Coach's Manual

2022 York County Envirothon

3rd – 4th Grade

The Envirothon is an Environmental Education Partnership

sponsored by the

YORK COUNTY CONSERVATION DISTRICT

2401 Pleasant Valley Road, York PA 17402

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Welcome to the Envirothon

The Envirothon* is an environmental learning experience created & organized by Pennsylvania Conservation Districts for Senior High students. For over 35 years Envirothon events have been held throughout the United States, Canada, and China. Pennsylvania holds Envirothon events in 66 counties. York County is unique throughout North America - we begin our events in the third grade!

Senior High study resources & tests come from the PA Envirothon. York County's lower grade resources & tests are created by the York County Conservation District's Envirothon committee of government agencies, industry, non-profit organizations, and volunteer members. **Envirothon resources are designed to complement and support the Pennsylvania Department of Education's Environment and Ecology standards.**

Substantial fundraising occurs each year to make the Envirothon possible. We depend on local corporate & individual sponsors and cooperating agency & nonprofit organization sponsors to donate time, talent, and resources.

The Envirothon provides a quality environmental education program to public, private, homeschool, charter & cyber school students and teachers in York County. Each year we have approximately 1,000 students representing at least 100 teams and 14 school districts participating in our events.

Studying our natural resources and taking part in an annual competition are both part of the Envirothon. So is teamwork, sportsmanship & fun. The lowest grade levels introduce students to the Envirothon while the competition intensifies as students advance through grade levels.

Each student participates as part of a school team. Envirothons are designed to be year-long, multi-media and interdisciplinary environmental education experiences. Months of study culminate in a day-long, outdoor competition in the spring. Our county competitions are held rain or shine in late April and early May at John Rudy County Park - the official "Home of the York County Envirothon."

At the Senior High level, the winning York County team earns the right to represent York County at the **PA Envirothon** competition in late May at a Pennsylvania University. There they compete for college scholarships and various prizes. The winning state team represents Pennsylvania at the **NCF International Envirothon** held in July at a North American University.

All students who attend our competition receive a T-shirt, medallion & certificate for their participation. At the 3rd - 4th Grade level students earn proficiency level ribbons for their scores and fun prizes for creativity and teamwork.

This manual is designed to help coaches have a successful Envirothon. Have fun & good luck to you all.

Michael McKelvey, Envirothon Coordinator, York County Conservation District

mmkelvey@yorkccd.org – (717) 840-7430

*The Envirothon Program is offered and operated on a nondiscriminatory basis without regard to race, color, national origin, religion, sex, age, marital status, or handicap.

Getting Organized: Please read this manual carefully and follow our rules to ensure that your team can register and compete. You can register online, and your registration deadlines vary. We have also included a checklist in the back to assist you in planning.

How Many Teams May I Bring?

Forming Your 3rd & 4th Grades School Team(s):

GRADE	Student Population Per Building	# of Teams Allowed
3rd grade	200 or less	1
	201-400	2
	401 or more	3
4th grade	200 or less	1
	201-400	2
	401 or more	3

Use the chart to decide how many teams you may bring to the competition.
Almost all school buildings will be limited to two teams due to their student population. Rarely will buildings at this grade level be able to bring more than two teams - but if you think you are one of those buildings, please contact the Envirothon Coordinator.

Every school building should be able to bring two teams, no matter how small your student population. For example: If you have forty-seven 3rd graders and ninety-six 4th graders together in one building, you may bring two 3rd & 4th Grade teams from that building. It does not matter how many of those team members are 3rd or 4th graders. Your building meets the criteria for bringing two teams to the competition.

As long as you meet the criteria for your student population in your building **your team make-up is your choice**. Some teams at this grade level have all third graders. Some have all 4th graders, and some have a mix. That is up to you as the coach. We haven't found a team of all 3rd graders competing against a team of all 4th grades to be at a disadvantage at all.

In the unlikely event that your building has more than 201 students at both the third and fourth grade levels, you would be able to bring four teams from that building. It is not likely with most York County Schools, but not impossible. Generally, every school building for these grade levels is restricted to two teams per building.

Home School, Cyber School & Charter School Teams are always limited to two teams per event no matter the number of students registered in your association. All homeschool, cyber & charter students must be York County residents and may be asked to provide proof of residency. These same students may only participate once at each grade level.

How many students may I have on my team(s)?

All 3rd & 4th Grades teams are limited to **5 students per team**. You may bring less than five students per team - but not more.

All team members must be York County residents and must be currently enrolled in their participating school.

Coaches bringing more than five students per team on the day of competition will be disqualified. Only registered team members are permitted to attend the competition and be on the testing circuit. Coaches may **not** have extra students with them on the day of competition.

What else do you need to know?

Each team must have their own distinct name limited to four words including your school building name. If you have teams from your school at various grade level events, they must each have their own distinct name. We will not accept the Sinking Springs Slippery Salamanders at both 3rd & 4th Grade and again at 5th & 6th Grade.

Each team must list their team name(s) on their team registration due in March. You do not need a team name until then. You cannot register your team(s) without a name. Please follow the team name guidelines to avoid confusion in our database.

Each team must have a team captain. If you bring two teams, you must have two captains, etc. Team captains accept awards on their team's behalf and often make final decisions on their team's behalf during testing. Coaches will not have direct contact with team members during the actual testing. The team captain should be a voice of reason on your team.

Each team must have a designated coach: If you have two teams, you must arrive with two coaches the day of the competition. Additional coaches may simply be another adult (18 years or older with permission of school) assigned to chaperone one of the teams that day, but no team may compete without a coach/chaperone. NO EXCEPTIONS. If, at the last moment, a coach cannot attend - contact the Envirothon Coordinator immediately - a committee volunteer may be able to serve as a chaperone - but always try to get a school administrator in your place.

Only team members, coaches, chaperones, or school administrators are permitted on the testing course during the event. Any students, family members or guests not part of an official team will not be allowed on course. No exceptions. However, family, guests and additional students may join you and your team during lunch and the award ceremony.

Please Thank Our Sponsors

Each year the Envirothon grows in scope and size. It is no surprise that costs required to maintain and improve these programs increase as well. Without our generous sponsors the Envirothon events would not be possible.

Teams are always asked to send thank you cards or letters to our sponsors each spring as the school year draws to a close. Each coach will receive a short list of sponsors after their event by email so that thank you cards may be sent to the sponsors on your list. We hear from our sponsors – they thoroughly enjoy the letters and cards!

How to Register your Team(s)

There are three simple steps to registering your team(s) for the competition. Our Registration Forms are available online at www.yorkccd.org/education/envirothon. Register quickly and easily from your computer or mobile device. If you prefer to submit a paper form, you can download the paper registration forms on this website page as well.

1. **REGISTER YOUR SCHOOL** by early December:

   Think of this as your "Intent to Participate." You provide your name & contact information and tell us whether you plan to bring one or two teams. This gives us an idea of how many teams to anticipate and puts you on our email list for the season.

   Register your school from your computer or mobile device at yorkccd.org/education/envirothon. If you prefer to submit a paper form, you can download the paper registration form on this website page as well.

   School Registration due December 3, 2022

2. **REGISTER YOUR TEAM(S) & ORDER T-SHIRTS** in early March:

   This is when you list your team name(s) and order your team T-shirts. This is the most important of your registrations and the most time sensitive. If you miss this deadline your team will be eliminated from the competition!

   Register your team from your computer or mobile device at yorkccd.org/education/envirothon. If you prefer to submit a paper form, you can download the paper registration form on this website page as well.

   Team Registration due March 4, 2022

   You should receive a team registration confirmation email by April 8, 2021. Contact the Envirothon Coordinator immediately if you have not received confirmation by this date. Teams that miss the Team Registration deadline are NOT registered and may not come to the competition!

3. **REGISTER YOUR STUDENTS** the morning of the competition:

   Bring your completed STUDENT REGISTRATION Form to the competition. When you hand this to us, we will give you your team's testing rotation, instructions, color-coded nametags, and schedule, along with your team T-shirts. Please have your students wait for you in the parking lot while you register.

   3rd & 4th Grade Competition: Tuesday, May 10, 2022

   *All coaches will receive reminder emails from the Envirothon Coordinator regarding each registration deadline. Use this manual for reference and check your emails frequently.

Who is the Coach?

The team coach is usually a teacher or school administrator. However, any adult, parent, or volunteer **over the age of 18** - with permission of their school - may register and coach a team of students.

Many schools have a teacher serving as coach with parents or other adults helping as assistant coaches during the year or acting as an additional chaperone on the day of competition.

Each team that registers MUST have a designated coach whose name, school and contact information will be listed with the team. Whenever possible, please use the same coach's name and contact information on each registration form throughout the school year.

Any team arriving for the competition without a coach or chaperone will be disqualified. No exceptions. No students are allowed on the testing rotation without adult supervision.

Only registered coaches and team members are permitted on the competition grounds the day of your event. Coaches are not permitted to have extra students with them. Coaches are also not permitted to bring family members. Student teachers, administration, etc. will be considered if you contact the Envirothon Coordinator prior to the event.

REMINDER: If you are coaching two teams, you MUST have another adult with you to chaperone your second team on the day of competition. They must be over the age of 18 and approved by your school.

IN AN EMERGENCY: If you or a chaperone cannot make it to the competition at the last-minute, please contact us immediately. Ask your administration to send someone in your place. If possible, we will try to find a staff member to accompany one of your teams for the day - but we cannot guarantee that, and you might have to withdraw.

We welcome all suggestions, comments, and evaluations of each year's events. Please feel free to contact the Envirothon Coordinator directly to speak openly and privately. However, **the Envirothon Coordinator cannot talk to you during our competitions unless you have an urgent concern or situation.** Call or email any time during the year prior to or after your event.

Contact Information:

Registration, Rules, & General Info:	Study Sessions:
Michael McKelvey at YCCD	Kelsey Frey at Nixon County Park
2401 Pleasant Valley Road	5922 Nixon Drive
York, PA 17402	York, PA 17403
mmckelvey@yorkccd.org	kafrey@yorkcountypa.gov
(717) 840-7430	(717) 428-1961

Want to talk to an experienced coach?

Contact the Envirothon Coordinator. We have several retired Envirothon coaches on our committee who are happy to give advice and help you get started.

Study Resources

All Study Resources are created, edited, and provided free of charge courtesy of the York County Conservation District and its Envirothon Committee. Each coach receives a new Coach's Manual each year along with a Cover Resource Sheet for each study topic and access to all necessary Registration Forms.

ALL 2022 STUDY RESOURCES ARE AVAILABLE ONLINE on the District's website by early December. Go to www.yorkccd.org and click on Education/Envirothon.

We recommend you print at least one copy of all resources for your school Envirothon library, keep them in a 3-ring binder, and maintain your Envirothon Library for coaches who may succeed you. Ask your PTO or a volunteer parent to pay for the cost of color printing.

Always refer to your **Cover Resource Sheet** to make sure you see all your resources on our website. If you cannot find or open a resource, contact the Envirothon Coordinator at mmckelvey@yorkccd.org or (717) 840-7430. Be sure you are looking at the Study Resources page for your grade level.

The Core Study Topics of Aquatics, Forestry & Wildlife rotate through a two-year cycle for 3rd & 4th Grades. Teams rotate through the six stations during the year-end competition (Three are testing stations and three are fun/educational programs).

The 2022 Study Resources Test Topics (are highlighted below in color):

AQUATICS

2021: Ponds & Lakes

2022: Rivers & Streams

FORESTRY:

2021: Forest Species

2022: Backyard Species

WILDLIFE*:

2021: Birds

2022: Mammals

During the 3rd & 4th grade competition students will rotate through three testing stations, one scavenger hunt, and two different fun/educational stations - for a total of six stations.

***In the Envirothon, birds & mammals are the only animals studied under Wildlife**. Animals classified as reptiles, amphibians, fish & aquatic insects are studied under Aquatics. Other insects are occasionally studied under Forestry.

Station Leaders for 3rd – 4th Grade

If you have questions about your study resources, you can contact the Envirothon Coordinator at mmckelvey@yorkccd.org or (717) 840-7430. You can also email one of your Station Leaders directly using the following contact list:

AQUATICS – Kelly Arcieri, Penn State Master Watershed Stewards – karcieri@ycp.edu

FORESTRY – Kelsey Frey, York County Parks – Nixon Park – kafrey@yorkcountypa.gov

WILDLIFE – Kelsey Frey, York County Parks – Nixon Park – kafrey@yorkcountypa.gov

Study Sessions

Each spring at Nixon Park, all lower-grade Study Sessions are held in the Nature Center in round- robin formats. The purpose of these study sessions is to offer opportunities for your team members, aspiring team members, and coaches, to review their study resources in preparation for their event competitions.

Some sessions offer hands-on activities, others present PowerPoints or play educational games, and some simply focus on one small portion of the resources. The Study Sessions are an important part of the Envirothon Season. Yes, they are designed for test preparation, but we also offer them so students and coaches can learn that the Nature Center can be used as a year-round resource throughout each Envirothon Season.

For many students and coaches, the study session is their first visit to the Nature Center and their first opportunity to meet and interact with their Station Leaders. Our Envirothon Station Leaders put a lot of work into the creation, selection and editing of your Study Resources each season. They also work hard to create an engaging study session for you. It is highly recommended that you and your students have firm understanding of your study resources before you attend your study sessions. You will get a lot more out of the sessions if you come prepared.

SCHEDULE YOUR NIXON PARK STUDY SESSIONS on the Envirothon website page. Coaches will receive links via email to access the online study session registration form in January.

Available study session dates will be listed on the Envirothon website in January.

You will NOT be turned down for a study session within the dates listed - however - you may not get your first choice of dates!

What to Expect During the Year as You Coach Your Team(s)

The two most common questions I hear from new coaches are **how do I put my team(s) together** and **how often should I hold study sessions**? We have polled our returning coaches and put their answers together over the following pages to help coaches who are new, or assist returning coaches as they update their coaching methods.

Tip #1 – Verify you have the correct resources and manual for your grade-level event. Each grade level has different study resources. Some grade levels have different rules, and the competition dates and schedules are different for each event.

Tip #2 – Select the correct grade-level when submitting your Registration Forms.

Tip #3 - Identify your grade level and school building when you are emailing the Envirothon Coordinator so your questions can be answered more readily.

Many coaches have already started recruiting students for their teams. Some accept only the number of students they can have at the competition, while others accept every interested student that shows up. Allowing every student to participate all year until they "test" out the final team members next spring. You should do what works best for you, but we encourage you to allow all interested students to study with you. We like it when the Envirothon spreads a big net in each school. Remember: your "best" team members may not be apparent in October, but by April & May those students often stand out. You will not be telling us which students are on your team(s) until the day of your competition, so there is no requirement to choose your team before then.

Some coaches focus on one study topic at a time: Aquatics, Current Issues, Forestry, Soils & Wildlife. Others have one student, or a pair of students master one topic and then help the other students learn. This can be helpful during the competition if team members disagree on an answer. Let the "expert(s)" make the final decision for the team.

Our lower grade-level topics rotate on either a four-year (5th - 8th) or two-year basis (3rd & 4th). This helps coaches create a framework for the study topics they can expect to teach again in a few years. **Senior High study resources do not rotate, but coaches can expect similar key concepts from year to year.** Using a dichotomous key, understanding the relationship between macroinvertebrates and clean water, or comparing the teeth of omnivore vs. predator can always be reviewed with students - no matter their grade level - long before your study resources become available each fall. Long time coaches know this and start coaching the basics early.

Coaches will register their school, team, and individual students - in that order - throughout the school year. Using registration forms in your coach's manual (and prompted by emails from the Envirothon Coordinator), you will be providing the Conservation District more specific information as the season progresses with each registration form you submit. During the next few weeks, you will simply register your school. As the months go by, we will need more details from you.

What to Expect at the Study Sessions and Competition

The **round-robin Nixon Park Study Sessions** in the spring offer a chance for students to practice working together as a team while they try to answer questions like those they may see on the day of competition. Even if the study session only focuses on one skill set of the study resources, it will be a skill set they can expect to be asked during the competition (like skull ID or using a dichotomous key). The sessions at Nixon Park are also designed so the students can experience the Nature Center at Nixon Park. For students interested in the Envirothon, it is a great place to spend some time. Some study sessions are challenging, some are meant to be fun - like a Jeopardy game.

During the day of competition, students and coaches should **plan to be outside all day** - regardless of the weather! Rain, sleet, snow, or stifling heat - we are outside all day. Ensure your students know that.

When you arrive at John Rudy County Park for morning registration you will turn in your Student Registration Form and receive everything you will need for the competition (name tags, T-shirts, team rotation, team assignments, team schedule, etc.).

Once the event begins**, students will rotate through timed stations** following the directions of the Station Leader at each pavilion. They will be tested on the topics they have been studying all year. (Lower grades also have fun/educational stations to rotate through). Students will read from paper tests and mark their answers as a team on a single answer sheet that is graded after each rotation. A portion of each testing station usually includes a hands-on test section with physical specimens, photos, displays, etc.

Coaches will rotate with their teams but remain outside of the testing pavilion during all testing, and only have contact with team members as they move from station to station. Please note **at the Senior High level - coaches chaperone opposing teams** and will not see their own teams until the end of the competition.

After testing ends, all teams have lunch on-site, followed by the Awards Ceremony.

Awards & Prizes

Every student who participates on the day of the event is awarded a T-shirt, collector's medallion & a participation certificate. At the 3rd & 4th grade event we place more emphasis on fun & education, and less on competition. This allows the students to enjoy a "Field Day," as they are introduced to the concept of the Envirothon.

At the 3rd - 4th Grade Recognition Ceremony proficiency level ribbons are awarded for overall team achievement:

Blue Ribbons: awarded to ANY team(s) scoring within a GOLD proficiency level* Red Ribbons: awarded to ANY team(s) scoring within a SILVER proficiency level* White Ribbons: awarded to ANY team(s) scoring within a BRONZE proficiency level* (*Proficiency level determined the day of the event).

Prizes also awarded to the "High-Score Team" in each test category: Aquatics, Forestry & Wildlife and for Most Creative Team Hat and Best Teamwork (first place & runner-up).

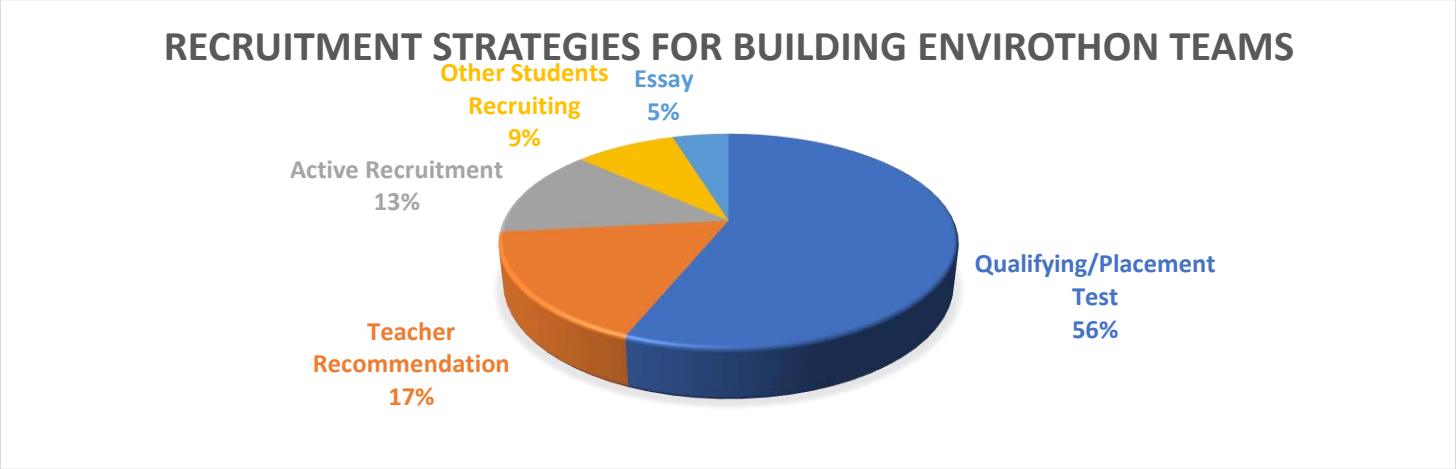
Team Photos will be taken during orientation & lunch and made available through our website. This is a fun memento for any team, regardless of your team's standing at the end of the day.

York County Envirothon Coaching Tips

How does your coaching compare to other York County coaches?

Most coaches begin recruiting in November and December.

You do not need to wait for your Study Resources in the fall. You can start recruiting early and always teach and/or review the basics.



Other Recruitment Methods:

Word of mouth, morning announcements, classroom visits, flyers, team members recruiting friends

Choosing your Team Members:

Some coaches choose their teams right away, while others accept any interested students and wait until spring to narrow down their team(s). We encourage coaches to include all interested students.

How often do teams meet to study?

Most teams meet once or twice a week for 1-2 hours. The more competitive teams meet more often.

Do you divide your studies?

75% of coaches choose to divide subject matter and have one or two students study to become the "expert" on a given topic for their team. Your station leaders recommend that too.

Choosing Team Captains:

1/3 coaches allow students to pick their captain, 1/3 use test scores, and 1/3 choose the captains themselves

EMERGENCY UPDATES

FIRST AID - Coaches, please have all medical information and emergency contacts for each of your team members with you at your study sessions and on your day of competition, including how to reach the parents of each student, medicines a student may need, and medical information needed to pass on to emergency personnel. As the coach, we will turn to you to contact the parents, administer medicine, or make judgement calls. In the event of a serious emergency, we will call an ambulance, even if we have not been able to find you on the grounds yet.

WEATHER - In the event of severe weather we will instruct all bus drivers to park their buses together near the restrooms. If we call a halt to testing, coaches are to gather every team member they are responsible for and take them directly to the buses or restrooms (depending on our announcements). Remember, you may or may not be with your own students.

SHELTER IN PLACE - Sadly, we must note what our township police department has instructed us to do in the event of an active shooter situation. The directions are to shelter-in-place. We are outside in a public park. For your own safety and the safety of the students you are responsible for (competing teams), try to stay in place and take shelter behind any picnic table, tree trunk, water fountain, pavilion post, boulder, etc. you find near you. NEVER RUN in an open area. According to authorities, that makes you a prime target.

We do have armed PA Game Commission officers and PA Fish & Boat Commission officers at our competition. Park Rangers and the police can respond quickly and are aware of our event in the park, including the date, times, number of participants and age groups. Follow the instructions of any officers on site.

Directions

To John Rudy County Park for competitions:

400 Mundis Race Rd., York, PA 17406

Phone: 717-840-7440

From Route 30 follow Sherman Street north 3 miles to Mundis Race Road, turn left, park is .6 mile on right. Rudy Park is located about one mile north of the Galleria Mall. Enter Rudy Park from the Mundis Race Road entrance (NOT Canine Meadows).

To Nixon County Park for study sessions:

5922 Nixon Drive, York, PA 17403

Phone: 717-428-1961.

From York Follow to South George Street through Jacobus to Valley Road. Turn right onto Valley Road (across from Jacobus Fire Hall). Follow Valley Road to bottom of hill; Turn right on Nixon Drive; Go one block to stop sign and turn left. The Nature Center is at the end of the lane. Nixon Park has a York address but is in Jacobus.

Coaches – Copy this page & Send home with each team member prior to the event

IMPORTANT – PARENTS & FAMILY OF ENVIROTHON TEAMS

You are welcome to join your child's team for lunch & the awards ceremony, however, **you are not permitted to travel with or talk to your child until the competition is over**. The testing area will be roped off to the public. **Talking to your child anytime during the testing rotation may cause your child's team to be eliminated or lose their score!**

If you have an emergency and need to find your child, come to our Registration Pavilion and be prepared to do the following:

1. Immediately **produce identification**
2. **Identify the school**, team, & coach your child is registered with.
3. **Wait at the registration pavilion** for your child & their coach to arrive.

The Envirothon takes place in a public park. Our strict rules are for the safety of your child – as well as to ensure all teams can quietly focus and enjoy the events of the day. Do not ask to see your child casually during testing.

Do NOT PHONE or TEXT your child during the Envirothon. They are not permitted to have any electronics with them. Even if they are not using a phone – they will be eliminated for having a phone on the testing course!

If you wish to have lunch with your child, please check with their coach prior to the event for the day's schedule.

Please wait until all testing is over before trying to locate your child! Do NOT ask Envirothon staff to help you locate your child's team. Once the teams have settled for lunch you may go look for them. Ask your child's coach if they will have a school flag or color-coded sign to help you locate them.

All teams & students are photographed throughout the day for our press releases, newsletters, brochures, and sponsor publicity. We never identify a student in casual photos, but we often list names in award photos. Talk to your coach if that is a problem for you.

*Weather permitting, lunch will be on the grass lawn. Teams and guests should bring lawn chairs or blankets to sit on. **When the recognition ceremony begins, all guests should move to the outer perimeter of the awards area** and allow the teams and coaches to sit together – front and center.

*As per state law, **all dogs must be leashed** unless they are within the fenced-in dog park. Any dogs at the awards ceremony must be leashed and quiet.

3rd – 4th Grade Envirothon Competition Schedule

Tuesday, May 10, 2022

No team will be penalized for arriving late, but please make sure your school is aware of our schedule and make your travel arrangements early. We make every effort to stick to our schedule but sometimes the Awards Ceremony runs over the scheduled time. Please let your school administrators and bus drivers know this. Rotations are 25 minutes per station with 10 minutes travel and a **restroom break** is built into travel time.

Arrival.....8:30 am

Registration/Team Photos.....8:30-9:15

Orientation .....9:00 - 9:15

Rotation #1.....9:25 - 9:50

Rotation #2.....10:00 - 10:25

Rotation #3.....10:35 - 11:00

Snack.....11:00 - 11:05

Rotation #4.....11:15 - 11:40

Rotation #5.....11:50 - 12:15

Rotation #6.....12:25 - 12:50

Lunch/Team Photos .....12:50 - 1:20

Awards Ceremony .....1:20 - 2:00

Departure.....2:00 pm

Lunch, Snacks, & Drinks

We will provide snacks (light refreshments) to all students after the third rotation. YOU are responsible for bringing their lunches, drinks, trash bags, etc. for their lunch break. Please be prepared to take your trash back with you. Rudy Park is a "Carry-In, Carry-Out" facility.

All students need to bring their own drinks with them. They may have their drinks on the testing rotation. We will NOT be providing drinks during snack time or any other time during the day.

Please consider bringing a school flag or color sign to help parents locate your team during lunch! Our staff & volunteers do not have the time or the team assignment information to direct each parent to the location of your team before or during lunch. We ask that you send information home to parents who may be joining you during lunch to help them find you wherever you may decide to eat lunch.

Rules

1. **Competitors must be enrolled in grades 3rd & 4th** or equivalent program ranking. Students may not compete at the same grade level more than once. All students MUST be res- idents of York County.
2. **Each team will be provided one set of study materials**. These are considered property of the school district, private school, charter school or home school group and are intended to be reused in successive competitions.
3. **All competitions are held outdoors rain or shine**. Students should dress for the weather.
4. **Changes** in scheduling or rules will be announced during the morning orientation.
5. Each team must have a **school-approved designated coach/chaperone**, 18 or older, who must supervise the team at the entire competition, or the team will be disqualified.
6. The **team members will travel through stations together and will compete as a team**. No more than **five (5) students per team**. Any team arriving on the day of competition with more than five students will be disqualified.
7. **Only team members, chaperones and official school personnel may be on the testing course during the event**. NO EXCEPTIONS. Family members & guests are invited ONLY to lunch and the awards ceremony. Family members and guests are welcome to roam the grounds & trails of Rudy Park during the competition. Contact with a team member by anyone other than a coach or approved adult during testing will be grounds for disqualification.
8. **Pencils/clipboards and water bottles are the only items permitted on testing circuit**, unless announced. No electronics – including phones – may be carried by team members. Any items found on a student that is not permitted will result in disqualification. Coaches MAY have phones with them. We ask that each coach bring a clipboard & pencil for each team.
9. **Cheating**, on the part of a coach or team member, **will result in disqualification** from the competition. Coaches/chaperones may NOT instruct their team(s) once the competition begins.
10. **Ribbons** will be awarded in proficiency levels. Awards may vary from year to year.
11. **Tiebreakers** will be used in the event of a tie(s), as necessary. The **judges' decisions will be final** on all issues of scoring on the day of competition
12. **Tests will be posted at lunchtime for team review**. No Tests will be handed out and Coaches may NOT keep copies of tests. Please **NO PHOTOS of the tests** when posted.
13. **No team member is permitted to leave a testing station without their coach or chaperone**! That includes going to the restrooms or to a vehicle. The coach or chaperone MUST accompany the student. The rest of the team should stay at the testing station with professional staff & volunteers. NO EXCEPTIONS.

We adhere to the Senior High rules and regulations of the PA Envirothon and NCF International Envirothon, with appropriate adjustments for the specific age-level events unique to York County's Envirothons.

Coaches Checklist for 3rd – 4th Grade: PLEASE USE

_____ **December 3rd – Deadline: School Registration**

_____ **January 10th – Study Session Registration Opens**

_____ **January 15th – Have you received your School Confirmation email?**

If you have not received your confirmation yet your school may NOT be registered.

Contact the Envirothon Coordinator if you have not received confirmation.

_____ **March 4th – Deadline: Team Registration & T-shirt Order**

If you do not register your team, you may not compete!

_____ **March 18th – Deadline: Register for Study Sessions**

_____ **March & April – Spring Study Sessions**

_____ **April 8th – Have you received your Team Confirmation email?**

If you miss this deadline, you may NOT attend the competition!

Contact the Envirothon Coordinator if you have not received confirmation.

_____ **May 10 – Envirothon Competition for 3rd – 4th Grade**

Located at John C. Rudy County Park