

New Berlin Track and Field

Rules and Policies - 2026 Season

Junior High Coaches:

Boys: Michelle Burger

Girls: Robert Dunn

Assistant Coach: Steve Staley

I. Academic Ineligibility

- As stated in the New Berlin handbook, high school students participating in extra-curricular activities must meet all IHSA standards in order to participate; junior high students participating in extra-curricular activities must meet all IESA standards in order to participate. In addition to those standards, New Berlin Schools also require that participants must be passing all subjects. Grades will be checked on a weekly basis with reports printed on Friday by 9:30 am.
- If a student is found ineligible on a Friday report, then the extra-curricular ineligibility starts on Sunday and runs through the following Sunday. Athletes considered ineligible will not be allowed to compete at any meet. Participation in practices will be at the coach's discretion.
- If a student is declared ineligible for any three weeks during the season, he/she may be dismissed from the team by the head coach/sponsor. Coaches will attempt to notify parents/guardians of ineligibility status. These standards shall be extended to managers as well.

II. Drugs & Alcohol

The New Berlin High School Athletic Handbook states: *"In order for our student-athletes to represent our school in an appropriate manner, students representing Pretzel sports shall refrain from the purchase, distribution, use, or possession of any form of tobacco, alcohol, and/or drugs."*

- Students at New Berlin High School who are involved in athletics and/or extra-curricular activities are subject to random drug testing through testing done by CUSD #16 and the IHSA.

Violations of this policy will be handled in the following manner:

1st offense: suspension from participating in 1/4 of the meets for that season

- 2nd offense: suspension from athletic competition for 365 days

III. Excused & Unexcused Absences from Practice or Meets

The coaches have the discretion to determine whether an athlete's absence from practice is excused or unexcused. In order for an absence to be considered excused, the athlete's parents must notify a coach prior to, or on the day of, the absence. Appropriate forms of communication include: parent/guardian face-to-face communication with the coach, GroupMe private message, e-mail, written note, or phone call. Athletes excused from school for an illness the day of practice or a meet will receive an automatic excused absence for that day.

Excused Absences will be handled in the following manner:

- 1st and 2nd Excused Absence: Noted in attendance log
- 3rd Excused Absence: Suspended from competing in the next meet

Unexcused Absences will be handled in the following manner:

- 1st Unexcused Offense: Conference with coach and parents. Suspended from competing in the next meet
- 2nd Unexcused Offense: Suspended from competing in the next two meets
- 3rd Unexcused Offense: Dismissal from the team

☐ **If a student-athlete has an UNEXCUSED absence for a track meet without notification to coach or school, then the athlete will be automatically dismissed from the team.**

Late to Practice or Meets

Athletes are expected to be dressed (in appropriate attire) and ready at the scheduled practice start time. Athletes are expected to be at the gym ready to leave 15 minutes prior to scheduled bus departure time for away meets. If an athlete misses the bus he/she will not be allowed to participate in that day's meet.

- 1st Offense: Verbal warning
- 2nd Offense: Extra laps at practice, or extended practice times (coach's discretion)
- 3rd Offense: Meeting with parents plus a one meet suspension or dismissal from the team (coach's discretion)

IV. Behavior Infractions

All New Berlin athletes are expected to represent our school in a positive manner. It is expected that all athletes observe an appropriate code of conduct in the classroom, on the track & field, on the campus, and away from the campus. The following are the consequences for school issued referrals

1. Lunch detention
 - a. 10 or more - phone call home to parent/guardian, extra work at practice
2. After school detention
 - a. 1 - phone call home
 - b. 2 - sit out next track meet
 - c. 3 - sit out next 2 track meets
 - d. 4 - removal from team
3. Saturday detention
 - a. 1 - sit out next track meet
 - b. 2- conference with parents, sit out next 2 track meets
 - c. 3 - removal from team

V. Practices

1. All athletes are expected to attend practices and stay for the entire duration of the practice
 - a. Prearranged absences must be approved by a coach
2. Practice times are at the discretion of the coaches. Any updates or changes to practices will be communicated via GroupMe.
3. If an athlete is disrespectful, acting inappropriately, creating disruption amongst teammates, and/or refusing to participate in practice, the parents will be contacted and asked to come get them. After 2 offenses a parent meeting will be scheduled. If the behavior continues the athlete may be removed from the team.

4. Practices are closed, meaning no parents, guardians, siblings, etc. are allowed to attend practices.

VI. General Appearance

- Athletes are encouraged to remove wristbands, leg bands, neck bands, or jewelry during practice and/or at meets (this includes times at the meet when an individual might not be participating).
- Athletes are expected to have their hair groomed so that it is not in their eyes or kept in a manner that may risk entanglement.
- Athletes are required to wear appropriate clothing to practice and each meet. This includes weather appropriate attire. Athletes dressed inappropriately in appearance or for weather will be considered unexcused and will not be allowed to practice in practice or the meet.
- Specific Apparel rules
 - Both boys and girls
 - Tennis shoes and spikes (if needed) are a MUST
 - NO jeans
 - Boys
 - Shirts must be worn at all times
 - Shirts may be sleeveless, but they must cover the chest and stomach area
 - Girls
 - Shirts must be worn and completely cover their midriff and torso
 - Appropriate shorts are:
 - Those that go to mid-thigh
 - Spandex and/or gym shorts that have a liner
 - No part of the bottom is allowed to show. Girls will be asked to change into their PE clothes if this occurs.

VII. Competition-Placement in Events

Athletes will be placed in events at the coach's discretion with the goal of balancing what is best for both the individual athlete and the overall team.

While event placement is often based on performance, such as who is the fastest, or who can jump or throw the farthest, other factors may also be considered.

Examples of additional considerations include:

- Attendance and Effort: An athlete who has consistently missed practices, shown a lack of effort, or displayed a poor attitude may not be selected for certain events, even if they perform well.
- Injury or Illness: If an athlete is recovering from an injury or illness, their event placement may be adjusted to prioritize their health and long-term success.
- Reliability: In events such as relays, consistency and dependability are crucial an athlete may be capable of running a fast time but may not be selected if their attendance or commitment has been unreliable.

Ultimately, the coaching staff will make event placement decisions with the goal of helping athletes develop their skills, contribute to team success and maintain a positive, supportive environment.

VIII. Competition-Day Protocol

- Members of the team may be asked to assist with home track meets. If they are asked in advance they will be expected to show up on time and not leave until they are released by a coach.
- Members of the team shall show respectful behavior at all times. Infractions shall be governed by the rules in the School Handbook and presented to the school principal.
- Members of the team are to show up dressed and with all gear for home and away meets.
- Appropriate gear includes, but is not limited to:
 - Uniform, shoes (practice and race if different), appropriate warm up attire any event implements (pole, shot put, discus, etc.)
- Under no circumstances will electronic devices be allowed in competition areas. Usage of these items may result in ejection of the meet or the loss of team points by the meet official.
- Athletes that miss an event or race will receive a consequence under the guidelines set forth in section III of this document.

IX. Home Track Meet Parent Volunteers

Hosting a successful home track meet requires teamwork from not only our athletes but also the support of parents, guardians, and even siblings. Volunteering is a **great opportunity for students to earn service hours** and for families to contribute to the success of our team.

We will provide a **NBJH Track & Field Volunteer Quick Reference Guide** outlining each volunteer role and its responsibilities. Additionally, we offer **in-person training sessions after practice** to help volunteers feel confident in their duties. If you would like to schedule training prior to meet day, please contact a coach.

Why Volunteer? Front-Row Seat to the Action: Volunteering gives you the best view of the competition while playing a key role in making the meet run smoothly.

- **Flexibility to Watch Your Athlete:** We understand the desire to see your athlete compete. Many volunteer roles are scheduled in shifts, allowing you to step away when your athlete is performing. If needed, you are welcome to arrange a substitute to cover your spot briefly during their event.

Important Commitment Note:

If you sign up for a volunteer position but an emergency prevents you from fulfilling your role, please **notify the NBJH Pretzel Track GroupMe as soon as possible** to seek a replacement. While we understand that emergencies happen, it can be challenging for coaches to secure last-minute replacements while preparing for the meet.

Thank you in advance for your time and commitment. We couldn't do this without you!

X. Transportation

Students must travel to and from events on the bus or school-provided transportation. Students may be released to their parents at away events provided the following conditions are met:

- The parent must be present to take the student from the bus after roll has been taken or by prior arrangements made through the coach and/or principal's office.

- A parent must make prior arrangements in writing prior to the event with the coach for the release of his/her student to another parent or acceptable adult. In order to ride with another adult, two (2) notes must be provided: one from the parent giving permission and one from the adult who will be taking responsibility for transportation.
- Only a parent/guardian or pre-approved adult may take a student from the bus.
- The bus driver may not release a student to the student's parents. Release must be made by the coach or principal.
- Coaches will establish a sign out sheet for parents/guardians wishing to take their son/daughter home from games.
- Students who miss the bus will not be allowed to participate in the game or event. Under emergency situations, with direction of the school athletic director, this rule can be challenged.

XI. Miscellaneous

- All school issued items (uniforms, warmups, etc.) must be returned in the same condition by the assigned date. Any lost items will need to be replaced by the athlete at cost.
- The coaches have the final decision as to who competes in what events and meets. Infractions of any rules explained in this document can and will be part of the decision for an individual's placement in a meet.
- Any student interested in pole vault will need to be able to complete at least 5 complete pull ups. This is for safety and liability reasons.
- Any athletes with asthma are required to bring their inhaler outside to each practice with them. This helps to ensure the athletes' safety.

XII. Athletic Awards

There will be a team party and awards ceremony at the end of the season in which the following awards will be handed out for 6th, 7th, and 8th grade divisions: Most Valuable Player, Most Improved Player, Charlie Hustle Award, and the Sportsmanship Award. Each athlete on the team roster will also receive a participation certificate at the end of the season

XIII. Student Managers & Assistants:

- Are subject to all team rules including proof of insurance, returning parent contact information, and completing the signed agreement.