and practice social distancing at all times per the Center for Disease Control and Prevention (CDC) Guidelines. It is not recommended for spectators in high-risk categories to attend the event.

Teams may arrive no earlier than 1-hour prior to the start of their game and will meet in the designated staging area. Teams will be required to pick up all belongings, including trash, and leave playing area immediately at the end of the game. Please follow all posted entrance and exit procedures where specified. Teams will leave the venue no more than 45 minutes after the end of their last game.

Athletes and coaches will be required to wear facemasks at all times. **Athletes are required, per state guidelines to wear a mask while actively playing unless a doctor's note confirming a medical condition is presented at the time of team check-in.**

Water stations will not be provided at the venue, athletes, coaches and spectators will need to provide their own drinking water.

There shall be no sharing of equipment. Each athlete should have his/her own penalty corner facemask or be designated one to use for the entirety of the game.

There will be no handshakes post game with the other team. Please express good sportsmanship verbally to the other team at the conclusion of each game.

ADDITIONAL INFORMATION

GENERAL FACILITY RULES & REGULATIONS

Please refer to the general rules and regulations of each facility available at the end of this document.

VENDOR VILLAGE

USA Field Hockey's Vendor Village will be open throughout the tournament and will be located upper mezzanine of the Spooky Nook Sports Fieldhouse near the USA Field Hockey information booth. Athletes and parents are

ADDITIONAL INFORMATION

welcome to shop at their convenience but will need to follow social distancing protocols. Vending hours will be posted and all in attendance are encouraged to support the vendors by shopping. Please remember that teams are not permitted to reproduce and wear the National Indoor Tournament/USA Field Hockey or likeness. YOLO Sportswear is the exclusive licensee of the 2021 National Indoor Tournament and will be selling official NIT apparel in advance and during the event. Contact Chris at yolosportswear.com to pre-order team and event apparel.

TOUCHLINE VIDEO

Touchline Video is USA Field Hockey's official tournament videographer. They will be filming all games at the U-14, U-16 and U-19 age divisions. Video will be available for free to college coach's courtesy of USA Field Hockey. Athletes, parents and fans can purchase game video and highlights. [Click here](#) for more information or visit the Touchline vendor booth at the tournament.

TEAM CAMPING

Team camping will NOT be permitted at any of the venues due to COVID-19 Guidelines. Schedules will be set to allow for the limited waiting times between games.

CONCESSIONS

- Spooky Nook Sports will be offering concessions onsite during the event.
- Greater Richmond Convention Center will be offering concessions onsite during the event.

MEDICAL & TRAINER INFORMATION

There will be medical stations staffed with trainers 30 minutes prior to the start of each day and available 15 minutes after the conclusion of the last game of the day.

The location of the medical stations can be found on each venue map.

Athletic trainers are available to assist with injuries that occur during the tournament.

INCLEMENT WEATHER POLICY

In the event of adverse weather, the tournament director reserves the right to cancel, shorten or reschedule tournament games. No refunds will be granted if these actions are necessary.

Every attempt will be made to update cancellations on the website and social media. However, weather conditions can change rapidly, and all teams should be prepared to play as soon as weather conditions allow. Updates will be announced on USA Field Hockey's Twitter page.

KEY CONTACTS

Role/Title	Contact	Email	Phone
Executive Director	Simon Hoskins	shoskins@usafielddhockey.com	
COVID-19 Reporting	Lisa McCoy	lmccoy@usafielddhockey.com	(717) 618-8202
Event Management	Madeline Hoepfner	mhoepfner@usafielddhockey.com	(413) 522-6971
Event Sanctioning	Ryan Hickey	rhipkey@usafielddhockey.com	(415) 317-6059
Director of Umpiring	Steve Horgan	shorgan@usafielddhockey.com	(302) 668-7409



SPOOKY NOOK SPORTS VENUE MAP



C11

SECOND LEVEL: MEZZANINE SPECTATOR FLOW

VENDOR VILLAGE

USA FIELD HOCKEY BOOTH

COURTS 1-4 SPECTATOR STAGING AREA

COURTS 5-9 STAGING AREA

BATTING CAGE

PRO SHOP

TEAMS PLAYING ON COURTS 1-4: FOLLOW THE ORANGE ARROWS TO THE DESIGNATED STAGING AREA

TEAMS PLAYING ON COURTS 5-9: FOLLOW THE PINK ARROWS TO THE DESIGNATED STAGING AREA

SPECTATORS FOR COURTS 1-4: FOLLOW THE GREEN ARROWS TO THE STAIRS & UP TO THE DESIGNATED STAGING AREA

SPECTATORS FOR COURTS 5-9: FOLLOW THE PURPLE ARROWS TO THE STAIRS & UP TO THE DESIGNATED STAGING AREA

TEAMS /SPECTATORS ENTERING THROUGH C11: FOLLOW THE BLUE ARROWS

*MASKS MUST BE WORN AT ALL TIMES BY ATHLETES, COACHES, UMPIRES, STAFF & SPECTATORS

MAIN ENTRANCE

The Warehouse Hotel

ELEVATORS

RESTROOMS



GREATER RICHMOND CONVENTION CENTER

