

## **2024 Board Members**

President: Danielle Wernis

General Manager: Jake Finseth

Secretary: Dayna Thorman

Treasurer: Scott Mikula

Communications Director: Travis Wilson

Football Director: Niko Grandchamp

Cheer Director: Kylie Stokes

Football Equipment Manager: Dan Orlando

Cheer Equipment Manager: Katelyn Bojanzyk

Concessions Director: Lindsay Blain

Fundraising: Joel Fortin

Volunteer Coordinator: Jeanette Mikula

**Please direct any questions regarding this handbook to:**  
**[ojwcommunication@gmail.com](mailto:ojwcommunication@gmail.com)**



## **2024**

# **OXFORD JR WILDCATS**

## **Football and Cheer Handbook**

### **Our Mission Statement**

To provide the youth of Oxford and its neighboring communities with a fun-filled, educational program using the activities of football and cheerleading to promote friendship, teamwork, and a healthy physical lifestyle.

### **About Us**

Oxford Jr Wildcats, Inc.  
P.O. Box 683  
Oxford, MI 48371  
A local 501c3 organization  
[www.oxfordjuniorwildcats.net](http://www.oxfordjuniorwildcats.net)

## Registration Refund Policy

### **Full Refund Of Your Registration Fee:**

You will receive all fees paid, if your child leaves the program on or before Monday, May 1, 2024.

**Note:** *You WILL NOT receive a refund from any customized items ordered. The customized ordered equipment will be yours to keep.*

### **Partial Refund Of Your Registration Fee:**

You will receive a partial refund, if you have paid in full and your child leaves the program AFTER May 1, 2024 and BEFORE June 1, 2024.

Partial Refunds are as follows: \$150 per child

**Note:** *You WILL NOT receive a refund from any customized items ordered. The customized ordered equipment will be yours to keep.*

Other accessories purchased separately are non-refundable. Examples include duffle bags, chin straps, cheer bags, etc.

### **No Refund Of Your Registration Fee:**

You will FORFEIT ALL fees paid if your child leaves the program after June 1, 2024

**Note:** *The customized ordered equipment will be yours to keep.*

**NOTE:** OJW registrars will be responsible for providing a check for \$400.00 per athlete to the OJW Treasurer. This check will be on reserve with the Treasurer until November 1, 2024. This amount would cover the volunteer opt out fee if an OJW family does not fulfill their volunteer requirements for the 2024 season. If all OJW family volunteer requirements are met, the check may be returned through the mail by sending a self-addressed envelope to the OJW Treasurer at P.O. Box 683, Oxford, MI 48371. Any non-requested checks will be destroyed after the 2024 OJW End of Year Banquet.

**All fundraising completed for the Oxford Jr Wildcats Organization is non-refundable.**

## Parent Fundraising and Volunteer Policy

All parent(s) of one or more OJW athletes are required to volunteer in order to have a successful season.

### **Volunteer Requirements:**

1. For the 2024 Regular Season, one "big" volunteer events (a volunteer assignment taking more than 2 hours to complete), two "small" volunteer event (game specific volunteer assignments or assignments taking less than 2 hours to complete), working concessions during one OJW game and clean up after the Oxford High School Varsity Football Homecoming game along with one additional game are required for each child participating in the program.
2. Only Head Football Coaches and Head Cheer Coaches along with Football and Cheer Team Moms are exempt from the "big" and "small" volunteering during the 2024 Regular Season. Assistant Football and Assistant Sideline Cheer Coaches are required to do one big "concert" dib.
3. Oxford High School Varsity Football Game clean-up is a requirement of all OJW families in addition to Volunteer Requirements and families who choose to Opt Out from Volunteer Requirements.
4. An adult representative for each child participating in the program is responsible for one volunteer assignment if a post-season game is awarded to OJW.

### **Option:**

An OJW family may pay an "Opt Out" fee of \$400.00/per athlete and will not be responsible for volunteering during the 2024 Regular Season. This "Opt Out" fee does not exempt families from volunteering at Post Season Activities and Oxford High School Varsity Football game clean-up.

All volunteers must be at their volunteer position assignment 15-30 minutes prior to event to prepare for their position. If you cannot make your assigned position(s), **it is your responsibility to find a substitute and notify the OJW Volunteer Director prior to the event.** Failure to meet your volunteer commitment will result in your volunteer check being cashed.

## Participant's Code of Conduct

The following OJW Participant Code of Conduct has been developed to provide a uniform set of rules and regulations for all participants. The Code of Conduct will be in effect during the entire season which includes practice, games, competition and other OJW sponsored activities. Athletes are to comply with all parts of the Code of Conduct in order to be considered an eligible participant in the OJW Football or Cheer program.

As a member of the OJW Football or Cheer program, an athlete acknowledges the receipt of and are required to comply with the following rules:

1. I agree to display conduct both on and off the field which reflects only the highest standards of sportsmanship. I understand my conduct also reflects directly upon my parents, friends, the community of Oxford and the OJW Program which I represent.
2. I agree school is very important. My school attendance and performance will remain a priority.
3. I agree to refrain from the use of alcohol, tobacco, and other illegal drugs. I will not associate with individuals who use any of the these substances.
4. I agree to use only language which is socially acceptable.
5. I agree to listen to the direction of my coaches and show respect toward teammates, opposing players, spectators, parents, and officials at all times.
6. I agree to refrain from participating in any form of bullying against another person or be associated with those who are involved in bullying.
7. I understand violating any of the rules can lead to reduced playing time or dismissal from the OJW Program.

## Parent's Code of Conduct

The following OJW Code of Conduct has been developed to provide a uniform set of rules and regulations for participants. The Code of Conduct will be in effect during the entire season which includes practice, games, competition and other OJW sponsored activities. Parents are to comply with the Code of Conduct in order to have their child be considered eligible for participation in the OJW Football or Cheer Program. Parents are subject to all OJW rules and regulations even though such rules may not be included in this document.

An athlete in good standing will have all entry fees, registration forms, birth certificates, Codes of Conduct, and physical/health forms turned in prior to the start of the season.

I, as a parent/guardian of an OJW athlete(s), acknowledge receipt of and agree to the following rules:

1. I agree to display conduct during games which reflects only the highest standards of sportsmanship; using socially acceptable language, showing respect toward referees, coaches, and other parents regardless of team affiliation.
2. I agree to show respect toward players, coaches and other parents during practices and other OJW sponsored activities.
3. I understand sideline coaching shall not be tolerated during practice or games. Any person not authorized by OJW will not be allowed on the field during practice or games.
4. I acknowledge all team members in good standing shall attend all events designated by their coach. Should a situation occur such as illness, required school or family events, the athlete must make prior arrangements with their head coach for an excused absence.
5. In the event of an absence due to injury, I will provide written approval from the athlete's physician to the OJW General Manager.
6. I agree to a drug, alcohol, tobacco, and weapon free sports environment for my child and will refrain from using them at any OJW event.
7. I understand violations of the above rules could result in me being asked to leave an event. Repeat offenses will result in being barred from future games and other OJW sponsored activities.
8. I agree to try to resolve any issue in an orderly manner. Concerns involving my child, and their team or coach, should first be addressed with the head coach. If this does not solve the issue, I will contact the Football or Cheer Director to assist in resolving the issue. **All issues will be discussed with the Football or Cheer Director on the Tuesday after the issue occurred.**
9. Under no circumstances are parents to resolve issues on the field with any coach, player or spectator.
10. I understand the equipment which is issued to my child is on a rental basis and I am required to return all pieces on the day specified at the end of the season. The equipment will be in the same condition as issued accounting for normal wear. If I neglect to return any issued equipment to my child, I understand I will receive a bill for the replacement cost of missing equipment and agree to pay in full.

# Attendance Policy

The following policy will be in effect from the official season start date through Super Bowl for all participants and will be strictly enforced and documented due to the physical demand of football and cheerleading. Athletes who do not participate may jeopardize their safety and the safety of those around them. ALL athletes are expected to be present and arriving on time to all events (practices, games, competitions, etc.). As such, the attendance policy will apply to ALL OJW sanctioned events. Proper notification and adherence to the attendance policy is expected as it was drafted to maximize the safety of the children involved and minimize disciplinary issues.

We will consider the various school release times in order to schedule practice times. If you have an issue making practices, please notify your athlete's head coach or a board member. They may be able to assist in coordinating rides or a carpool with other OJW parents in the same age group.

With your cooperation, these rules will help ensure that your child's experience in OJW will be safe, healthy and positive.

## OJW FOOTBALL ATTENDANCE POLICY:

### Missed Practices:

1. One (1) unexcused missed practice will result in the athlete being ineligible to participate until the second half of the next scheduled game.
2. Two (2) unexcused missed practices will result in the athlete being ineligible to participate in the next scheduled game.
3. Excessive unexcused tardiness to practice will result in your athlete's expulsion from the OJW Program for that season.

We understand that illness, vacations or other family obligations happen. We want to make sure for the players safety that they attend a minimum of:

- (1) non-hitting practice, and (1) hitting practice.

Paired with these above-mentioned types of excused absences will be allowed without penalty to player eligibility to play. Any further questions about excused absences and/or player eligibility should be directed toward the player's head coach.

## Attendance Policy Continued

### OJW CHEERLEADING ATTENDANCE POLICY:

The absence of one cheerleader impacts the safety and success of the entire team therefore; ALL cheerleaders are expected to be present and arriving on time to each practice/game, competition and post season event. In addition, the skills clinic, Echo Grove, Lone Ranger Parade and Homecoming are mandatory events for all OJW cheerleaders. It is your responsibility to review the calendar and **PRE-COMMUNICATE** any conflicts to your child's head coach.

### POST SEASON:

Cheerleaders listed on the qualifying team's roster are required to attend all post season games. In addition, there are SPIRIT WEEK DAYS during Super Bowl week wherein all rostered cheerleaders for the qualifying team **MUST** attend the FIRE UP/SURPRISE planned event for the football team in the evenings. This week is subject to the attendance policy. Non-rostered cheerleaders are encouraged and welcome (but not required) to attend post season games for the teams that qualify if their team has been eliminated.

**ANY ABSENCE THAT IS NOT PRECOMMUNICATED TO YOUR CHEERLEADERS HEAD COACH WILL BE UNEXCUSED. THE HEAD COACH AND CHEERLEADING GM WILL DETERMINE IF A COMMUNICATED ABSENCE IS EXCUSED OR UNEXCUSED.**

### EXCUSED ABSENCES=

1. Multiple excused absences could result in game cheering penalties and/or your child being pulled from one or both rounds of Mega Cheer.

### UNEXCUSED=

1. One (1) unexcused absence will result in the athlete being ineligible to participate until the second half of the next scheduled game AND loss of position (base/flier/spot) during all or a portion of the Mega Cheer Routine and/or removal from one round of Mega Cheer starting with the most difficult and safety oriented (Round 2).
  - Attendance at the entire game is Mandatory or it becomes a 2<sup>nd</sup> UNEXCUSED.
2. Two (2) unexcused absences will result in the athlete being ineligible to participate in the next scheduled game AND removal from Mega Cheer.
  - Attendance at the game is MANDATORY or it becomes a 3<sup>rd</sup> UNEXCUSED.
  - Attendance at MEGA CHEER is MANDATORY or it becomes a 3<sup>rd</sup> UNEXCUSED.
3. Three (3) unexcused absences will result in the athlete being dismissed from the OJW program for that season.

# **Equipment Policy**

The following OJW Equipment Policy for all participants will be strictly adhered to. The parent or guardian of all participants must return equipment before Wednesday, November 16, 2022, or within one week of the participant separating from the Oxford Junior Wildcats organization.

Failure to return any equipment will result in a bill being issued for the complete replacement cost of the missing item(s).

Specifications for equipment being returned are as follows:

Football Player:

1. Helmet
2. Knee and Thigh Pads
3. Shoulder Pads
4. Practice Jerseys
5. Game and Practice Pants including belts

Cheerleader:

1. Cheer Vest
2. Skirt
3. Compression Shirt
4. Rain Jacket

## **Permission To Publish**

As the parent or guardian of the participant, I grant OJW permission to:

1. Have the participants picture published with first and last name on the OJW Website.
2. Have the participants picture published with first and last name in the newspaper.
3. Appear in a video that may be shown on the local cable channel.