

CII-3A Match Day Logistics



Loyola & Ignatius North

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Player check-in

Responsible: Host School / Starter School

✓	Task	Task Detail
	Coaches to arrive at the course at 3:00 – 3:15	
	Retrieve scorecards from pro-shop	
	Station yourselves in front of pro-shop as player walk-in	- Coaches to sign players in to CII-3A provided sign-in sheet - Record player name and school
	Direct players to place bags near practice green and check-in and pay at the pro-shop	

At the 1st tee box

Responsible: Host School / Starter School

✓	Task	Task Detail
	Coaches to create foursomes and call players names to the tee box	- No more than 2 players per school should be assigned to a foursome ONLY EXCEPTION: If a situation ever arises where only 1 school is present and the starter indicates it is our tee, send out next 4 golfers – pace-of-play trumps priority
	Each player should keep score for an opposing player on the CII-3A official scorecard	- Scorecards are submitted to the Host School coaches after completion of the round - All players need to complete their scorecards and sign their scorecard and their partners scorecard
	Assign 1 player to submit hole-by-hole scores for the group on their phone on the Golf Genius App	- Provide assigned Golf Genius Scorer the round's Golf Genius ID - GGID will be provided by League Commissioners over email prior to the round
	Review rules with each foursome	Tees: All players will play from the most forward tees - All players must tee off from the same team regardless of age or gender Max strokes: +3, players to pick up ball after their +2 stroke (i.e. on a Par 4, player to pick-up ball after their 6th stroke Out of Bounds: Any shot that goes out of bounds carries a penalty of one stroke. The ball must be placed in bounds, at the point where it crossed the Boundary, no more than two Club lengths from the boundary. Lost Ball: 1 min time limit Continuous Putting: The player who putts first will continue putting until their ball is in the hole. Each player in turn will follow the same pattern with one exception; when addressing or putting, your ball or you would be standing in the line of someone else's putt. If this is the case, you should mark you ball and wait until it is again your turn to putt Flagstick: Should remain in the cup at all times

Suggested Tee-times

LOYOLA - Suggested Tee Times:

School >>>		OLPH	FHC	SNSH	PJ	SFX	StA	SMLF
Dsml. Time >>>		2:20 PM	2:30 PM	2:45 3:15 PM	3:00 PM	3:10 PM	3:25 PM	3:40 PM
Arrival Time >>>		3:00 PM	3:00 PM	3:20 3:30 PM	3:40 PM	3:40 PM	3:50 PM	4:30 PM
#	Tee Time							
1	3:30 PM	✓	✓					
2	3:40 PM	✓	✓					
3	3:50 PM	✓	✓	✓				
4	4:00 PM			✓	✓			
5	4:10 PM				✓	✓		
6	4:20 PM				✓	✓	✓	
7	4:30 PM					✓	✓	
8	4:40 PM					✓	✓	
9	4:50 PM					✓	✓	
10	5:00 PM					✓	✓	✓
11	5:10 PM					✓	✓	✓

Ignatius North - Suggested Tee Times:

School >>>		OLPH	FHC	SNSH	SMLF
Dsml. Time >>>		2:20 PM	2:30 PM	2:45 3:15 PM	3:40 PM
Arrival Time >>>		3:00 PM	3:00 PM	3:20 3:30 PM	4:10 PM
#	Tee Time				
1	3:30 PM	✓	✓		
2	3:40 PM	✓	✓		
3	3:50 PM	✓	✓		
4	4:00 PM	✓	✓		
5	4:10 PM	✓	✓	✓	✓
6	4:20 PM		✓	✓	✓
7	4:30 PM			✓	✓
8	4:40 PM			✓	✓

During the Round

Responsible: All coaches

✓	Task	Task Detail
	Ensure foursomes are teeing off at appropriate yardages at each hole (this is especially important for Loyola)	
	Walk the course to ensure pace-of-play is being maintained	
	Ensure golfers are adhering to golf etiquette (replacing ball marks, walking on greens, raking sand traps, following OB rules)	
	Monitor groups to ensure “honest scoring” – pick a group and walk with them for 1-2 holes	

Score Reporting

Responsible: Host school

✓	Task	Task Detail
	Have foursome check-in with you off the back or side of the 9 th hole	
	Collect and review scorecards & instruct players to all sign 1 scorecard (players may keep their own scorecards but only the official CII-3A scorecard should be assigned by all golfers)	
	Review scorecard vs Golf Genius app – scorecard is the source of truth ; ensure golf genius matches the scorecard	
	Ensure the assigned Golf Genius scorer has submitted all scores accurately into golf genius	If there are any technical issues (i.e. scorers phone is out of battery, inaccuracies between scorecard and golf genius score, etc.) please collect scorecards and override inaccuracies in Golf Genius app directly
	Collect scorecards and retain in case of audit/questions from league commissioners	

Commissioner Contacts

For any weather, safety, rules, or dispute inquiries, please contact League Commissioners – text preferred

- **Dan Leonard (Co-commissioner), OLPH**
 - o Cell: 847-863-3555
- **Todd Moylan (Co-commissioner), StA**
 - o Cell: 847-530-3041

References

- [CII-3A Rulebook](#)
- [Admin + Player Score Entry](#)

Ignatius South

Player check-in

Responsible: Host School / Starter School

✓	Task	Task Detail
	Coaches to arrive at the course at 3:45	
	Retrieve scorecards from pro-shop	
	Retrieve CII-3A provided air-horn from pro-shop	Host/Starter School coaches will use air horn to direct players to their respective holes & sound air-horn to indicate players to tee-off
	Retrieve yellow flags from the pro-shop	Foursomes will raise yellow flags when they have completed their round. Coaches to chaperone groups off of course, ensuring they do not interfere with any other group still in play
	Station yourselves in front of pro-shop and check players in as they arrive	- Coaches to sign players into CII-3A provided sign-in sheet - Ignatius South sign-in sheet will include holes pairings / holes players are assigned to (i.e. if there are 2 groups assigned to the same hole, 3A and 3B, those players would report to Hole #3. 3A pairing would tee-off first
	Direct players to place bags near practice green and check-in and pay at the pro-shop	Do not let players drop bags on the patio, this area becomes congested

At the practice green

Responsible: Host School / Starter School

****IMPORTANT****

All below tasks must be completed prior directing players to reporting to their starting hole

✓	Task	Task Detail
	Coaches to refer to the pairings list provided	- No more than 2 players per school should be assigned to a foursome ONLY EXCEPTION: If a situation ever arises where only 1 school is present and the starter indicates it is our tee, send out next 4 golfers – pace-of-play trumps priority
	Each player should keep score for an opposing player on the CII-3A official scorecard	- Scorecards are submitted to the Host School coaches after completion of the round - All players need to complete their scorecards and sign their scorecard and their partners scorecard
	Assign 1 player to submit hole-by-hole scores for the group on their phone on the Golf Genius App	Provide assigned Golf Genius Scorer the round's Golf Genius ID GGID will be provided by League Commissioners over email prior to the round
	Provide each group their assigned yellow flag	Player can keep yellow flag in golf bag until completion of the round
	Review rules with each foursome (announce this with the megaphone)	Tees: All players will play from the most forward tees - All players must tee off from the same team regardless of age or gender Max strokes: +3, players to pick up ball after their +2 stroke (i.e. on a Par 4, player to pick-up ball after their 6th stroke Out of Bounds: Any shot that goes out of bounds carries a penalty of one stroke. The ball must be placed in bounds, at the point where it crossed the Boundary, no more than two Club lengths from the boundary. Lost Ball: 1 min time limit Continuous Putting: The player who putts first will continue putting until their ball is in the hole. Each player in turn will follow the same pattern with one exception; when addressing or putting, your ball or you would be standing in the line of someone else's putt. If this is the case, you should mark you ball and wait until it is again your turn to putt Flagstick: Should remain in the cup at all times

Shotgun Start (~4:15pm start)

Responsible: Host School / Starter School

✓	Task	Task Detail
	1-2 coaches to station themselves between the 7 th green and 8 tee-box (center of the course) with the megaphone	• Provide a count-down and sound the siren, indicating for players to tee-off

Suggested Tee-times

Ignatius South - Suggested Tee Times:

School >>>		PJ	SFX	StA
Dsmi. Time >>>		3:00 PM	3:10 PM	3:25 PM
Arrival Time >>>		3:45 PM	3:45 PM	3:45 PM
#	Tee Time			
1	4:15 PM	✓	✓	✓

During the Round

Responsible: All coaches

✓	Task	Task Detail
	Ensure foursomes are teeing off at appropriate yardages at each hole (this is especially important for Loyola)	
	Coaches should be stationed across either greens or tee-boxes in each of the "4 zones". There should be minimum 1 coach per zone	• There are 4 "zones" at Weber Park (South – Holes 1,9; West – Holes 2,8; North – Holes 3,4,5; and East – Holes 6,7
	Ensure golfers are adhering to golf etiquette (replacing ball marks, walking on greens, raking sand traps, following OB rules)	
	Monitor groups to ensure "honest scoring" – pick a group and walk with them for 1-2 holes	

Dismissal / Exit Strategy

Responsible: Host school

Guidelines for exiting the course:

- Ensure safety as golfers exit the course as players will complete their final hole at different times and different holes
- After completion of the final hole, players should ensure scorecards are signed and all scores are recorded in Golf Genius
- Please refer to the following exit strategy:
 - o **PLAYERS SHOULD REMAIN ADJACENT TO THE GREEN OF THEIR FINISHING HOLE AND HOLD UP THE PROVIDED PLASTIC YELLOW FLAG TO INDICATE COMPLETION OF ROUND**
 - At no point should players cut across the course or exit prior to receiving instruction
 - o Coaches to identify groups holding up yellow cards and chaperone groups off the course, ensuring you are not interfering with any other foursomes still playing

Score Reporting

Responsible: Host school

✓	Task	Task Detail
	At the practice green - collect and review scorecards & instruct players to all sign 1 scorecard (players may keep their own scorecards but only the official CII-3A scorecard should be assigned by all golfers)	
	Review scorecard vs Golf Genius app – scorecard is the source of truth ; ensure golf genius matches the scorecard	
	Ensure the assigned Golf Genius scorer has submitted all scores accurately into golf genius	If there are any technical issues (i.e. scorers phone is out of battery, inaccuracies between scorecard and golf genius score, etc.) please collect scorecards and override inaccuracies in Golf Genius app directly
	Collect scorecards and retain in case of audit/questions from league commissioners	

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