



MWYTC Handbook (updated 11.10.19)

REGISTRATION:

- **Team Roster**
 - We have two groups: High School and Middle School
 - We are limited to a roster size for groups due to facility size.
 - Renewing members have first priority with annual registration.
 - The number of new member roster spots will be determined after the renewal deadline.
 - New members will be added in the order their registration is received. **see waitlist*
- **Membership Waitlist**
 - Waiting new members are encouraged to submit their registration forms ASAP to secure their place on the membership waitlist.
- **Registration Forms**
 - **All** forms must be submitted before the online registration deadline or athletes will lose their spot on the roster.
 - All online forms can be found on our website <http://www.mwtc.com/youth/registration/>

Complete Registration Includes:

1. Registration Form
 2. Registration Fee
 3. Code of Conduct Form
 4. Waiver
 5. A Copy of Birth Certificate (If New Member)
 6. A Copy of Insurance (If New Member or if it has changed)
 7. Medical Form
- **Registration Fee**
 - Registration fee must be submitted before registration deadline or athletes will lose their spot on the roster.
 - The membership fee is subject to change every year.
 - Annual fees will be posted on the website.
 - **Registration Deadline**
 - Registration will take place every year in the month of October.
 - Registration deadlines will be posted annually on the website.

COMMUNICATION:

- Communication will be done primarily through **email** and the **website**. Information will also be shared on our **Facebook** page. Please feel free to contact Coach D via email, text or cell.
 - **Website-** <http://www.mwtc.com/youth/>
 - **Email-** diane.cummins@olympian.org
 - **Facebook-** Mountain West Youth Track Club
 - **Text Message-** 406-529-2013
 - **Cell-** 406-529-2013
 - **Mailing Address-** Po Box 2428, Missoula, MT 59806

PRACTICE:

- **Days/Times** (*subject to change annually*)-
 - **Winter Season:**
 - **Days, times and location will depend on what group you are in.** See online practice schedule and printable calendar.
 - **Summer Season:**
 - **Monday, Wednesday, and Fridays** Time- TBD

**No late pick-ups after practice. Parents are expected to be on time to pick up their child at the end of practice.*

- **Practice Locations**
 - **The Peak Health and Wellness Center**
5000 Blue Mountain Rd
Missoula, MT 59804
 - **Adams Center** (West Auxiliary Gym)
32 Campus Drive
The University of Montana
Missoula, MT 59012

Entrance and Parking Map – **see map on website**

Please use the East Door entrance of the Adams Center. You can park in the yellow highlighted parking lots (U and V) as well along Campus Drive.

- **Dornblazer Field** (UM Track - Summer)
Higgins & South
- **Attendance**
 - Attendance will be taken at practices.
 - For excused absences athletes must text their event area coach before the start of practice.
- **Missed Practices**
 - Athletes are required to attend practice 2 times a week in order to compete in the meets.
 - If athletes are consistently unable to attend practice 2 times a week they will not be able to compete in the meets.
- **Injuries**
 - Do not come to practice if you are injured and can't participate.
 - Try to discuss injuries with your coach either before or after practice time.
 - Coaches aren't medical professionals. If athletes are hurting they must seek medical help.
 - If you cannot practice the first 2 weeks because of an injury, you must give up your spot on the team.
- **Sickness**
 - Please do not come to practice if you are sick!
 - Sickness will count as an excused absence.
- **Track Safety**
 - Athletes will be training on a 2 lane 200m indoor track so space is very limited.
 - Athletes can exit and enter the track via the west stairs.
 - Athletes must keep the track clear until their scheduled practice time.
 - General rule- sprints will be working out in lane 2 and distance will be working out in lane 1.
 - Athletes need to be aware of where they are on the track at all times to avoid collisions.
 - Athletes must pay attention and listen to the coaches' instruction at all times.
 - ***If these safety measures are not followed athletes will be asked to leave practice.***

- **Peak Rules**
 - MWYTC are guests at the Peak Health and Wellness Center and we are expected to obey the following rules:
 - Athletes will have use of the locker room and track only. We **do not** have use of the basketball court, weight training equipment, swimming pool/hot tub or cardio equipment.
 - Noise level needs to be at a minimum and athletes need to be respectful of the Peak staff and members at all times.
 - Athletes are required to sign in at the front desk before every practice.
 - Athletes must keep the track clear until the practice time (7:00PM).

COMPETITIONS:

- **Meets**
 - We are a competitive track club, which means we expect our members to compete in the track meets but it is not mandatory.
- **Entry Process into the Meets**
 - All athletes will be entered in the meets by MWYTC.
 - MWYTC will pay for all event entries.
- **Meet Entry Form**
 - Before each competition, athletes must fill out an **Online Meet Entry Form** stating what events they want to participate in along with their time or mark in that event.
 - We suggest that athletes discuss what events to participate in with their event area coaches.
 - The **Online Meet Entry Form** must be submitted before its deadline or athletes will not be able to participate in the meet.
 - Travel space to the meets is limited so athlete participation will be determined by the order in which the **Meet Entry Forms** are received.
- **Opening Heights in Field Events**
 - Some meets that MWYTC compete in have high opening standards for some field events. For safety reasons, coaches will allow entry into these events for each athlete at their own discretion.
 - If the Pole Vault Coach is unable to attend, athletes will not be able to entry this event for the competition.
- **TRAVEL & ACCOMODATION:**
 - All costs of travel and accommodation will be covered by MWYTC. The cost of meals will be the athletes' responsibility.
 - Transportation to the meets will be on Beach Transportation buses. If we are over capacity we will rent Suburbans to transport athletes to the competition.
 - Athletes required to travel in the Suburbans are randomly selected. If you prefer to have your child not travel with the team we can meet you at the team hotel.
 - Seating on the bus will be; boys sitting with boys and girls sitting with girls.
 - Be respectful to the bus driver at all times and adhere to Beach Transportation safety rules.
 - Accommodation will be arranged by MWYTC.
 - Room requests will be considered but not guaranteed. Please give requests to event area coach.
 - No room changes will be allowed unless discussed and agreed upon by the coach.
 - Athletes may socialize in hotel in designated, approved, chaperoned areas. There are to be **ABSOLUTELY NO** boys in girls' rooms and **NO** girls in boys' rooms.
 - Athletes must stay in the confines of the hotel unless accompanied by a chaperone or authorized by their chaperone to leave.
 - Athletes must be in their designated rooms by 10:00PM, lights out by 10:30PM, quiet by 11:00PM.

- Itinerary - For every trip an Itinerary with all the detail pertains to the trip will be emailed and posted on the website. This itinerary will contain information including departure time, departure location, arrival time, hotel information, track location, competition schedule, what to bring and more.
- **Cancellation**
 - There will be a \$50 fee for athletes who pull out of a competition after the deadline to cover the cost of entry fee, hotel and accommodation.
- **Travel with Parents**
 - If an athlete is not going to be traveling or staying with the team at a competition they must indicate so on the **Meet Entry Form**.
 - Parents must be responsible in getting their child to the competition site at least 1 hour before their first scheduled event.
 - If an athlete plans on leaving the competition site with a parent, he/she must inform a coach/chaperone before departing.
- **CHAPERONES**
 - Please let coach D know if who are interested in being a trip chaperone.
 - 2-4 chaperones will be selected for each trip.
 - Transportation and accommodation will be provided for chaperones.
 - All chaperones must sign up as a volunteer through USATF where they will have to complete a background check and watch a Safe sport video.

EQUIPMENT:

- **Uniforms**
 - New athletes will be provided with a track singlet and a warm up jacket.
 - Athletes must wear their own black bottoms for competition and warm up.
 - Athletes are expected to wear team issued gear at the competitions.
 - If an athlete out grows their uniform they can order a new one through the swag sale or check with Coach D to see if we have any second hand uniforms.
- **Shoes**
 - Athletes are required to train in running shoes. Competition shoes are optional; these include a lighter training shoe and or track spikes.
- **Water Bottle**
 - Athletes are encouraged to bring their own water bottle to practice and competitions.
 - To avoid the spread of germs, athletes will refrain from drinking out of other athletes' water bottles.
- **Practice Gear**
 - Athletes are encouraged to have warmer clothes for after practice.

MEDICAL:

- If a medical emergency does arise, the coach will assess the situation and determine whether or not a 911 call is necessary.
- Parents or an emergency contact person (information provided on the online medical form), will be contacted immediately.
- No medical treatment can be given without parent's consent.

TEAM BANQUET:

- Team banquet and awards will be scheduled for a couple weeks after the last competition. Information will be emailed closer to the date.

VOLUNTEER REQUIREMENTS:

- **MWYTC** needs members to volunteer for the MWYTC Mimi Meet in January and the Mountain West Classic Cross Country meet in September. Please check for emails around these dates for sign up.

SWAG:

- Please support Mountain West Youth Track Club by buying apparel with the MWYTC logo. \$5 FROM EACH ITEM PURCHASED WILL BE DONATED TO THE CLUB.
- Sales will be 2-3 a year (November/January/May). Swag information will be posted and emailed during sale dates.

LETTERING:

- MCPS no longer allows lettering for high school Club Sports.
- MWYTC will recognize student athletes at the team banquet with an Award of Excellence
- An athlete will receive this award by reaching the athletics standard set forth by the coaches, maintain a GPA of 3.3 all season, and are in good standing with the club and the coaches.
- Grade Check needs to be submitted to Coach D by mid February each year.

CODE OF CONDUCT:

- Athletes and parents who do not follow the MWYTC Code of Conduct will kindly be asked to leave the team.
- Please refer to attached Code of Conduct requirements.

CODE OF CONDUCT:

ATHLETES:

1. Do your best to make every practice and be on time.
2. Arrive at practice ready to listen, work hard and learn.
3. Be supportive of all athletes on your team.
4. Show respect for coaches, officials, teammates and opponents.
5. Learn the rules and always compete by them.
6. Use only appropriate language around the club events.
7. Conduct your actions to promote sportsmanship.
8. Athletes do not leave the premises of track meets (even with parents) without informing a coach/chaperon.
9. ABSOLUTELY NO drugs or alcoholic beverages are to be in the possession of any team member at any time.
10. Athletes will compete in the designated MWYTC's uniform unless prior approval is received from the Head Coach.
11. Athletes will abide by the curfew will be set by the Head Coach and chaperones for each day of a respective competition.
12. Athletes may socialize in designated, approved, chaperoned areas. There are to be ABSOLUTELY NO boys in girls' rooms and no girls in boys' rooms.
13. Athletes are to remain in the confines of the dormitories, hotel, or competition areas unless accompanied by a chaperone or authorized by their respective chaperone(s) to leave.
14. While traveling, all athletes will turn in all electronic devices (phones, ipads, etc) by a designated time set by coaches or chaperones.

PARENTS:

1. Parents, coaches, adult volunteers, and friends of the MWYTC must be role models for children by conducting themselves as responsible, moral, ethical adults worthy of the respect and emulation of children.

2. Coaches will monitor attendance at practice, at track meets, etc., to provide safety and protection for your children. Parents are to inform your child's coach, in advance if your child will not be able to participate in a scheduled practice.
3. Parents are responsible for providing transportation for their children to and from practice, to insure safety and protection.
4. Parents are responsible for getting their children to practice and picking them up from practice on time. Coaches will NOT leave the premises of the track until ALL children are accounted for.
5. Parents are not permitted on the track or in practice areas during practice or meets.
6. Parents are not to remove their children from the practice field, competition site, the bus, etc. without letting the appropriate coach/chaperone know.
7. Support coaches and officials. Parental interference with Coaching will not be tolerated. Parents may discuss their athletes training/coaching program with coaches following practice.
8. Parents are to inform the coach of any special needs your child may have.
9. Support the club by volunteering to help with meets and fundraising events.
10. Any complaints or disagreements regarding coaches or the club shall be communicated to the MWTC Board of Directors via the following email: vpounds@mwtc.com

COACH CONTACT LIST

Vicky Pounds- Executive Director
406-830-5208
vpounds@mwtc.com

Diane ("D") Cummins- Head Coach
406-529-2013
diane.cummins@olympian.org

Jo Ruby- Head Distance Coach
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Dylan Reynolds- Sprints and Hurdles
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