



Appendix E: Competition Team Selection & Procedures

Spartan Robotics Team Handbook 2025-2026
FRC- Teams 971 & 9584
Mountain View High School

Purpose and Scope

This appendix defines how Spartan Robotics selects students for competition rosters and the expectations for all team members attending competitions. It applies to both Team 971 and Team 9584.

Competition is a core part of the FIRST Robotics experience. Because Team 971 has more active members than available competition spots, a fair and transparent selection process is essential. Team 9584 requires all team members to attend competitions as part of their commitment to the team.

This document also covers competition procedures, roles, conduct expectations, and rules that apply to everyone attending an event.

This appendix may be updated annually to reflect changes in process, timeline, or team structure without requiring changes to the main Spartan Robotics Team Handbook.



1. Team 971 – Competition Team Selection

1.1. Overview

Team 971 has approximately 45 competition spots available per event. These spots cover a range of roles including drive team, pit crew, scouting, strategy, and other support functions. Selection happens on a per-event basis, which means different students may attend different competitions throughout the season.

1.2. Selection Criteria

Students are evaluated using the following criteria, listed in order of priority:

1. **Contributions.** The most important factor is what a student has contributed to the team across all areas of work. This includes robot design, strategy development, outreach and awards preparation, manufacturing, and software. Students do not need to contribute in every area, but meaningful impact in one or more areas is expected.
2. **Productive Attendance.** Showing up matters, but being productive while present matters more. Students are expected to use their time at team meetings effectively, stay focused on assigned tasks, actively contribute to the work at hand and help keep the facility in a clean state. Attendance records and work summaries are used to evaluate this criterion.
3. **Team Focus and Attitude.** Competition team members represent Spartan Robotics at public events. Students must be positive team players who embody the values of the team and the FIRST core values. This includes being respectful to teammates and mentors, collaborating well across subteams, and maintaining a constructive attitude.
4. **Tie-Breakers.** When students are otherwise equally qualified, the following factors may be used to make final decisions:
 - Parent participation, including volunteering, supervision, carpooling, and chaperoning at events.
 - Disciplinary record. Students with active disciplinary measures may be deprioritized.

1.3. Selection Process

The selection process works as follows:

1. The Competition Lead creates a draft roster with input from other student leads and subteam leads.
2. The draft roster is reviewed and approved by the Lead Mentors. This review ensures the roster reflects the team's diversity and is free from bias.
3. The final roster is announced at least two weeks before the event.



1.4. Addressing Selection Concerns

If a student believes they were unfairly excluded from the competition roster, they may discuss their concern directly with the Lead Mentors and the responsible student lead. Only the student themselves may raise this concern — parents or other students may not do so on their behalf. The Lead Mentors will review the concern and provide a response.

1.5. Roster Changes

If a selected student cannot attend due to illness, emergency, or other valid reasons, the Competition Lead may call up the next eligible student for that role. The Competition Lead may also reassign students already on the roster and fill the resulting opening with a call-up.

Students should notify the Competition Lead as soon as possible if they cannot attend an event they were selected for.

1.6. No-Shows and Withdrawal Without Valid Reason

Students who are selected for the competition roster and fail to attend without a valid reason, or who do not meet the expectations outlined in this document, will have this factored into their selection for future events. Repeated no-shows or a pattern of unreliability may result in a student not being considered for competition selection.



2. Team 9584 – Competition Attendance

2.1. Overview

All members of Team 9584 (approximately 25 students) are required to attend competitions as part of their commitment to the team. There is no separate selection process — if you are on the team, you are expected to be at every competition.

2.2. Role Selection

Approximately four weeks before the first competition event, a role interest form is published for Team 9584 members. Students can express their interest in specific competition roles through this form. Role assignments are made based on student interest, skills, and team needs.

2.3. Competition Preparation Roles

The leads in these preparation roles work together with the corresponding Team 971 leads for all joint preparations, but are responsible for the 9584 portion of the work.

- **Competition Lead:** Responsible for preparing the team for the event, organizing pack outs, and ensuring all necessary gear is brought to the event.
- **Drive Practice Lead:** Organizes drive practices at EPA or other available fields. This includes the logistics of transporting the robot and arranging adult supervision.
- **Strategy Lead:** Prepares the strategy playbooks and organizes scouting training for all 9584 members.

2.4. Competition Roles

2.4.1. Strategy & Scouting

- **Strategy:** Prepares strategy for each match based on the playbooks. Coordinates with alliance partners on alliance strategy covering autonomous, teleoperation, and human player coordination.
- **Note Scout:** Collects qualitative data on all robots by watching matches and conducting pit scouting. Notes must be collected and made available for strategy to plan upcoming matches.
- **Data Scout:** Collects quantitative data about match performances including scoring, autonomous modes, reliability, and driver consistency.

Note: All 9584 members are expected to help with scouting. Scouting duties are mandatory for everyone attending an event.



2.4.2. Drive Team

- **Driver:** Drives the robot and executes the match strategy.
- **Manipulator:** Operates the robot's mechanism and coordinates with human player(s).
- **Technician:** Brings the robot to the field and sets it up for each match. This includes configuring the correct autonomous mode, loading game pieces, and verifying field setup.
- **Human Player:** Handles game pieces and ensures alliance robots can score as needed. Two different students may fill this role depending on the field position being played.

2.4.3. Pit crew

- **Mechanical:** Maintains the drive base and superstructure on the robot. Repairs the robot and prepares it for the next match based on a check list and functional test.
- **Electrical:** Maintains, repairs and checks all electrical systems on the robot. Ensures the robot is functional for each match.
- **Software:** Responsible for the correct functioning of the software on the robot. Prepares software fixes, updates to autonomous modes and maintains the driver station. Ensures that all software settings are correct for the next match.

Note: the pit crew will be max 5 persons, including the pit mentor. When needed people can be rotated in and out based on required skills or if we have multiple qualified candidates.



3. Eligibility Requirements

The following requirements apply to all students on both Team 971 and Team 9584 before they may attend any competition event:

- All applicable permission forms and field trip paperwork must be submitted and approved.
- Student must be registered in the FIRST portal for the current season.
- Student must be in good academic standing (minimum 2.0 GPA) as outlined in the main team handbook.
- Student must not have any active suspension or disciplinary action that prevents participation.

Students who have not completed these requirements by the deadline set by the Competition Lead will not be eligible to attend, regardless of their selection status.



4. Competition Expectations

All students attending a competition event must follow the expectations below. These apply to both Team 971 and Team 9584 members.

4.1. Commitment

- You must commit to being present for the full event. Most events run the entire weekend (Saturday and Sunday). Some roles require attendance on Friday for setup and preparation.
- All school rules for field trips apply at competition events.
- For travel rules, packing lists, and overnight trip expectations, see Appendix F: Travel Policies & Logistics.

4.2. Conduct at the Event

4.2.1. General Conduct

- Stay on the event premises at all times. Do not leave the venue without informing a chaperone or mentor.
- Team apparel — your outermost layer must be Spartan Robotics team apparel at all times. 971/9584 team shirts are required on Friday and Saturday.
- Be friendly and treat everyone — teammates, other teams, volunteers, and judges — with respect and kindness.
- Avoid discussing the performance of other teams in any way other than positively in public spaces.
- Uphold the positive reputation Spartan Robotics has built in the FIRST community.

4.2.2. Competition Roles

- Stay in your assigned role unless asked otherwise by a lead or mentor.
- Do not wander around the venue when you have a job to do.
- Frequently look for ways to help the team succeed.

4.2.3. Drive Team Interactions

When interacting with the drive team, do not discuss rankings, RP, Statbotics data, or match observations. Keep conversations supportive and off-topic to help the drive team stay focused and calm.

4.3. Communication and Reachability



- All reminders and updates are sent on Slack. Join the travel channels and check messages regularly.
- Phones are used for scouting — bring a charging brick. No games in the stands.
- Let adults know where you are at all times. You must be reachable by cell phone throughout the event.

4.4. The Pit

- The pit has limited space. Step out if it becomes too crowded.
- Think about how you can be helpful. Do not linger in the pit without a purpose.
- Balance kindness and intensity — the pit is a working space.
- Safety glasses are required in the pit at all times.
- Keep the pit clean and organized. It is a public-facing space.
- Ask questions if you are unsure about something.

4.5. Judging in the Pits

- Judges wear blue shirts and a "judge" badge. Be ready to showcase what the team does.
- No one should be alone in the pit when judges visit.
- Read the team's Technical and Outreach Documentation before the event.
- Talk about what you are proud of and what you personally contributed.
- If you don't know the answer to a question, direct judges to someone who does. Do not speculate or speak on topics you are unfamiliar with.

4.6. Youth Protection at Competitions

All FIRST Youth Protection Program rules apply at competition events. Key reminders:

- Always follow the "Rule of Three" — no student should be alone with a single adult. This applies when interacting with members of other teams as well.
 - If you find yourself alone or uncomfortable, bring in another student or mentor immediately.
 - Look out for your fellow teammates at all times.
 - If something doesn't feel right, let a chaperone know as soon as possible.
 - Report any concerns to a mentor, chaperone, or any other trusted adult.
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5. Team 971 – Competition Roles

5.1. Overview

Team 971 has approximately 45 student spots available per competition event. These spots are distributed across fixed roles that cover all aspects of competition operations. Adult roles (mentors, supervisors, and parent volunteers) are separate and do not count toward the 45-student cap.

After all fixed roles are filled, remaining student spots are allocated to scouting. Scouting serves as the flexible role to bring the roster to the full 45.

5.2. Competition Lead

The Competition Lead is the overall responsible student for the team during the event. This is one of the team's leadership roles. The Competition Lead oversees competition preparation, pack outs, and coordinates all team activities at the event. The Competition Lead also leads the Picklist Creation Team and represents the team during alliance selection.

Student count: 1

5.3. Drive Team

The drive team operates the robot on the field during competition matches. The Coach role is filled by an adult mentor.

Role	Count	Description
Driver	1	Drives the robot and executes the match strategy.
Manipulator	1	Operates the robot's mechanism and coordinates with human player(s).
Human Player	1	Handles game pieces on the field and supports alliance scoring.
Technician	1	Brings the robot to the field and sets it up for each match. This includes configuring the autonomous mode, loading game pieces, and verifying field setup.

Student count: 4



5.4. Pit Crew

The pit crew maintains and repairs the robot between matches. The pit crew is also responsible for equipment load-in and setup at the venue, typically on Friday before the event. Load-in is handled by a subset of the pit crew together with the Competition Lead.

Role	Count	Description
Pit Lead	1	Manages the pit area and coordinates all pit crew activities.
Pit Crew – Mechanical	2	Handles mechanical repairs, adjustments, and maintenance on the robot.
Pit Crew – Electrical/Batteries	1	Manages electrical systems, wiring, and battery swaps.
Pit Crew – Software	1	Makes software updates and configuration changes to the robot as needed.

Student count: 5

5.5. ACE Team (Alliance Collaboration & Engagement)

The ACE team handles communication and coordination with alliance partners during the event.

Role	Count	Description
ACE Team Lead	1	Leads alliance engagement efforts and coordinates the ACE team.
ACE Software Representative	1	Provides technical software expertise during alliance discussions. Helps alliance partners understand our robot's autonomous capabilities and software features.
ACE Team Members	2	Supports alliance communication, shares robot capabilities with partners, and helps coordinate match strategy across alliances.

Student count: 4

5.6. Match Strategy

The strategy team prepares and executes match-level strategy throughout the event.



Role	Count	Description
Strategy Lead	1	Leads the strategy effort and makes final calls on match plans.
Strategy Team	3	Analyzes scouting data, prepares match strategies, and supports the Strategy Lead.

Student count: 4

5.7. Picklist

The picklist team prepares alliance selection rankings used during playoff picks. The Competition Lead leads the Picklist Creation Team and represents the team during alliance selection. All picklist roles are filled by students who also hold other positions on the roster and do not add to the total headcount.

Role	Count	Description
Picklist Creation Team	3	Core group led by the Competition Lead responsible for building and maintaining the final picklist. Also represents the team during alliance selection.
Picklist Meeting Representatives	~10	Participate in picklist discussions and contribute to alliance selection rankings. Drawn from strategy, scouting, drive team, and other roles.

Student count: 0 (subset of other roles)

5.8. Scouting

Scouting collects and organizes data on all competing robots throughout the event. After all other fixed roles are filled, remaining student spots are allocated to scouting to bring the roster to the full 45. The total scouting headcount is typically between 20 and 25 students. The split between data scouts, note scouts, and offline scouts may vary per event based on team needs and the scouting system in use.

Role	Count	Description
Head of Scouting	1	Leads the scouting operation and coordinates all scouting activities.



Role	Count	Description
Data Scouts	~10	Collects quantitative data about match performances including scoring, autonomous modes, reliability, and driver consistency.
Video Scouts	~10	Collects qualitative data on robots by watching matches and conducting pit scouting. Videos are made available for strategy to plan upcoming matches.
Offline Scouts	0–3	Performs scouting tasks outside the main scouting rotation, such as tracking specific robots or gathering supplemental data. Used depending on the scouting system.
Match Recording	1-2	Records match video for post-match review and analysis.

Student count: 20–25 (adjusts to fill remaining roster spots)

5.9. Awards

The awards team handles the team's award submissions and presentations at the event.

Role	Count	Description
Impact Award Presenters	3	Delivers the Impact Award presentation to judges.
Awards Pit Representatives	2	Represents the team in the pit area during judge visits. Showcases team achievements and directs judges to the right people.

Student count: 5 (Impact Award Presenters can overlap with other roles)

5.10. Chief Legal Officer (CLO)

The CLO monitors match play for rule compliance and handles any formal interactions with referees or event officials. This role typically overlaps with a student already assigned to the strategy or drive team and does not add to the total headcount.

Role	Count	Description
Chief Legal Officer (CLO)	1	Reviews match play for rule violations, prepares and submits Q&A or referee inquiries as needed.



Student count: 1

5.11. Headcount Summary

Role Group	Student Count
Competition Lead	1
Drive Team	4
Pit Crew	5
ACE Team	4
Match Strategy	4
Chief Legal Officer	1
Awards	2-5
Scouting (including Match Recording)	20–25 (flexible)
Total Student Spots	~45

Note: Picklist roles, and Load-in Representatives are filled by students already counted in other roles. Scouting headcount adjusts to fill the remaining spots after all fixed roles are assigned.

5.12. Adult Roles

Adult roles are separate from the 45 student spots and do not count toward the student headcount.

Role	Count	Description
Drive Team Coach	1	Coaches the drive team and directs strategy execution during matches.
Drive Team Mentor/Advisor	1	Mentors the drive team and provides guidance.
Pit Mentor	1	Supervises and supports pit crew operations.
ACE Team Mentor	1	Supports the ACE team and guides alliance engagement.



Role	Count	Description
Scouting Mentor	1	Supports the scouting operation and helps with data analysis.
Match Strategy Mentor	1	Advises the strategy team on match planning and analysis.
CLO Mentor	1	Advises the CLO on rules and official processes.
Floating Mentors	Flexible	Available to support any area of the team as needed throughout the event.
Parent Supervisors Lead	1	Parent that coordinates all chaperones in the stands.

This appendix was last updated: August 2026

Next scheduled review: April 2027

For the most current version of this appendix and all team policies, visit the Spartan Robotics team website or contact team leadership.

Spartan Robotics

Mountain View High School

FRC Teams 971 & 9584

<https://spartanrobotics.org>