

Parent/Coach Tournament Guideline Checklist

- Review the registration list online** to confirm the following:
 - Any byes needed – do you need to miss a round? Will you be running late? Notify the TD asap via text message to 281.698.0068. Include the player's full name in the text message. If you decide to leave early and not play remaining rounds, notify the TD.
 - **Figure out what section of the tournament your player is in.** There are multiple sections in one tournament. Each section will have its own set of awards (trophies).
- If you registered to compete, you will be paired to play.** If you have arrived and round has started and an opponent has not yet arrived, you must wait for your opponent. A forfeit win is not issued until the time control runs out (1 hour).
- Will you be missing the tournament entirely?** You need to notify the TD via text message asap to 281.698.0068. This is important so that a player is not forced to wait an entire hour for their opponent to arrive. **Parents who register their kids and pull a no-show may be penalized by not allowing entry to future tournaments organized by The Chess Refinery.**
- Review the layout of the playing venue – a diagram will be on the registration page of the tournament. Familiarize yourself with where all the playing halls are located and skittles area and restrooms.
- Find the pairings online.** [Bookmark the link](#) in advance of attending the tourney. Do NOT TEXT asking when pairings will be posted. They will be posted when they are ready. We will do our best to notify everyone either via text or a megaphone announcement on-site.
- We will not have a “check-in” process. Prior to attending, review pairings online, determine what board your player is supposed to be at and get seated at the board upon arrival. Arrive no earlier than 30 minutes before round time start. Playing venue may not be ready until then for players.
- Parents/Coaches you are NOT allowed to be in the tournament playing hall while games are in progress.
 - Do NOT repeatedly open the door to check on the status of your player
 - We do not know how long it will take for your child to finish - a game can finish within 5 minutes or take up to the entire time control (1 hour or so).
- Make sure your player knows exactly where to find you after he/she is finished with his/her game each round. Coaches/Parents, you are REQUIRED to be present the entire time of the tournament and nearby. We are not baby-sitters. A chess tournament is not daycare. If you cannot be present, you must have a guardian overseeing your child.
- Players – you may watch other games, after you are finished with your game, but only if you are not talking, standing too close to the boards or being a distraction to others. If a TD asks you to leave the room, then you are not allowed back in until next round starts.

- Bring a DIGITAL chess clock and pencils for your child to do notation. The Chess Refinery will provide boards, pieces and notation sheets only. If you do not bring a clock and your opponent also didn't, then players will start without a clock and we will add one towards the end of the time control if needed. At that point the kids will be forced to move faster and finish the game within the time control of each round.
- All players will be required to record and mark their own game result on the pair chart. Missing results will be marked as a double loss for both players.
- Any conflicts or disputes in regards to a game must be handled "during the game" and addressed by the player to the TD. Parents make sure your child knows this. Any issues that come up after a game is already finished will not change any result that has already been marked on the pair chart. Parents are not allowed to make claims after a game is already finished. Only PLAYERS themselves can make claims or question a rule violation WHILE PLAYING DURING A GAME to the TD.
- Notation: Yes, it's required per USCF rules. Yes, it's enforced to a certain extent. If a player makes a claim, up to 2 minutes may be deducted from the player's time who is not keeping score. New unrated/beginner players will not be penalized up to the discretion of the TD. Definitely have your child learn how to do notation. It's needed for resolving player disputes and for your child to learn from the game notation (to see where mistakes were made to improve their game).
- Beverages ONLY at the board. NO EATING. No outside food is allowed in the hotel, period. Please eat all food at the mall food court or restaurants. The hotel is not allowing guests to bring in food.
- What is a BYE? Sometimes there is an "odd man out". It takes 2 players to play a game. If there's 31 players, then 30 players get to play and one player is forced to get a "full point bye" since there's no opponent available for that odd man out. If there's another 'odd man out' from another section available, then TDs may or may not pair these players against one another to form an "extra rated game". In this way, your child will get to still play a game that gets rated and also gets a free point that counts towards getting a trophy in the event. This option to get in an extra rated game is not always possible.