



## Primary Teachers Promoting Chess

### **Ficheall.ie**

Ficheall.ie is a network of primary school teachers in Ireland who promote chess in their classrooms and schools for the social, cognitive and mental-fitness benefits it has for students.

### **Tournament Details:**

- **Students:** Ficheall.ie tournaments typically involve 160 primary schools students ranging from 1<sup>st</sup> to 6<sup>th</sup> class.
- **Chaperones:** Schools decide on the number of chaperones to send with their chess teams keeping in line with their own supervision and insurance policies. Chaperones are responsible for the students in their care at a Ficheall.ie tournament.
- **Times:** the venue is required for five hours in total from 9am until 2pm
- **Insurance:** Ficheall.ie takes out insurance with Allianz to cover the tournaments it organises each year.

### **Tournament Checklist:**

Ficheall.ie has a number of simple requirements of any venue to host a venue. The most obvious of these is enough table space and chairs to host 160 students and chaperoning students. See the tournament checklist on the next page for a list of these requirements.

Once the venue is reviewed using the checklist the completed checklist can be photographed and emailed to Ficheall.ie.

### **Reimbursement:**

When the tournament checklist is returned by email please indicate the cost of using the venue from 9am until 2pm.

Once the tournament has been completed an invoice can be emailed to Ficheall.ie. The amount will be paid for by cheque then.

## Tournament Venue Checklist

Item	Detail	Tick
1. <b>Parking, drop-off &amp; pick-up</b>	School teams may arrive by bus or by car. A Ficheall.ie tournament typically involves between 5 and 10 schools. <ul style="list-style-type: none"> <li>• Is there adequate drop-off and parking facilities?</li> </ul>	Yes
2. <b>Toilets</b>	It is the responsibility of the school chaperones to supervise students as they walk to and from the toilet facilities – not Ficheall.ie or the Tournament Host(s). <ul style="list-style-type: none"> <li>• Are there sufficient toileting facilities for the students?</li> <li>• Are the toilets close to the main chess-playing area?</li> </ul>	Yes Yes
3. <b>Tables and Chairs</b>	Ficheall.ie tournaments typically host 160 students. A venue requires 160+ seats and table space for 80 games of chess (rule of thumb: a four foot table can accommodate two games of chess; a six foot table – 3 games, an eight foot table – 4 games of chess) <ul style="list-style-type: none"> <li>• Does the hall have enough table space for 80 games of chess?</li> <li>• Does the hall have 160+ chairs to seat all students and teachers?</li> <li>• Will the venue set up the tables and chairs before the event starts (9am)?</li> </ul>	Yes Yes Yes
4. <b>Heating, Health &amp; Safety</b>	Many of Ficheall.ie tournaments take place in January, February and March when conditions can be cold. <ul style="list-style-type: none"> <li>• Can the venue be heated sufficiently for this time of year?</li> <li>• Is there a stocked First Aid kit available at the venue for minor injuries?</li> </ul>	Yes Yes
5. <b>Arbiter Facilities</b>	<ul style="list-style-type: none"> <li>• Are there available power sockets in the chess-playing area for the arbiter to plug in a laptop, printer and projector?</li> <li>• Is there a table suitable for the arbiter's laptop, printer and projector?</li> <li>• Is there a suitable blank wall for the arbiter to project to with a projector?</li> <li>• Can paper/card be temporarily blue-tacked to the playing space walls for the purposes of displaying fixtures?</li> </ul>	Yes Yes Yes Yes
6. <b>Microphone &amp; Speakers</b>	<ul style="list-style-type: none"> <li>• Can the venue provide a microphone and speakers for the chess tournament?</li> </ul>	Yes
7. <b>Breaktime Facilities</b>	<ul style="list-style-type: none"> <li>• Are there facilities for teachers to make a cup of tea and have their lunch?</li> </ul>	Yes
8. <b>Dimensions of hall</b>	Please list the approximate dimensions of the hall in metres <b>Width:</b> _____ metres X <b>Length:</b> _____ metres = _____ sq metres	
<b>Checklist completed by:</b>		<b>Date:</b>