

California Creativity Association Tournament Official Policy

Version 1.1

February 11, 2020

Purpose of the policy

California Creativity Association, DBA California Destination Imagination (CalDI), administers the Destination Imagination (DI) Program in California that culminates in an Affiliate Tournament each year. A key element to a successful and fair Tournament is the participation of Tournament Officials, volunteers who provide help in running Regional and Affiliate Tournaments each year. Without the assistance of these volunteers, CalDI would not be able to provide a quality experience to the participating teams.

Policy statement

CalDI relies on volunteer Tournament Officials to perform important tasks at Regional and Affiliate Tournaments. Each team provides at least one Tournament Official at each CalDI Tournament attended based on registration requirements. The Tournament Official must be available and willing to serve in that role at the CalDI Tournament for an assigned period, the actual length of which will be determined by the Tournament Official Coordinator for that Tournament.

Tournament Official Coordinators will attempt to accommodate any Tournament Official requests for what role they will play; however, the ultimate decision belongs to the Tournament Official Coordinator.

Definitions

Tournament Director: Person in charge of organizing and running a CalDI Tournament.

Tournament Official: Volunteer who performs assigned duties for a limited period of time, typically 2 or 3 hours, at a CalDI Tournament.

Tournament Official Coordinator: Person responsible for organizing, possibly assigning, and confirming assignment of Tournament Officials to time slots and positions. Also, this person will verify that the assignments have been completed.

Detailed policy statement

Each team registered to compete at a CalDI Tournament will provide a specified number of volunteers to act as Tournament Officials, representing the team. The number of Tournament Officials to be provided by a team is set by the Tournament Director for the CalDI Tournament involved, typically one. The Tournament Official will sign up at CalDI's registration website, <https://register.caldi.org/>, after the Team Manager has assigned the Tournament Official to a team.

The Tournament Official Coordinator will ensure the Tournament Official is signed up for a position and time slot, using whatever tool or procedure the Region or

Affiliate chooses to use. All Officials must complete DII's Youth Protection Plan (YPP) online training prior to attending the tournament. The Tournament Official will attend the CalDI Tournament and work their assigned position and time. Any specific training needed to fulfill a particular job will be provided prior to the Tournament Official's shift. If the Tournament Official has special needs and possible difficulty in fulfilling their assignment, he/she should contact the Tournament Official Coordinator prior to the Tournament so accommodations can be made.

The Tournament Official may not be accompanied by a child, team member, or anyone else that may distract them while carrying out their duties.

Tournament Officials will be informed of and trained in the *Volunteer/Student Interaction Policy* prior to their shift, specifically that any interaction with a student must be "observable and interruptible." The Tournament Director, in conjunction with the Tournament Official Coordinator, will ensure that each Tournament Official will carry out their shift in a non-private location or will be supervised adequately to satisfy requirements of the *Volunteer/Student Interaction Policy*.

Applicability and Compliance

This policy applies to all volunteer Tournament Officials at all CalDI Tournaments, Regional and Affiliate.

If a team fails to provide a required Tournament Official, or if that Tournament Official fails to complete their assignment, the team will not be eligible to advance to the next level Tournament.

Contact for policy interpretation, help, and problem resolution

The Affiliate Director is the primary contact regarding this policy. Contact information is available on the CalDI web site, <http://www.caldi.org/>.

Implementation procedures


Information contained in this Policy will be presented to all CalDI Staff and Team Managers during trainings and communications.

Related policies and references for further information

1. [*Volunteer/Student Interaction Policy*](#)
2. [*DI Volunteer Code of Conduct*](#)
3. [*Background Check Policy*](#)
4. [*Anti-Harassment Policy*](#)
5. <http://www.caldi.org/>

Revision History

Version	Date	Changes
1.0	9/7/2019	Initial release - Approved by California Creativity Board
1.1	1-30-2020	Minor changes for issues raised by the Board at the 1/23 Regular Meeting. Changes from meeting with Jim, Kathy MaryJane and Genee: took out age requirement, added flexibility of number of official provided, added YPP training requirement.
1.1	2/11/2020	Approved by California Creativity Board.

CERTIFICATE	
This is to certify that the foregoing is a true and correct copy of the "Tournament Official Policy", version 1.1, of the Corporation named in the title thereto and that such Policy was duly adopted by the Board of Directors of said Corporation on 2/11/2020.	
	2/11/2020
James F. McCarthy, Secretary	