



## MWYTC Handbook (updated 10.12.22)

### 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
  - Registration will be granted in order of sign up
  - If registration reaches capacity, we will have a waitlist in the order the registration is received
  
- **Membership Waitlist**
  - An athlete will be informed within the first 2 weeks of practice if they can be added to roster OR if there is no space for admission
  - No athletes will be added to the roster after first 2 weeks of practice
  
- **Registration**
  - All forms/paperwork/fees must be submitted before the online registration deadline or athletes will lose their spot on the roster.

#### **Complete Registration Includes:**

1. Online Registration Form
2. Registration Fee: Mail a check/Venmo
3. A Copy of Birth Certificate (If New Member)
4. A Copy of Insurance (If New Member or if it has changed)

- **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 through the following:
  - **Website-** <https://mwtc.com/youth-track-club/announcements>
  - **Email-** [diane.cummins@olympian.org](mailto:diane.cummins@olympian.org)
  - **Facebook-** Mountain West Youth Track Club
  - **Text Message-** 406-529-2013 Coach D
  - **Cell-** 406-529-2013 Coach D
  - **Mailing Address-** Po Box 2428, Missoula, MT 59806

## PRACTICE:

- **Days/Times and Locations** (*subject to change*)
  - Winter Practice schedule: <https://mwtc.com/youth-track-club/winter-program>
  - Summer Practice schedule: <https://mwtc.com/youth-track-club/summer-program>

Winter Season: Entrance and Parking Map – **see map on website**

*Please use the East Door entrance of the Adams Center. You can park in university parking when available as well as along Campus Drive.*

Summer Season: Dornblazer Stadium – *Please use south gates and parking between the track and student housing.*

- **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**
  - High School Distance, and Middle School 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.

## 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 / Fee**
  - Athletes competing in competitions must pay the travel fee prior to trip departure
  - Before each competition, athletes must inform their event coach what events they want to participate in along with their time or mark in that event.
  - We suggest that athletes discuss which events to participate in with their event coaches
  - Events must be submitted before the deadline or athletes will not be able to participate in the meet.
  - Space on the bus is limited so athletes will be determined by the order in which events/travel fees for competition 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 enter this event for the competition.
- **TRAVEL & ACCOMODATION:**

Travel and accommodation will be arranged by MWYTC. Athletes traveling with parents must meet the team at the competition one hour prior to first event.

  - **Travel**
    - The cost of meals will be the athletes' responsibility.
    - Transportation to the meets will be on buses. If we are over capacity we will rent Suburbans to transport athletes to the competition.
    - Athletes will be designated to Suburbans once the seating capacity on the bus has been reached.
    - Bus seating will be determined by order of meet sign up.
    - Athletes designated to travel in the Suburban: If you prefer to have your child not travel - 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 the bus transportation safety rules.
  - **Accommodation**
    - 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 no refund for athletes who pull out of a competition after the deadline.
- **Travel with Parents**
  - Athletes who have not paid the travel fee but are traveling to competition must inform event coach and let coach know which events he/she would like to participate in
  - Athletes cannot be entered into the meet after the deadline
  - 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 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 complete the Safe Sport Training.

## **EQUIPMENT:**

- **Uniforms**
  - New athletes will be provided with a team hoodie
  - Athletes competing in Track Meets will be provided with a team racing singlet
  - 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 secondhand 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 outdoor training and for after practice.
- **Pole Vault**
  - High School athletes are required to use their own poles or borrow/get permission from their respective school

## **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.

## **VOLUNTEER REQUIREMENTS:**

- **MWYTC** always need members to volunteer for the Mountain West Classic Cross Country meet during 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.

## **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 below to the Code of Conduct requirements.

## **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 ensure 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 [link here](#).

## COACH CONTACT LIST

**Vicky Pounds** - Executive Director  
406-830-5208  
[vpounds@clemson.edu](mailto:vpounds@clemson.edu)

**Diane ("D") Cummins** - Head Coach  
406-529-2013  
[diane.cummins@olympian.org](mailto:diane.cummins@olympian.org)

**Christina Wekkin** - Middle School Coordinator  
406-370-5902  
[christina.wekkin@gmail.com](mailto:christina.wekkin@gmail.com)