



**WAUKEE**  
**LACROSSE**

**CLUB**  
**HANDBOOK**

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## **Welcome**

Welcome to the Waukee Lacrosse Club!

This handbook outlines the policies and expectations of the Waukee Lacrosse Club (Waukee Lacrosse).

The club's board of directors and coaching staff believe that it is important that you are properly informed of club policies and expectations so your membership in Waukee Lacrosse is a positive and rewarding experience.

The content of this handbook, including club policies and member expectations, may be changed or updated at any time without notice.

Additionally, all players, coaches, volunteers, and parents of Waukee Lacrosse are encouraged to read the complete policies and procedures of any and all leagues and/or tournaments where Waukee Lacrosse may compete.

## Program Philosophy

The Waukee Lacrosse program philosophy is one of developing youth as well as successful teams. The organization believes its primary role is to develop the character of our youth resulting in future upstanding members of society. The Waukee Lacrosse organization understands that the life lessons taught to our players will carry far beyond the field, and that preparing them for competition entails imparting values and strategies that will impact them long beyond their playing days. The program strives to develop and improve positive citizenship among the program's participants.

The team endeavors to win, but not at the expense of learning, development, and most importantly, the enjoyment of playing the game. Participation in the Waukee Lacrosse club program is a privilege and not a right and should provide our players a chance to grow on and off the field as well as developing life-long relationships and love for the game.

Every effort will be made to support the team with the best facilities, equipment and most qualified staff available. Coaches will teach the specific skills necessary for improvement as a lacrosse player and provide guidance in the development of self-realization, good sportsmanship, cooperation, leadership, ethical behavior, and an appreciation for the importance of practice and a strong work ethic. The following information outlines key tenets of our philosophy.

**Academics** – Academics are of great importance to Waukee Lacrosse. This is a school-first club program. It is expected that all players attend their classes regularly and do all required schoolwork to maintain eligibility throughout the school year. Education opens doors to the future and needs to be a priority.

**Attitude** – Attitude is the most important influence in a player's success. A positive attitude will help the player succeed on and off the field. A poor attitude not only affects the player, but also those around them.

**Character** – Development of the individual is more important than winning. Players will be held accountable for their actions and are expected to contribute to a positive culture. Their actions will affect their success. Good character will be demonstrated in all facets of the player's life. Players will learn to make good decisions in the development of their character.

**Effort** – Best effort is expected at all times on and off the lacrosse field. Skill-based play through lacrosse is one of the ways that players learn that it will take effort to be successful in life.

**Respect** – All players, coaches, and parents **WILL** respect each other, the rules, the officials, the opponents, and themselves. No one person is more important than another. Disrespectful behavior will be addressed by the Waukee Lacrosse Board and the coaching staff.

**Fundamentals** – Lacrosse is a skill-based sport, and fundamentals play a vital part of the game. Fundamentals will be practiced every day during the season. Players wanting to get better and earn playing time can do so by practicing fundamentals on their own time in addition to during practice.

## **Player Development Approaches –**

The club fields several teams and while skills and techniques will be taught at all age levels, each team differs in the approach of balancing individual player development, playing time and team success.

The Middle School programs train players in the basic skills of lacrosse. Equal playing time among players is not guaranteed, however, the philosophy at the Middle School level is to emphasize player development over wins. The coaching staff will attempt to keep disparity in playing time amongst team members to a minimum. The emphasis at the Middle School level will be to develop the skills of the team members in order to enhance their ability to compete at the Junior Varsity and Varsity levels in the future.

The Junior Varsity program focus is to train players in the skills of the sport. League competition begins at this level and Waukee Lacrosse will afford as many players as possible the opportunity to participate within the league schedule so that they may achieve their fullest learning and performance levels. While equal playing time among players is not guaranteed, the philosophy at the Junior Varsity level is to emphasize player development over wins. There are times in the game that are considered ‘coach time.’ These are key times in the game when coaching strategy and player performance may be emphasized over equal playing time considerations. This is generally when the team is serving a penalty, trying to take advantage when our opponent is serving a penalty, or the last quarter of a close game. The emphasis at the Junior Varsity level will be to develop the skills of team members in order to enhance their ability to compete at the Varsity level in the future.

The Varsity programs will continue to develop lacrosse players and utilize those players who show the greatest ability in a variety of skills and represent good sportsmanship and strong work ethic. Team members who are more able will be the primary participants. The Varsity teams are for players who have learned the basic skills well and perform them both in practice and in competition. Role specialization of players will become more evident which is necessary at this level of play for the team to be competitive. Players may be used in specific roles for the benefit of the entire team. Therefore, while an effort is made to allow as many players as possible to compete, the more advanced players will receive the majority of the playing time.

The Varsity teams will strive to compete at the highest levels possible in any league or tournament competition. Team members who display leadership and/or enthusiasm, in combination with basic skill development, may enhance their opportunity to participate at both the Varsity and Junior Varsity levels of competition.

Some team members may participate at both the Varsity and Junior Varsity level simultaneously, but likely to differing degrees.

## **Player Policies & Expectations**

### **General Eligibility Requirements**

The following represent the requirements that must be met by a player to be considered eligible to participate with Waukee Lacrosse. The Waukee Lacrosse Board of Directors shall have the right and discretion to refuse participation to any individual. Participation as a player with Waukee Lacrosse is a privilege, not a right.

#### **All players are required to be individual members of US Lacrosse.**

A player shall not participate in any lacrosse-related activity with Waukee Lacrosse until a US Lacrosse Individual Membership Registration has been completed, appropriate fee paid to US Lacrosse, and a copy of the registration and current US Lacrosse number with expiration date is provided to the Team Manager or player's coach. The only exception to this policy is a player that wants to try lacrosse by attending no more than 2 practices. As long as the potential player submits a completed Waukee Lacrosse Parental Consent Waiver and Release Form prior to the 2-practice trial period, they may participate in practice only.

Waukee Lacrosse requires that all incoming players report any outstanding financial obligations to other US Lacrosse-registered organizations. As a member of US Lacrosse, Waukee Lacrosse will not place a player on our roster until the outstanding financial obligations with any previous club or program are satisfied and the player is considered in good standing with that organization.

#### **All player fees/dues must be paid in full to participate and be considered in good financial standing with Waukee Lacrosse.**

A player may request a release from Waukee Lacrosse to compete with another club by filling out and submitting a Team Change Form to the Board of Directors. The issuance of a release by Waukee Lacrosse is at the discretion of the Board of Directors. Under no circumstances will such a release be issued unless the player has completed all financial commitments to and is in good standing with Waukee Lacrosse at the time the release is requested.

A player may request to transfer into the Waukee Lacrosse program without moving within our boundaries. Any such request will be submitted to the Board of Directors. The Board of Directors will only approve transfers that provide evidence of extenuating circumstances. All requests to transfer require approval by the team the player currently plays for.

High School Change requests approved by the Waukee Board of Directors will then need to be presented to the governing body of the league for final approval.

#### **Players must be eligible to participate in their local school's athletic programs.**

In order to determine the specific eligibility rules that apply to any individual player, it will be necessary for the parent to review their individual school's student handbook or contact the

appropriate school officials. Typically, any student moving/transferring into a new school district who has been declared ineligible under a prior district's Student Activity Conduct Code or equivalent policy will not be eligible for participation in competition until the full period of ineligibility, as identified by the prior district, has been completed.

Waukee Lacrosse will comply with all regulatory laws including state concussion regulations and protocol.

**COMMISSION OF A MISDEMEANOR:** Players who are charged with or who are convicted of a misdemeanor, who self-report a violation of the criminal code of Iowa or the United States, or who are the subject of public records identifying a specific player and describing conduct which is a violation of the criminal code of Iowa or the United States will face consequences that, at a minimum, follow school policy and could be greater at the discretion of the Waukee Lacrosse Board up to and including dismissal from the program.

**COMMISSION OF A FELONY:** Players who are charged with or who are convicted of a felony, who self-report a violation of the criminal code of Iowa or the United States, or who are the subject of public records identifying a specific player and describing conduct which is a violation of the criminal code of Iowa or the United States will face consequences that, at a minimum, follow school policy and could be greater at the discretion of the Waukee Lacrosse Board up to and including dismissal from the program.

**ALCOHOLIC BEVERAGES AND CONTROLLED SUBSTANCES-** The penalties outlined in this section deal with the sale and/or distribution of any substance for which distribution is controlled by law based on age or health factors. Included are alcoholic beverages, controlled substances, look alike or substitutes, or any substance represented to be an alcoholic beverage or a controlled substance. Players will face consequences that at a minimum follow school policy and could be greater at the discretion of Waukee Lacrosse up to and including dismissal from the program.

Use, possession, or being under the influence of alcohol, controlled substances (other than medication prescribed for the player by the individual player's physician) tobacco, e-cigs, AVPs, or mods is strictly prohibited. Players will face consequences that at a minimum follow school policy, and could be greater at the discretion of the Waukee Lacrosse up to and including dismissal from the program.

**SUSPENSION FROM SCHOOL:** Any suspension from school will lead to an automatic suspension from lacrosse for the duration of the school suspension.

**EXPLUSION FROM SCHOOL:** Any expulsion from school will lead to automatic dismissal from the Waukee Lacrosse program for the duration of the expulsion. Upon returning to school, a letter on school letterhead confirming the reinstatement of eligibility will be presented to the board to then be considered for reinstatement to the lacrosse program.

**BULLYING, HAZING, HARASSMENT:** Waukee Lacrosse supports only those activities which are constructive, educational, and contribute to the intellectual and personal development of the

club's players. Waukee Lacrosse unequivocally opposes any situation created intentionally to produce the mental or physical discomfort, embarrassment, harassment or ridicule of its players.

Any behavior that is deemed to be hazing, bullying, or harassment, through any means, will not be tolerated. In addition, any requirements by a player or parent which compels another player or parent to participate in any activity which is against Waukee Lacrosse policy or state/federal law will be defined as hazing.

Any violations will lead to a minimum of a one game suspension for the first offense. The player will be dismissed from the program for the second offense. Violation of Iowa law in regard to hazing, bullying, or harassment may result in legal criminal/civil prosecution.

**LANGUAGE:** Foul language is not allowed. Racist, homophobic, anti-religious, and other discriminatory language will not be tolerated.

**PRACTICES & GAMES:** Players are required to attend all practice sessions and games. Absences will only be excused for illnesses or extreme circumstances and must be approved by the coaching staff. Notification must be made as soon as possible before practices or games. Failure to attend practices or games without an excused absence will result in disciplinary action at the sole discretion of the coaching staff. Players are expected to be on the field, in gear/appropriate attire, ready to go, **no later than** the start time of practices and/or games. Practices and games start promptly and anyone not ready to participate will be deemed late. Consequences for tardiness are at the discretion of the coaching staff and may include, but are not limited to, additional conditioning, requirement to carry equipment and loss of playing time.

All players are expected to help the coaching staff and other club members prepare fields for play both before and after practices and games.

Waukee Lacrosse values the safety of our players. Players are prohibited from driving themselves to games or Waukee Lacrosse activities outside of the greater Des Moines/Ankeny area. Players must be transported by parents or others over the age of 25. Transportation may be provided by a sibling as long as they are over 21 years of age. Consequences for violation of this policy may include loss of playing time, suspension, or dismissal from the program.

Waukee Lacrosse allows for only current players, Waukee Lacrosse coaches, members of the Board of Directors, team managers, and invited game-day volunteers to be on the field, including the sideline. This policy applies to all practices and games, whether home or away.

Any behavior or action deemed detrimental to the Waukee Lacrosse program will be addressed by the coaching staff and/or Discipline Committee in a fair and timely manner. The consequences will match the infraction. The infraction will be investigated to the fullest reasonable extent.

## **Disciplinary Appeal Procedure**

Any player who believes his/her privilege to participate in Waukee Lacrosse activities has been restricted without good cause has the right to immediately appeal the decision as follows:

1. A written request stating the justification for the appeal is to be presented to the Team Manager within two days of the decision. Team Manager will forward the appeal to the Discipline Committee.
2. The Discipline Committee will review the matter and issue a decision, within three calendar days, to the player.
3. The decision of the Discipline Committee may be appealed, within two calendar days, to the Board of Directors by written request stating the justification for the appeal of the Discipline Committee decision.
4. The Board of Directors will ensure it has a quorum and convene to review the case and uphold or dismiss the action within ten calendar days.

At each level of the appeal process, the decision shall be presented in writing and shall state the facts, the evidence taken into consideration, and the reasons for such decision. The Chair of the Discipline Committee or the President of the Board of Directors shall be responsible for preparing the written decision for the body, as applicable.

When appealing a decision of the Discipline Committee, the player and the Discipline Committee Chair or their designee shall have the right to appear before the Board of Directors to present a written statement, ask questions, and to be questioned.

## Coach and Volunteer Expectations

**All coaches are required to be individual members of US Lacrosse.**

A coach shall not participate in any lacrosse related activity with Waukee Lacrosse until a US Lacrosse Individual Membership Registration has been completed, appropriate fee paid to US Lacrosse, and a copy of the registration and current US Lacrosse number with expiration date is provided to the Team Manager. All coaches must undergo background checks and can do so through their membership with US Lacrosse. Failure to receive a “green light” on a background check results in automatic disqualification from US Lacrosse and the Waukee Lacrosse. Coaches are required to renew their background checks every 2 years per US Lacrosse guidelines. Club volunteers that have significant contact with players may be asked to join US Lacrosse and/or undergo a background check. The team manager and/or club officials will determine who requires a background check.

Waukee Lacrosse also encourages its coaches to become certified as a coach by US Lacrosse, and to commit to continuing education to further hone their coaching skills and stay abreast of developments in the game.

## Parent Expectations

Waukee Lacrosse recognizes the important role parents play in the operation of the club and the development and success of our players. We expect parents to review this handbook, player rules and expectations, and the parent expectations below to ensure that the parents and players are fully committed to Waukee Lacrosse prior to completing registration, forms, and making payments for participation. Here are the club’s basic expectations of member parents:

- Support your son/daughter.
- Support the entire team and program.
- Support the coaching staff in a positive manner – let the coaches coach.
- Honor the time of the coaches and managers by dropping off and picking up players **on time**.
- Communicate with coaches and managers of any expected delays in dropping off/picking up your player.
- Encourage your player to practice on their own time in addition to scheduled practices.
- Encourage your player to first communicate with their coach directly about any concerns he or she may have, not through parent-coach communication.
- Do not interact with coaches and players during games, warm-ups and post-game team discussion.
- In the event you have concerns that need to be addressed with the coach, please honor the 24-hour rule following any games or practices before making contact.
- Please reply in a timely manner to club and team communications.
- Have fun and volunteer your time to help the club succeed.
- Foul language is not allowed. Racist, homophobic, anti-religious, and other discriminatory language will not be tolerated.
- **Honor the game! Display good sportsmanship at all times!**

## **Weather Policy for Practices/Games**

Cancellation or schedule change notifications will be posted to the club's social media sites (Facebook, Twitter etc.) as soon as a determination is made. Waukee Lacrosse will also communicate changes via email and/or text when possible.

## **Player Safety and Protection**

Waukee Lacrosse cares greatly about the safety and protection of its players. Any and all forms of physical and sexual abuse and/or misconduct are strictly prohibited. Waukee Lacrosse requires the highest standard of integrity for its members to ensure that abuse and misconduct do not occur at any level.

No member of Waukee Lacrosse may engage in behaviors that are considered child sexual abuse, sexual misconduct, physical abuse, or physical misconduct. Parents, coaches and volunteers must report suspicions or allegations of sexual or physical abuse of players or any youth to local or state law enforcement and child protective services.

As mentioned earlier, all club coaches and volunteers deemed to have significant contact with players are required to undergo and pass a background check based on the guidelines of US Lacrosse.

## **Non-Discrimination Statement**

Waukee Lacrosse Club does not discriminate on the basis of race, creed, color, religion, national origin, sex, marital status, sexual orientation, gender identity, physical or mental disability, or socioeconomic status in programs and activities.