

**Trevor-Wilmot
Timberwolves Athletic
Handbook
2022-2023**

A Guide for Parents, Student Athletes, and Coaches



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I. Purpose of Handbook

The Trevor-Wilmot Consolidated Grade School Athletic handbook is prepared as a guideline for our athletic program. It is designed to provide parents, student athletes, and coaches a source for requirements and policies pertaining to the athletic program. We have attempted to include all areas, potential challenges, and circumstances that normally occur in the daily performance of duties. However, all possible situations cannot be planned for in advance. Procedures for particular situations not covered by this handbook will be communicated as they occur. Rules for athletes unique to individual sports are not included in this handbook. It is the responsibility of the coaches to convey the rules for those specific sports.

II. Philosophy of Trevor-Wilmot School Athletics

District Mission Statement: *Together with families and community, our mission is to create a student-centered comprehensive, equitable learning environment fostering personal and academic excellence.*

The primary purpose of middle school athletics is to build a foundation for total development-academically, athletically, socially and emotionally. Emphasis will be placed on providing a positive athletic experience that will aid in the smooth transition from elementary school to high school. It is Trevor-Wilmot Grade School's intent to develop physical skills and to enhance a student's cooperation, teamwork and sportsmanship skills.

All competitive sports at Trevor-Wilmot School are considered excellent opportunities for student's growth. All student-athletes who participate in sports are expected to be committed to academics, practices, games, their teammates, and leadership.

Breakdown & Guidelines

Conference basketball teams play an A, B, and an optional C-team schedule; an A and B-team schedule in softball and volleyball; and field one team in track and cross country.

The A-team is a competitive level of play. Players are preparing for possible high school competition by developing more advanced game strategies, fundamentals and playing in more contests. Playing time is determined by a number of factors including ability, knowledge and other criteria specified by the individual coaches. A-team athletes are not required to play in a game nor are they guaranteed a certain number of playing minutes. *The coach decides the amount of playing time each A-team player receives.*

The B-team is a beginning level where players work on fundamentals and then are given the opportunity to practice those skills in a game situation. The B-team is viewed as a building block for future A-team competition, fundamental skill development, and learning to develop team play. Because of this, all B-team members are required to play in the B-team contest.

The optional C-team has the same philosophy as the B-team but is composed of only sixth grade student- athletes. *The coach determines the number of minutes that each player plays in B or C-team games.*

III. Sports Offered and Their Season

- A. Boys and Girls Softball (September-October)
- B. Boys and Girls Cross Country (September-October)
- C. Girls' Basketball and Cheerleading (October-December)
- D. Boys' Basketball and Cheerleading (December-February)
- E. Boys' and Girls' Volleyball (February-April)
- F. Boys' and Girls' Track (April-May)

Students can participate in softball and cross-country at the same time. Cross country meets will take place on different days than softball games.

IV. Eligibility

Students in 6th through 8th grade are eligible to participate in the athletic program. Student-athletes are expected to maintain eligibility throughout the sport season. Any student-athlete who misses 30% of the games in a season for unexcused reasons will be dismissed from the team. The principal may grant an exception depending on circumstances for pre-arranged excused absences. Any tournament and/or competition will count as one game only.

Breakdown of 30% policy by sport: Softball (2 games = 30%) Basketball (4 games = 30%) Cheerleading (4 games = 30%) Volleyball (2 games = 30%) Track (1 meet = 30%) Cross Country (1 meet = 30%)

Students who quit the team must wait one week before attending a game as a spectator.

A. Drugs, Alcohol, and/or Nicotine Products

Students who are caught with drugs, alcohol, and/or nicotine products (for example: cigarettes, tobacco, liquid nicotine, vaping supplies, etc.) on school premises will be immediately removed from the team.

B. Academic

Student Athletes that are academically ineligible will be identified and notified through a Skyward missing work report, run each Wednesday by the athletic director/coach. Four or more missing assignments on the missing work report, makes the student ineligible for one week competition and practice. (Thursday through the following Wednesday).

Once missing assignments are less than four, student athletes will be reinstated for practices only.

C. Attendance

Unexcused absences: If a player has an unexcused absence from a practice or a game, they will not be allowed to participate in the next game. This includes, but is not limited to detentions, not telling a coach personally they will miss a practice, or being in school and not showing up to practice. If a player has three unexcused absences, he or she may be dismissed from the team.

Excused absences: Could include but are not limited to family emergencies, family vacations, or illness. Coaches must be notified if a player cannot attend practice or a game by the parent or player. Sending word with anyone other than the player or guardian is not acceptable, and will be considered unexcused. Absences from practice or a game may affect the playing time of future games.

Physical Education absence: Any student-athlete who does not participate in PE class that day due to an established injury or illness will not be allowed to participate in any after school tryout, practice, tournament, competition, meet, and/or game.

Absence from School: Students are expected to be in school every day. In order to participate in a try-out, practice, and/or game, students must be in attendance at least the second half of the school day, from 11:25 a.m. to dismissal. The principal may grant an exception depending on circumstances.

D. Using Good Sportsmanship with Conduct and/or Language: Respect the officials of the contest. Officials of any contest have been trained, tested, and in most cases certified to arbitrate. A fundamental aspect of good sportsmanship is to accept the officials' rulings whether you personally agree with them or not.

1. **Respect Opponents:** Openly display respect and appreciation for opponents, their coaches, and their fans at all times. Opponents at your school are guests and should be provided the best accommodations and hospitality possible. Appreciation for their skills and effort should be displayed.
2. **Do Your Best to Win!:** Sportsmanship is doing your very best to prepare to win. The best sportsmanship is to prepare to the best of your ability, to compete to the best of your ability at all times, and to accept the outcomes without excessive celebration or excessive displays of disappointments.
3. **Derogatory comments and/or unsportsmanlike language is not allowed.** No opposing player or teammate may be singled out by number, name or position with negative comments and/or gestures of any kind during practice or competition. Players who demonstrate unsportsmanlike conduct may receive disciplinary action from their coach, athletic director, and/or principal.

E. Unserved Detentions All detentions must be served before the student-athlete is allowed to participate in a practice or game. Detentions may affect the student-athlete's playing time in a game. The coach will determine all playing time. Missed games will count towards eligibility. The coach's decisions are final. A student who receives administrative action for a disciplinary referral may not attend an after-school activity until the detention is served.

The following steps will be taken in the event a student athlete attends an athletic activity while ineligible:

1. The student will be told by an administrator or athletic director that he or she must leave immediately.
2. The student will be asked to leave the area of the event. An administrator or other school employee will call the student's home and inform the parent that the student must be picked up immediately.
3. If the parent is unavailable, the emergency contact on the student's registration form will be called to pick up the student.
4. If a parent/emergency contact cannot be reached, the student will be placed in a room away from the event for the duration of the event.
5. Law enforcement will be called if rude, disrespectful, belligerent and/or abusive behavior is exhibited by the student.
6. ***Students are not permitted to walk home.***

F. **Ready to Play:** We believe that student-athletes must be ready to play in a game.

Attire: Student-athletes are required to wear appropriate attire for practice and school provided uniforms for games. Jewelry is not allowed during practices or during games.

Away Games: Students must travel on the bus with the team for away games to be eligible to play. Exceptions may be made by the principal or other administrator if arrangements are made at least one day in advance.

Home Games: Student-athletes must be at school with their uniform at least one hour before the game. Student-athletes must follow their coach's instructions for being prepared for play. Exceptions may be made by the principal or other administrator.

G. **Proof of Physical:** Student-athletes are required to have a physical exam during their first year of participation in any sport. Every student athlete must have passed a physical examination from a doctor prior to the start of their first sports season. The

student or parent must provide proof of a passed physical to school to have on file.

H. **Permission Slip:** Parent permission slips need to be completed during registration.

V. **Tryouts:** In every sport, with the exception of track and cross country, there are A and B teams. These teams will be selected by the coaches through observations during tryouts and practices. All coaches' decisions will be final.

- All sixth-eighth grade students are eligible to tryout for athletic teams.
- All tryouts are closed to visitors and spectators.

VI. **Practices/Contests**

It is essential that student-athletes attend all scheduled practices. Coaches will provide schedules in advance of the season. Failure to attend practice may affect playing time and/or dismissal from the team.

All practices are closed to visitors and spectators, except for one practice to be determined by the coach.

VII. **Injuries /Concussion Management**

Student Accident/Illness/Concussion, parents who inform coaches and teachers that their child is being treated by a healthcare professional for a concussion must provide written clearance from that healthcare professional for full or limited participation in class, practice, activity, or competition. Prior to receiving written clearance from a healthcare professional, students who have sustained a concussion may not participate in any school-related physical activities.

Please see Board Policy Student Accident/Illness/Concussion [po5340](#)

Concussions can occur during practice or at events when the school nurse or health aide is not available. In these cases, the coach should initiate the concussion assessment by documenting the athlete's signs and symptoms on the signs and symptoms checklist. In the case where the appropriate health care provider is present, a complete concussion assessment will be carried out. When a concussion occurs, the athlete will not return to play or practice the same day of the concussion and until cleared by a healthcare professional.

Before a student athlete can participate in sports, parents must watch an instructional video about concussions and complete a short quiz. In addition, parents will be given a concussion facts sheet. (See Attachment 3: Wisconsin Fact Sheet for Athletes). Parents

only need to view the concussion management video once during the school year.

Coaches will be given a coach's concussion facts sheet. (See Attachment 4: Coaches' Fact Sheet.)

CONCUSSIONS

[Caring for Your Child's Concussion](#)

[How Can I Help My Child Recover After a Concussion? \(Recovery tips for parents\)](#)

[Returning to School After a Concussion: A Fact Sheet for School Professionals](#)

[Please see the Student Accidents/illness/Concussion Board Policy po5340](#)

INJURIES during the school day

All injuries must be reported to a teacher, nurse or to the office staff. If minor, the student will be treated and may return to class. If medical attention is required, the office will follow the school's emergency procedures. Students may not text or call their parents to pick them up from school. A student who becomes injured or ill during the school day must request permission from the teacher to go to the office. The health room staff or office staff will determine whether the student should remain in school or go home.

In the case of a serious accident that is not life threatening, the school staff will make a reasonable attempt to contact parents prior to calling outside medical personnel. The school nurse/administration will determine if and when it is necessary to call the rescue squad. If paramedics are called, parents/guardians (or their emergency contact if they are unable to be reached) will be notified. There is often a fee for such services that will be charged to the parents.

VIII. Communication between parents, student athletes, and coaches

All parents or guardians of student athletes must attend a **mandatory** parent meeting at the start of each sport season.

A. Communication You Should Expect from Your Child's Coach (at least 3 weeks before the first game)

1. Coach's and program's philosophy
2. Individual and team expectations
3. Location and times of all practices, special equipment, off-season conditioning
4. Team requirement, i.e., special equipment, off-season conditioning
5. Procedure followed should your child be injured during practice or games
6. Any discipline or behavior that may result in the denial of your child's

participation on the team.

B. Communication Coaches Expect from Parents

1. Concerns expressed directly to the coach after a 24 hour waiting period.
2. Notification of schedule conflicts well in advance.
3. Specific concerns with regard to a coach's philosophy and/or expectations
4. Support for the program and dedication, commitment, and responsibility that are essential ingredients for success.

C. Appropriate Concerns to Discuss with Coaches

1. The treatment of your child, mentally and physically
2. Ways to help your child improve and develop in a sport
3. Concerns about your child's performance. Coaches make decisions based on what they believe is best for the team and all the athletes involved.

D. Issues Not Appropriate to Discuss with Coaches

1. Playing time
2. Play calling
3. Team strategy
4. Other student athletes

E. Discussions with Coaches

1. Call to set up an appointment
2. If the coach cannot be reached, contact the Athletic Director
3. Please do not confront a coach before, after, or during a practice or game.
4. Please wait until the next day to have a private discussion with the coach about your concerns.

F. The Next Step

1. Call and set up an appointment with the Athletic Director to discuss the situation.

IX. Athletic Awards

A. In order to receive an athletic award, a student athlete must complete the full season for the sport. Completion of a season means that the student-athlete remained on the roster for the entire season.

B. Academic and athletic ceremonies are typically held in the month of May to recognize students and athletes for their accomplishments. Certificates and medals are awarded to student athletes for their participation in a sport:

1. Sixth grade - bronze medal
2. Seventh grade - silver medal
3. Eighth grade - gold medal

D. Athletes of the Year

1. Each year, Trevor-Wilmot School recognizes the top male and female eighth grade student athlete with an "Athlete of the Year" award.
2. At the end of the sport season, the head coach submits the names of the top two athletes to the Athletic Director using a specific form.
3. The student listed in the number one position is awarded two points. The student listed in the number two position is awarded one point.
4. At the end of the school year, the Athlete of the Year is determined by counting the total number of points received for each student. The student with the highest number of points will receive the honor.
5. The Athlete of the Year will be announced at the graduation ceremony.

X. Uniforms

Student-athletes will be issued uniforms from the school for their sport. It is the responsibility of the student-athlete to take care of their uniform. It is the responsibility of the student-athlete to cover the cost of any uniform that is ruined or lost. Please check laundering tags to make sure uniforms are properly washed. Uniform tops may be worn to school on game days only. Cheerleaders may wear the full uniform to school as long as sweats are worn underneath.

XI. Travel

Transportation will be provided to and from games. *In the case of weekend tournaments, transportation will have to be provided by the parents.* On occasion transportation will be provided if a game occurs on a Friday starting before 6:00 P.M. Any games starting at 6:00 P.M. or after parents will be responsible for their child's transportation. If a parent wishes for their child to ride home with them, they must check out with their coach prior to leaving.

XII. Westosha Athletic Conference

A. Conference Philosophy

The primary purpose of middle school athletics is to build a foundation for total development-academically, athletically, socially and emotionally. Emphasis will be placed on providing a positive athletic experience that will aid in the smooth transition from elementary school to high school.

Conference teams play an A and B team schedule in softball, basketball, and volleyball and field one team in track. The B-team is a beginning level where players work on fundamentals and then are given the opportunity to practice those skills in a game situation. The B-team is viewed as a building block for future A-team competition, fundamental skill development, and learning to develop team play. Because of this, all B-team members are required to play in the B-team contest. The number of minutes that each player plays is determined by the coach.

The A-team is a more competitive level of play. Players are preparing for possible high school competition by developing more advanced game strategies, fundamentals and playing in more contests. Playing time is determined by a number of factors-attitude, ability, knowledge and other criteria specified by the individual coaches. Athletes are not guaranteed a certain number of playing minutes. The coaches decide the amount of playing time each player receives.

It is the Conference school' intent to not only develop physical skills but to enhance a student's cooperation, teamwork and sportsmanship skills. It is the Conference's desire that the athletic experience should be fun, enjoyable and provide an incentive for continued participation.

B. Code of Conduct

Teaching values that enrich the educational experience of our student athletes is one of the goals of extracurricular competition. The Westosha Conference views good sportsmanship as one of those important values and, therefore, continually works to instill that into our programs. We also believe that the coaches, spectators and officials should work together to enhance the lessons of sporting behavior. This athletic code of conduct serves as a guideline to member schools as we work together to promote fair play, ethical behavior and integrity within our athletic programs.

Expectations of Coaches, Students, Parents, Spectators and Officials.

Be an exemplary role model by positively supporting teams in every manner possible, including the content of cheers and signs.

Treat opponents, other fans, coaches, and participants with respect at all times.

Recognize outstanding performances on either side of the playing field or court.

Realize that attending an event is a privilege to observe a contest and support the schools' activities, not a license to verbally assault others or be generally obnoxious.

Respect the judgment of contest officials, abide by rules of the event and display no behavior that could incite unsporting acts.

Respect the rules of each individual school and abide by them even though they may differ from your own school.

C. Miscellaneous conference policies

1. All coaches must teach their players proper respect for officials, opponents, and everyone else attending the contests.
2. Profane language must not be tolerated at any time.
3. Coaches must supervise players to insure that no property is damaged at the host school.
4. Coaches will set an example of good sportsmanship for their players.
5. Discipline rules and policies for spectators of the host school must be followed.

6. If the offended person feels that a serious violation of any of the above written policies have occurred, he or she should write letters of reprimand to the school board and administration of the offending school.
7. Players shall not wear any jewelry when participating in any contest or any sport.

Directions to Schools in the Westosha Conference

Bristol-Take Highway C east to Highway 45 North. Turn left(west) on 82nd Street, go two blocks and then turn left on 202nd Ave. The entrance to the school is at the end of the block.

Brookwood- Take Hwy C west to Hwy W. Turn right on W to Hwy F. Turn left on Hwy F to Hwy P. Turn left and take Highway P south until it forms a 'T'. Turn right and then turn right on O (1st right turn). Follow to Hunter's Ridge Subdivision. Turn left and follow to the school located on the left side of the road.

Lakewood- Take Hwy C west to Hwy W. Turn left on W to Hwy C. Turn right on Hwy C to Hwy KD. Turn right on Hwy KD. Turn left on Hwy C to Hwy Z. Turn right on Hwy Z school will be on your right hand side.

Randall- Take Hwy C west to Hwy W. Turn right on W to Hwy F. Turn left on Hwy F to Hwy O. Turn right on O to Hwy F. Turn left on Hwy F to the school.

Raymond-Take Hwy C east to Highway 45 north. Go through Union Grove. Turn right on Highway 20(east). Turn left or north on Highway U. Follow Highway U to Raymond School located on the left side of the road. (approximately 4 1/2 miles).

Riverview-Take Hwy C to Hwy B Turn Right. Go into Silver Lake continuing on Hwy B. Turn left on either Prosser or Evergreen Street. The school is straight ahead.

Salem-Take Hwy C east to Hwy 83. Take Hwy 83 North and Salem will be on the right side approx. 3.5 miles

Union Grove-Take Hwy C east to Highway 45 north. Turn right on 18th Ave , then left on Milldrum. School is on the right side of the road.

Wheatland- Take Hwy C west to Hwy W. Turn right on Why W to Hwy F. Turn left on Hwy F to Hwy O. Turn right on Hwy O. School will be on the left hand side about 4 miles.

Yorkville-Highway 50 east to Highway 45 north. Go through Union Grove. Turn right on Highway 20. School is on the right side of the road.

Lake Geneva Badger- Take Hwy. C west to Hwy. W. Turn right on W and take that until Hwy. 50. Take Hwy. 50 west. Travel on Hwy. 50 until you get to the intersection with Walmart on left and Walgreens on right. At that intersection you will take a left onto Edwards Blvd./Hwy. 120. Travel on 120 until you reach N. Bloomfield rd. Take a right and you will see Lake Geneva Middle School located on your left. The track is located at the middle school.

Williams Bay- Highway W North out of Wilmot, go west on Highway 50 for 16.7 miles, turn left on East Geneva St. (this will be all the way through downtown Lake Geneva), turn left on WI-67 N and school will be on your right 1.2 miles ahead.

Parent Informational Sheet

Please fill out information so that coaches may reach the parents with any information regarding their child's sport.

Athlete's Name: _____

Parent's/Guardian's Name: _____

Phone Number: _____

E-Mail: _____

Text: Yes / No (please circle one)

We also ask that when you receive a message from a coach that you reply with a confirmation that you received the message.

Student/Parent Athletic Contract

As a member of any Trevor-Wilmot School athletic team, I agree to abide by the rules and guidelines established in this handbook. I also will abide by any rules established by my coach for the season of my sport(s) as determined by the coach or Westosha Athletic Conference. I understand the rules, and agree to follow said rules, and understand the consequences if I break any of them.

Athlete _____ Date _____

I have read the terms of this policy. I agree to uphold and follow through consistently with the guidelines established. I understand that the consequences for my child are non-negotiable should my child be in violation of any of these rules.

Parent/Guardian _____ Date _____

This form must be signed and returned before your child is allowed to participate in athletics.