



TRACK & FIELD

**London Western Track and Field Club
-2020 Member's Handbook-**

Welcome to London Western!

Thanks for joining us. LWTF has a long history, dating back to 1970. Originally started as a training environment for Western University athletes during the summer, we are now a full-service club offering coaching for all event groups from elementary school kids to post-collegiate Olympians! It is a unique environment where kids just getting started in the sport may find themselves training alongside a national champion. This handbook is a guideline to help you navigate your way through the many programs we offer, events we host and general club operating procedures.

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Athlete Code of Conduct

All members of the London Western Track & Field Club (LWTFC) are expected to:

- Demonstrate through words and actions the spirit of sportsmanship, sports leadership and ethical conduct;
- Treat others with respect and refrain from negative or disparaging remarks or conduct;
- Be under the guidance and development of a member(s) of the coaching staff of the LWTFC, unless they have written approval from the Club Manager to do otherwise;
- Wear the provided LWTFC singlet when competing at Athletics Canada (AC) and Athletics Ontario (AO) sanctioned events as an athlete entered and registered with the LWTFC, unless they have written consent from the club manager to do otherwise;
- Avoid and reject the non-medical use of drugs or the use of performance-enhancing drugs or methods;
- Refrain from using alcohol and tobacco products LWTFC training sessions and/or competitive events;
- Refrain from the use of profane, insulting or offensive language;
- Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading or malicious;
- Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual advances or conduct of a sexual nature;
- Refrain from performing any pranks, jokes or other activities that endangers the safety of others or themselves, or damages the reputation, image, credibility or reputation of the LWTFC;
- Comply at all times with the bylaws, policies, rules and regulations of the World Athletics (<https://www.worldathletics.org/about-iaaf/documents/book-of-rules> , Book D), AC (https://athletics.ca/wp-content/uploads/2019/08/Rules-and-Bylaws-May-2019_ENG_Final.pdf), and AO (<https://athleticsontario.ca/wp-content/uploads/2018/11/Athlete-Code-of-Conduct-Policy-Final-26Feb17.pdf>), as adopted and amended from time to time.

Minor infractions are single incidents of breaching the expected standards of conduct that generally do not result in harm to others. Examples of minor infractions include, but are not limited to:

- Single instances of disrespectful comments or behaviour directed towards others;
- Single instances of unsportsmanlike conduct;
- Single instances of non-compliance with the policies and rules of Athletics Canada.

Major infractions are instances of misconduct that result, or have the potential to result, in harm to other persons, to the LWTFC, or to the sport of athletics. Examples of major infractions include, but are not limited to:

- repeated minor infractions;
- activities or behaviour that interfere with a competition or with any athlete's preparation for a competition;
- pranks, jokes or other activities that endangers the safety of others or themselves, or damages the reputation, image, credibility or reputation of the LWTFC;

- conduct that intentionally damages the image, credibility or reputation of the LWTFC, including entering a conflict of interest;
- behaviour that constitutes harassment, sexual harassment or sexual misconduct;
- abusive use of alcohol, any use of alcohol by minors, use of illicit drugs and narcotics, or use of banned performance enhancing drugs or methods.
- deliberate disregard for the policies and rules of IAAF, Athletics Canada, Athletics Ontario, and/or the LWTFC;

The following are examples of **disciplinary sanctions** that may be applied where it is found that an infraction has occurred:

- verbal or written reprimand;
- require a verbal or written apology;
- removal of certain privileges of membership or employment;
- suspension from certain events, which may include suspension from the current competition or from future teams or competitions;
- expulsion from membership.

It is understood that the above are representative penalties only, that they may be modified to fit the circumstances of the infraction, and that they are presented generally in order of severity.

Club Communication

Most official club communication is done via email. In an effort to maintain privacy, all mass club communication will utilize the “bcc” option when emailing groups. For general inquiries about club operation, you should contact the manager. For questions about practices, meets and anything training related, you should contact your coach. Should you have any concerns about anything, please contact the appropriate person in the club executive, based on your concern. Privacy will be respected in all situations. We have an app that we would like all members to download, it can be found here... <https://londonwestern.teamapp.com/>. It is highly recommended that you join our Facebook group. Our Facebook group is closed to the public and is for internal communication only.

Here are the links to our various social media platforms...

Facebook Group <https://www.facebook.com/groups/160035077353612/>)

Instagram: @Londonwesterntf

Our website, www.londonwesterntfc.com, is also a valuable resource for information. News releases, program info and an online store for purchasing club clothing can be found there.

Programs Offered

Junior Development: 7-10yrs, 11-13yrs

This program exposes kids to all event disciplines in the sport; endurance, sprints, hurdles, jumps and throws. The overall improvement in your child's athleticism will benefit all sports they participate in. Our goal is to expose kids to a sport that is the foundation for all other activities, and we strongly encourage kids to participate in other

sports, as well. Specializing in a sport at this age is counter to the Long Term Athlete Development Model in which our club is driven by. 11-13yr old athletes will have local and regional competition opportunities.

High School: 14-18yrs (includes Grade 8's)

This program is the next step beyond our JD program. Special consideration may be given to grade 7 kids after consultation with the coach. They must be physically and mentally mature enough to work in with the high school group. This is a rare occurrence.

Athletes still learning the basics of track and field may find themselves training alongside an aspiring national team member. It's a unique training environment managed by top-level coaches. As you get older and more developed as an athlete, programming and periodization play a larger role in your training. Athletes from this group compete at local, regional and national meets. Some may reach international-level competition. At this level, athletes will choose between Endurance (800m+) and Power/Speed (sprints, jumps, throws). Within the Power/Speed group, further specialization in a particular event area may occur.

Varsity/Post-Collegiate:

Athletes currently in USport or NCAA will have their spring and summer training/competition plan managed by Western University coaches. After consultation regarding your goals for the season and heading back to school in September, your program will be created and individualized. Discussion with your current school coach may be part of that consultation. We also offer post-collegiate programming for athletes continuing their athletic careers with an emphasis on national and international competition.

Competition Schedule

There are plenty of competitive opportunities available throughout the year, both indoors and outdoors. Below is a list of meets that the club tends to compete at, but there may be other meets that your coach wants you to compete in. Please communicate with your coach for other potential meets. Dates and locations of meets can be found in our app, or on the Athletics Ontario website.

CROSS COUNTRY

AO XC Championships
National XC Championships

INDOOR

Don Wright All-Comers
AO Combined Events and Prep Meet
AO U18/Open Provincial Championships
AO U14/U16/U20 Provincial Championships
Various meets in the US.

OUTDOOR

Bob Vigars Classic (Host club)
SWO Field Series (Host club)
AO U20/Open Provincials
London Distance Series
AO U14/U16/U18 Provincials
Legion District A Meet
U20/Open National Championships
Legion National Championships (U16/U18)

Dates and locations of most of these meets change. Most meets are on a weekend. Some are 1 day; others are 2+. Additional competitive opportunities may be available. Consult with your coach.

Meet Entry/Travel

Meet entry is the responsibility of the athlete, with the exception of these specific meets (Don Wright Team Challenge/Mustang All-comers, Bob Vigars Classic and all SWO Field Series meets). The club will cover the entry fee for these meets, as well as any relay entries at provincial and/or national championships. With regards to travel, the club helps organize accommodation and transportation for all athletes attending Legion National Championships, but it is still the athletes' financial responsibility. U20/Open Nationals travel and accommodation is the responsibility of the athlete, due to many athletes having their own plan. However, we do block off hotel rooms for members to book, so we can all stay together. Local and regional meets are the responsibility of the parents and we strongly encourage car-pooling. This includes meets as far as Toronto, Niagara and Windsor. That said, we never want lack of travel options to get in the way of a member competing, so reach out to your coach or the club, if a ride is needed. For AO Provincial Championships, the location will determine whether the club will make travel arrangements. For example, should AO's be held in Ottawa, the club would consider arranging group travel and accommodations. Traveling together is a great time to bond with your fellow club members, and feel more like a team. Ask any athlete that's been on a group trip and they'll tell you they enjoyed it. Traveling with the club is not mandatory, but encouraged when available. Coaches travel and accommodation is always covered by the club and when coaches are staying overnight, hotel info will be made aware to parents, should they wish to stay at the same hotel.

Volunteering

Volunteers are an integral part of the success of our club and our sport. There are plenty of opportunities to volunteer throughout the year and they are listed below. Club management will reach out to you when it is time to sign up for each.

Forest City Mustang Invitational (Major HS meet April 27th)
Bob Vigars Track Classic (High Performance Meet July 4th)
SWO Field Series Meets (3 smaller meets with various dates TBD)
AGM/Awards Gala – (End of November/Beginning of December)

AGM/AWARDS GALA

Transparency is important. We feel the awards gala is a good place to present where we stand financially and update members on operations, but the main focus of the evening is to celebrate our athletes' accomplishments for the year. Annual awards are presented, dinner served and we have guest appearances, as well as draw prizes. This evening is held in early December at Sunningdale Golf and Country Club and there is a small fee to help offset the costs. Non-members (anyone other than parents) are welcome to attend, but they will pay the full cost of the ticket.

FINANCIAL AID

Although track and field continues to be one of the most economical sports to participate in, there still may be a need to help offset the cost of a London Western membership. If you feel you require assistance, there are multiple options. KidSport and Jumpstart are 2 programs that provide financial aid to families for organized sport. More details can be found on our website. Please inform us prior to applying to either of those organizations. Those that qualify for KidSport or Jumpstart will automatically qualify for additional assistance from the club. If you do not qualify for the above programs, you may fill out an application for assistance directly from us. Priority will be given to eligible athletes that fit 1 or more of following criteria...

1. Member of a multi-child family and/or living in a single-parent household.
2. Family/Parent receiving assistance from any other program (documentation required)

Application available for download under RESOURCES on our website.

HIGH PERFORMANCE FUND

Elite athletes have additional expenses beyond the average club athlete. Professional services, personal equipment and travel costs to higher quality competitions, which are often outside of Canada, all add up. The club has created a fund to help offset those costs. Money is accessed through an application process and deadlines will be announced well in advance. A sub-committee of board members will review applications. To qualify for this funding, you must meet the following criteria...

1. Be 16 years of age, or older
2. Ranked top 5 in Canada as U18 or U20 in previous season. Confirmed on AC Rankings.
3. Ranked top 10 in Canada as a senior in previous season. Confirmed on AC Rankings.
4. Be an up to date member of the club.
5. Must not be carded or receiving Quest for Gold

Application available for download under RESOURCES on our website.