



## 2016 CHEER OHIO ARRIVAL/CHECK-IN & DEPARTURE PROCEDURES

**CHECK-IN:** You may enter the Denison University complex from either entrance (see map). **Check-in for all arrivals is at MITCHELL ATHLETIC CENTER** (located in Section I—Athletics/PE/Recreation section of campus--*Bldg. #70 on Campus Map*). *Be sure to follow the CHEER OHIO signs posted on the white café style signboards for most up-to-date traffic info; they will lead you to the MITCHELL CENTER.*

There is a link to a Denison University campus map on the OASSA website at:  
[http://www.oassa.org/images/uploads/Travel\\_Directions.DenisonCampusMap12\\_.pdf](http://www.oassa.org/images/uploads/Travel_Directions.DenisonCampusMap12_.pdf)

**Drop off/unloading:** Cars should park in the parking lots surrounding the MITCHELL CENTER (you may use any parking lot space not marked “Reserved.”) Buses should pull in to the “**Bus Parking Only**” lane to await further instruction on the actual drop off area for their teams. Parents are also welcome to park in the same parking lot and come into the MITCHELL CENTER while the groups get registered. Once the teams are registered they can return to their vehicles and drive to the appropriate residence hall location (residence halls are not assigned until just before camp begins).

**Registration:** Coaches should proceed to the Atrium (lobby area) of the **MITCHELL CENTER** for registration. Cheer Ohio staff will greet you there. Other arriving guests are invited to use the restroom or visit the concession areas in the MITCHELL CENTER while they wait for their coaches to get the teams registered.

Denison staff will assist buses/vehicles in navigating to their final housing destinations and ensure parking space for the buses at the residence hall locations. (*See page 2 regarding “oversize vehicle parking - advance notice to Denison”*).

**Campus Questions/Housing Matters/Assistance:** Contact the Denison staff right away; see contact info following on pg. 2.

Most camp instruction/functions will take place in the **MITCHELL CENTER** (*#70 on Denison map*), beginning with the Cheer Ohio Staff Demo at 1:00pm on the first day. Family/friends who are staying for the Day One opening activities may also park at the **MITCHELL CENTER** (*use front lots and NEW front entrance to building.*)

**Food/Meals:** **Lunch will be on your own the first day;** all other meals (beginning with dinner on Day One through breakfast the last day) will be provided at Denison. (*Concession food will be available for purchase by campers and guests on Check-In and Check-Out days in the MITCHELL CENTER. Also, the snack bar in SLAYTER UNION--Bldg. #8 on Academic Quad A, on map-- offers a full lunch menu, if you wish to purchase your arrival-day lunch on campus*). You may also bring a packed lunch or go into nearby downtown Granville for lunch (*check the Granville Chamber website to browse for the names of area restaurants.*)

**Pizza party** on last night at camp is at squads’ expense—see Pizza Party form for more info.

## 2016 CHEER OHIO ARRIVAL/CHECK-IN & DEPARTURE PROCURES – Pg. 2

### **COACHES: Please let Denison know about your oversize vehicle parking needs**

**(buses/large vans):** Send an e-mail no later than the day before your camp begins to: Vicki Sussman at [sussman@denison.edu](mailto:sussman@denison.edu) and Melissa Loomis at [loomis@denison.edu](mailto:loomis@denison.edu). Note in the subject line “CO Parking,” your school, and your camp date. In the body of your e-mail, please let them know:

- CO Camp date you’re attending
- Your School Name
- On-campus contact person (usually, coach’s and/or driver’s name and cell #)
- Description/size of your vehicle (type and length, if known)
- Whether your large van/bus is staying, and/or if it’s returning for pick-up final day

**CHECK-OUT/PICK-UP:** Check-out is by 12 noon on last day of camp. Campers and their luggage may be picked up at their assigned residence halls – *follow CHEER OHIO signs, or ask campus staff for assistance with directions*. Family/visitors arriving in time to watch Final Day awards may park in the **MITCHELL CENTER** parking lot (*see below*). Concession food will be available during Check-Out time in the MITCHELL CENTER.

**LATE ARRIVALS/EARLY DEPARTURES:** Campers who must arrive later than/depart earlier than rest of squad due to family or other commitments must be accompanied by parent/guardian OR released ONLY in compliance with your allowable School or District policy. For safety reasons, all such arrangements must be coordinated with your team’s Head Coach and such need communicated clearly to OASSA Cheer Ohio Camp Director Lenee’ at <[lenee@oassa.org](mailto:lenee@oassa.org)>

**ROOM KEYS:** Coaches should collect all room keys from their squad members and drop them off before leaving campus (*drop off in Atrium lobby area in the MITCHELL CENTER where you checked in on Day One.*)

**NOTE: Visitors** are welcome on Day One (from Check-In to 4:00 pm) and on Final Day (from 9:15am to end of awards). Visitors may park in the front parking lot areas of MITCHELL CENTER (*back parking lot is also available but there is NO public entrance to the building on the back side*).

### **Denison University Conference & Event staff contact info:**

Vicki Sussman, Coordinator	740-587-6461 (direct)	<a href="mailto:sussman@denison.edu">sussman@denison.edu</a>
Melissa Loomis, Assistant	740-587-6727 (direct)	<a href="mailto:loomis@denison.edu">loomis@denison.edu</a>
Missy Hannan, Assistant	740-587-5730 (direct)	
Dakota Reed & Matt Popowich	740-587-6459 (direct)	(Conference Interns)

If you have tried to reach Denison staff by phone or e-mail and there has been no response, call **Denison’s 24-hr. switchboard** at **740-587-0810** and ask for staffer to be reached via radio.

*Denison University has a “no pets on campus” policy.*

**OASSA, 8050 N. High St., Suite 180, Columbus, OH 43235-6484 Ph. 614-430-8311**  
**OASSA Cheer & Dance Consultant/2016 Camp Director: Lenee’ <[lenee@oassa.org](mailto:lenee@oassa.org)>**