

Introduction

The Event Meeting allows the Emcee and/or Event Partner to share important information about the event and the venue. Everyone, including teams, coaches, referees, judges, and parents should attend the Event Meeting.

General Event Information

- Welcome and Introduction of key volunteers, including the Event Partner, Hangar Manager, and Head Referee.
- Share location of restrooms, concessions, and venue-specific rules and safety information.
- Event emergency and evacuation plan.
- Adult Team Leaders are responsible for student safety and conduct at all times.
- Keep the areas clean and organized for safety and easy repacking after the event.
- Teams are responsible for their equipment and materials.
- Explain how the Hangar works, including signing in/out drones and inspection.
- **Engineering Notebooks** – Submit labeled Engineering Notebooks to the check-in table before Match play.
- **Agenda for the Day** – Start/stop times, breaks, special activities and their locations
- Judges will recognize Student-centered work – Judges will consider compliance with the REC Foundation Student-Centered policy for judged awards.

Share Feedback – Have Fun!

Direct questions, concerns, or positive feedback to the Event Partner.

Enjoy your RADC experience! Thank you for your support!

