

Kamehameha Schools Kapālama Athletics

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To: ILH, OIA, BIIF, MIL, KIF Athletic Directors
(Please insure that your coaches receive this information and review it with their student-athletes)

From: Courtney Look, Athletic Director
Kamehameha Schools Kapālama

Re: Guidelines for track and field participants and fans at Kūnuiākea Stadium

MAHALO NUI in advance for your assistance in having your coaches, athletes, and fans abide by our guidelines while at Kūnuiākea Stadium at The Kamehameha Schools. We need your help during the HHSAA Track Championships on May 15th and 16th especially in the area of crowd control (to include student-athletes, coaches, and fans). Below are areas where we ask for your cooperation in abiding by the guidelines set forth and assistance in monitoring these areas relative to student-athletes and fans.

ACCESS TO CAMPUS no one will be allowed to access the Kamehameha Schools campus prior to 9:00 AM on May 15th. To gain access to campus before 3:00 PM on Friday, May 15th **each individual MUST** complete the google document to request campus access. If you do not complete the document, you **WILL NOT BE GRANTED ACCESS TO CAMPUS**. This includes all coaches, student athletes not on buses, Spectators, School administrators, and Media. Coaches and athletes arriving on team buses do not need to complete. (See attached QR code to request campus access. If arriving after 3:00 PM you do not need to complete the document Security personnel will be assisting with traffic control so we ask that you heed any directions, they may give you. If you choose to park your car illegally, please be informed that you run the risk of having your vehicle towed away.

Media, Please make sure that your media credentials are displayed at all times.

We are asking that people coming for the track meet do not walk through Elementary & Middle schools campus during school hours. Please use the shuttle bus that is being provided.

CAMPUS PARKING Parking on Campus on Friday, May 15th prior to 3:00 PM will be limited. **We are asking schools not to allow student-athletes to drive individual vehicles to campus.** Parking structure on campus will be near full capacity because school is in session. Parking for school administrators & HHSAA personal, track officials will be located on Maluna Field (See map attached.) **(Yellow highlighted area)** Parking for all other will be at the field behind the middle school. **(Pink highlighted area)** Please follow the signs and security & staff directions.

We will be providing shuttle from parking at field to the stadium.

The Makai / Diamond Head field-level gate will be the entrance for all teams at the HHSAA Track Championships (team members' names will need to appear on official rosters given to us by the HHSAA for admission to the facility). To speed up the process, please have your student-athletes in uniform. Walkways and the grassy area behind that gate are not available for any individuals and/or teams.

Infield – We are going to be monitoring the infield to ensure that student-athletes who are NOT preparing for an upcoming event remain at their team area or up in the stands. However, we need coaches to assist us with this.

The ***primary location for trainers*** during the HHSAA meet will be under a tent on the infield. A secondary location will be at the training room located at the makai/Diamond Head end of the venue. Additional trainers will be stationed near various event locations.

Additional Warm Up Area – Mawaena field (next to the top of the stadium stairs will be available for warm ups for running events.

Diamond Head Wall – At no time should student-athletes and/or coaches situate themselves trackside along the Diamond Head walls; including the area near the finish line and across from the long & triple jump pit. If jumpers cross the track to speak **briefly** with their coaches, they should make every effort not to disrupt or distract the next jumper. They should return to the far end of the jumping area. ***Coaches should remain in the stands.***

Shot Put and Discus – The only people that should be around the shot put and discus areas are student-athletes who are participating in those events. Coaches and student athletes whose flights are not active should situate themselves ***WELL OFF*** the track, on the turf area outside of the track.

Pole Vault – Throughout the duration of the pole vault competition, we will place benches next to the pole vault pit ***FOR COACHES ONLY***. This area ***IS NOT FOR FANS!*** ***At no time can fans be located by the scoreboard.***

Media and Professional Entrepreneurial Photographers will have designated areas throughout the venue where they may take pictures. Fans are not allowed on the track or infield to take pictures.

Tents and team areas

Tents and/or tarps are **not allowed** anywhere on the promenade or in the stands and tarps are NOT to be fastened to the fence. Designated areas will be available on the outside of the track for teams to set up 10'x10' pop up tents on a first come first serve basis. A maximum of two tents per team will be allowed (1 for girls and 1 for boys). If a team does not **need** two tents, we ask that only one be set up. You may put these tents at your own risk and we will not be responsible for any damage. Gates will be open one hour prior to the start of field events for the HHSAA meet. Coaches may set up their tents once the gates open. ***We ask that every effort is made so there is no disruption of warm ups for field event athletes.*** Team tents are not for fans.

All Tents must be secured by weights or buckets filled with water. Area is turf, no spikes can be used. ***Do not secure tents to fencing.***

All foot traffic should be on the outside of the track and not through the infield. ***Coaches, please inform your athletes that they are NOT to access the track anywhere near the discus or long & triple jump areas.*** Once again, we are requesting coaches' assistance to maintain control of their athletes and mandate that they stay at their respective team areas.

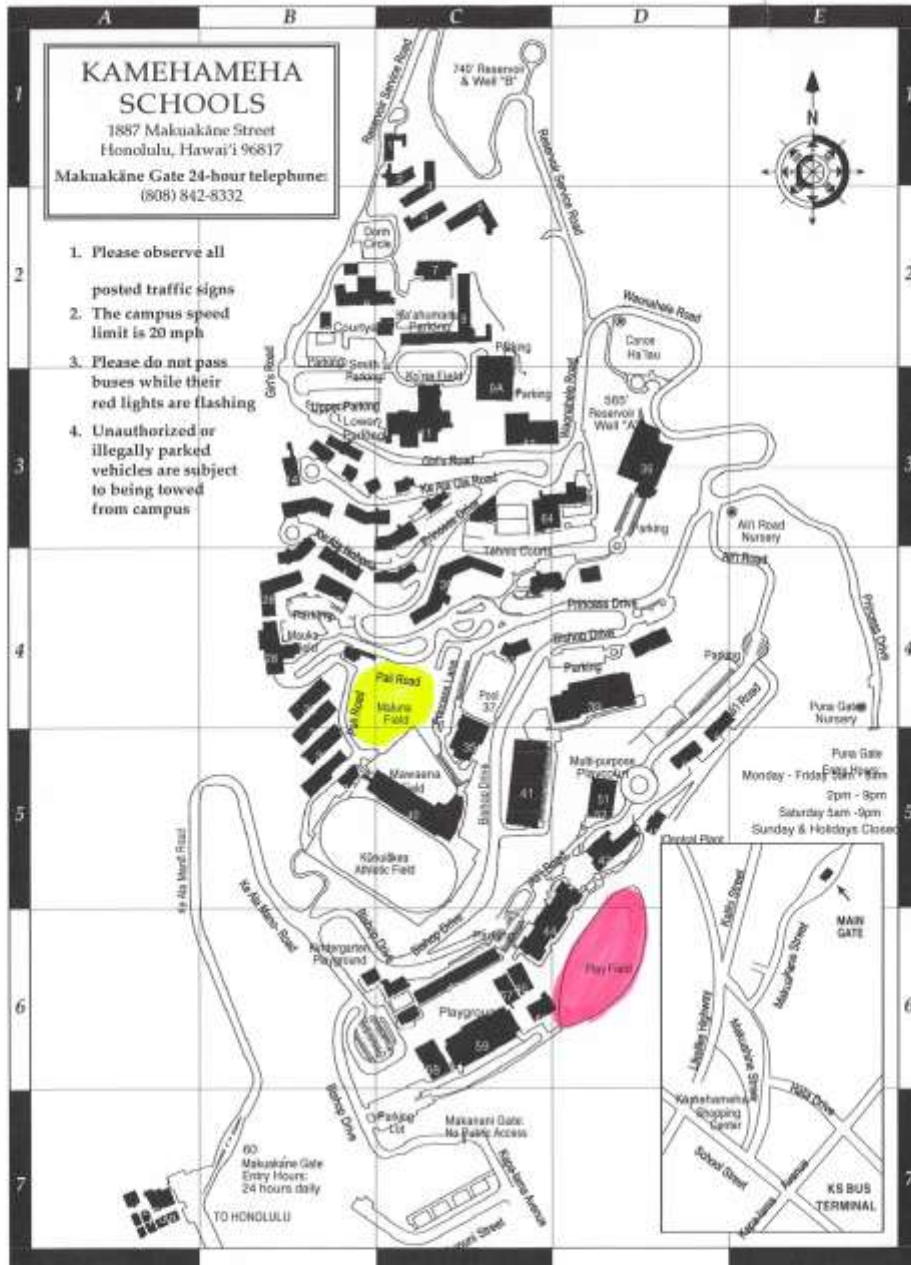
Restrooms at track level – The MAUKA restroom will be designated for men / The MAKAI restroom will be designated for women

YOUR KÖKUA IS APPRECIATED!

If arriving to KSK campus before 3:00 PM, you must complete the google doc. If you do not complete you will not be granted access to the campus.



QR code to request campus access for the HHSAA Track meet on Friday, May 15th if arriving to campus before 3:00 PM



Spectator parking

HHSAA officials & Admin Parking