

Greater Windsor Track and Field Club Athlete-Parent Handbook

General

Each Member of the Club shall treat all other Members of the Club with respect , regardless of their position within the Club. Failure to do so may result in suspensions or denial of the privilege to participate within the Club. This may be temporary or permanent as seen fit by a majority of the Board of Directors of the Greater Windsor Track and Field Club (to referred to as the Board).

All Members will abide by the rules and regulations set forth by: Royal Canadian Legion Youth Sports Program, Athletics Ontario, Athletics Canada and IAAF. Each Member will conduct themselves both at practice and competition in a manner which would be deemed as “good sportsmanship”.

Joining The Club

The Club welcomes all ages from 5 years old and above, all abilities are welcome. If available the Club will hold a single day registration approximately one week prior to the start of the Season. Registration will continue for the first two weeks of the season prior to each practice. Registration beyond this time will be at the discretion of the Executive.

Club Dues

Club dues will be set at the discretion of the Board prior to the start of each new Indoor Season. Payment of fees are expected at the start of the Season in full by means of cash, cheque, debit, Visa, Mastercard or American Express . Post dated cheques with the balance paid within 60 days will be accepted. A minimum of 1/3 of the dues must be paid at the time of registration if post dated cheques are to be submitted. The post dated cheques must be submitted at the time of registration. Failure to pay the balance of Club dues will forfeit the privilege of practicing or competing with the Club until the balance is paid. There will be no refunds on any paid portion of dues except for the following exceptions: if injury or illness prevents the athlete from participating. Any refund will be pro-rated, the Athletics Ontario portion of the dues will not be refundable.

Travel

Any athlete who has not graduated the 8th grade shall not travel without a parent or legal guardian. A coach shall not assume guardianship of an athlete for the purpose of travel with the Club. Guardianship shall be in writing and legal in nature, the guardianship must be presented to the Executive for approval. Athletes are responsible for their accommodations and transportation costs. On occasion the Club may arrange accommodations and travel arrangements for athletes. Payment must be made in full for these arrangements prior to travelling. Any deposits or installments will only be refunded in the amounts that the Club has not charged for the arrangements. In the event an athlete decides not to travel or compete and the deposit is not sufficient to cover the Club's costs

Travel cont'd

that shortfall must be made up by the athlete. Failure to pay the shortfall will forfeit the privilege of practicing or competing with the Club. Athletes, if not otherwise stated, will be responsible for all their meal costs. Any additional room charges will be billed to the athletes within the room unless the athlete who incurred the charges comes forward. It will be the responsibility of each or the single athlete to pay the General Manager(s) for the charges. Failure to pay the balance will forfeit the privilege of practicing or competing with the Club until paid. This also includes any damages including but not limited to; rooms, facilities, vehicles and equipment.

Curfews set by the coaches or Board of the Club while travelling with the Club must be adhered to. This includes not being in the athletes own assigned room beyond the set curfew. Behavior disruptive to other Members and or hotel guests will not be tolerated.

The Club does not arrange travel or accommodations for parents or guardians. On occasion there may be additional rooms or seats available which may be made available to parents or guardians.

Failure to abide by the Club's guidelines may result in immediate expulsion from the event in attendance with no refund of fees, travel expenses or accommodations. Return to Windsor will be at the expense of the athlete if the athlete is to be returned prior to the event ending.

Meet Registration

By the very nature of the Sport competitions may and often are added throughout the Season. The coaching staff will decide which meets shall be "focus meets". Entry fees paid by the Club for "non-focus" meets will be at the discretion of the Head Coach, General Manager, Event Coach and Board. It is solely the responsibility of the athlete to be properly signed up for a competition. This responsibility includes completely filling out all information required on the sign-up sheet. The athlete is also responsible to know their personal best times for seeding purposes. If an athlete has a question regarding this process they are encouraged to ask their coach, the general manager(s) and or head coach. Sign-up sheets will be made available to the athletes at practices. There will be a definite cut-off date for signing up for each meet. This cut-off will be at the discretion of the Meet Director and the Club's General Manager(s).

If at anytime there are late registration fees incurred by the Club for a competition the athlete will be responsible for any such fees. If an athlete fails to compete at a meet which fees have been paid by the Club, the athlete will be responsible for those fees. Failure to pay any late or canceled event fees will result in the loss of privilege to practice or compete with the Club until paid.

The Club will attempt to the best of it's ability to notify athletes of upcoming meets.

Competition

All of the Club's coaches follow the Long Term Athlete Development Model as set forth by Athletics Canada. Athletes are given choices on which meets and events to compete in. The athlete's coach however has the experience and insight to know if an athlete is ready for a particular event or meet. It is strongly encouraged that

Competition cont'd

an athlete considers this advice if given by their coach. This includes limiting the amount of events an athlete competes in at a meet. Athletes are encouraged to discuss their level of readiness both for competing and training. It is at the discretion of the coaching staff which athletes will compete in relay events. An athlete signing up for a relay does not guarantee a spot on that relay or that a relay team will be entered.

Athletes are responsible to check into their event(s) on time. The check in windows are posted several days prior to the meet. If a check in window is missed the meet Director will not allow an athlete to compete. Athletes are responsible for event fees for missed events. Failure to pay the fees for missed events will result in the lost of privilege to practice or compete with the Club until paid.

Communication

With over 200 members in multiple disciplines communication can be a challenge. The Club will attempt to give all pertinent information to athletes in a timely manner. The Club will utilize two main methods of communication, the first being the Club website www.windsorlegiontrack.ca and weekly meetings. We encourage athletes and parents to view the Club website on regular basis for updates, policies, fees, contacts etc. At the beginning of each week a brief meeting will be held prior to practice, parents are encouraged to listen in. If an athlete misses this meeting it is in their responsibility and in the best interest of the athlete to find out what was discussed in the meeting.

Closing

This handbook is an attempt to address many common questions and concerns that arise. As situations arise or change, the Handbook may be amended. These changes will be at the discretion of the Board. The Club encourages and welcomes input from its entire membership.

By signing below I acknowledge and accept the terms of the Greater Windsor Track & Field Track Club Athlete-Parent Handbook,

Athlete's Name

Athlete's Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

Greater Windsor Track and Field Club Organization Structure

Each October an Annual General Meeting is held to review the Club's financial position, achievements and future plans. Election of the Board of Directors and Executive also takes place at the Annual General Meeting.

Executive:

The Executive consists of the following:

President , Vice-President, Treasurer and Secretary

Board of Directors:

Up to nine positions which include the following:

Parent Representative, Coaches Representative, Athlete Representative & Directors at Large

General Manger(s) & Head Coach:

The General Manager(s) & or Head Coach each have voting privileges at Board Meetings.

Event Coaches

Junior or Assistant Coaches