

TOURNAMENT Checklist



Team Essentials

- Official roster printed
- Player medical forms on hand
- Team balls (labeled and counted)
- Whistle, pen, lineup sheets
- First aid kit stocked

Athlete Readiness

- Players know uniform rotation for the weekend
- Athletes understand warm-up routine and start times
- Mental prep topic shared (focus, composure, teamwork)
- Build in recovery time (stretch, cool down, meals)

Travel & Logistics

- Hotel reservations confirmed
- Team itinerary shared with parents
- Travel contact list updated
- Directions and parking info verified
- Venue rules reviewed
- Tournament schedule downloaded
- Meeting spot designated at the venue

Communication Plan

- Team group chat or app updated
- Emergency contacts verified
- Parents briefed on spectator behavior and expectations
- Athlete reminders (sleep, nutrition, mindset)
- Point of contact assigned for questions during play

End-of-Day Wrap-Up

- Confirm next-day schedule and court assignment
- Update parents on timing changes
- Collect feedback from assistant coaches
- Check equipment and re-pack bags
- Highlight one team success and one learning point
- Get rest!

Notes

(Space to jot reminders, lineup tweaks, or motivational thoughts)

