



**Girls on the Run &
Girls on Track**
Of Ottawa and Allegan Counties
Center for Women in Transition
411 Butternut Drive
Holland, MI 49424



Program Information & Policies

*****Parents must read these policies before program Start-up*****

You have chosen to enlist your daughter(s) in the Girls on the Run/Girls on Track (GOTR/GOT) program. Please review the following Program Information. Please read it carefully and do not hesitate to ask questions.

Purpose of Program: The purpose of this program is to increase your daughter's self-esteem and overall health while teaching life skills that will be beneficial to her as she enters high school and beyond. We seek to empower participants to reach their unique potential.

Shoe Fittings: In order to assure the most accurate sizing & comfortable fit, it is important to size the girls as close to practice start-up as possible. Therefore, it is required that the girls attend one of the shoe fittings in January.

The following dates/times have been confirmed for shoe fittings. More shoe fitting locations for January will be added during the month of December. Please check our website at www.gotroac.org

*Thursday-January 5, 2012: Park Elementary - Hudsonville 4:00 p.m.-5:30 p.m.
(5525 Park Ave, Hudsonville, MI 49426)

*Saturday-January 7, 2012: Center For Women In Transition (Holland) 9:00a.m.-12noon
(411 Butternut Dr. Holland, MI 49424)

*Thursday-January 12, 2012: Coopersville South Elementary 3:30p.m.-6:00p.m.
(198 East St. Coopersville, MI 49404)

*Saturday-January 14, 2012: Shape Corporation / Fitness Factory 9:00a.m.-12noon
(1835 Hayes St. Grand Haven, MI 49417)

*Thursday-January 19: Peach Plains - Grand Haven 3:45 p.m.-6:00 p.m.
(15849 Comstock St. Grand Haven, MI 49417)

- Attendance:** Attendance is very important. Girls are required to attend all lessons and are allowed only 4 (total) unexcused or excused absences. If a girl is nearing her 4th absence, parents should keep in mind that if she misses more than 4, she will no longer be in the program, will not be able to keep her shoes, and will miss out on the 5K and a lot more fun! Refunds will not be made for girls removed from the program for the attendance policy. Parents have the responsibility to keep track of their daughter's attendance as well. Girls may not leave practices early, except for an extenuating circumstance or emergency.
- Practices:** GOTR/GOT will start 10 minutes after school dismisses. Girls are expected to change into practice clothes (Including Tennis Shoes), fill their water bottles, and report to the designated meeting site. Practices last for 90 minutes. Practices consist of a Warm Up, Lesson, and Work Out. Practices are taught by certified coaches. Often times these coaches are parents and/or teachers from the participating school.

3. **Transportation Policy:** Coaches will wait until all girls have been picked up before leaving each session. If a parent is more than 15 minutes late (the first time) the coach is to talk with the parent and explain the attendance policy. If it happens a second time, the coach will contact the school liaison and the program coordinator. GOTR/GOT staff and the school liaison will speak with the parent to resolve this issue. Children will only be released to persons of whom the parent or guardian has given permission to. If your child is going to be picked up by someone different than her parent or guardian, a written permission slip needs to be on file with the coach. These permission slips will be available online and at the January shoe fittings.
4. **Practice Days:** When registering for GOTR/GOT, you are asked to specify preferred practice days. GOTR/GOT will do our best to honor your first choice in practice days. If we are unable to do so (due to lack of participants or inability to recruit coaches) and your daughter is unable to practice on the alternative days, GOTR/GOT will provide a refund in full to the name provided at payment. Please note the program is unable to change practice days after the month December.
5. **Behavior Incident Reports:** Coaches are encouraged to fill out a Behavior Report for any incident that causes disruption. This includes but is not limited to: non-cooperation as a team member, disrespect, refusal to participate, negative talk, physical boundary breaking, and disregard of safety rules. This form is returned to the Program Coordinator, who will contact the parent to set up a time for the participant and parent to meet with the Program Coordinator. The child is not allowed to participate in another practice until this meeting takes place, the issue is resolved, and the participant recommits to following the promises and expectations of the program. If the participant continues with disruptive behavior in future practices, she will be removed from the program, will not keep her shoes, and will not receive a refund.
6. **Refunds:** Parents can remove or cancel their child's participation up until 2 weeks before practices start. A \$25 administrative fee will be charged for every refund. Extenuating circumstances will be considered on an individual basis between the family and Program Coordinator.
7. **Registration:** Girls will not be considered registered until payment is received in FULL to GOTR/GOT. The deadline for full payment is February 1, 2012.
8. **Shoes:** Inappropriate running shoes (such as clogs) are not allowed. If a girl forgets her running shoes, she may walk or watch (this is for her safety). Bare feet are strictly prohibited. All program New Balance shoes are to be stored at the school, be dispersed and collected prior to and after each practice. GOTR/GOT of Ottawa and Allegan Counties is not responsible for lost or stolen shoes. The girl may take the shoes home after the 5K event if she has not missed more than 4 practices, and if she has completed the program.

It is absolutely necessary that your daughter let the coach know right away if her NB shoes do not fit. We cannot accept exchanges on shoes that were worn outside or that show wear.

9. **Important Forms:** Girls must complete/hand in the following to their coach **on/before Lesson 3:** Consent, Promises and Expectations, Photo Release, and Health History forms. If she has not turned in these forms by Lesson 3, she is required to sit out until she has turned in all paperwork. These forms are extremely important in the case of an emergency. For additional copies, please contact your coach. The forms will be handed out at the time of shoe fittings, and also will be available online.

10. Off-Grounds: It is imperative that we are able to locate the team at all times. If a coach wishes to take the team away from the usual practice site (i.e. away from the school playground or gym to run in the neighborhood), they will need a ratio of 1 adult to every 4 girls. **Parents are encouraged to help on these days, as more chaperones are needed.** If you wish to help, please keep in mind that girls must be visible and/or close to an adult at all times. Adults should spread out to ensure that no girl is ever out of an adult's sight. Coaches must have prior approval from the Program Coordinator for the temporary practice location change.

11. Snacks: After-school snacks are not provided or organized by GOTR/GOT. Every girl is expected to bring an extra snack for their time between school and practice. Please note that GOTR/GOT encourages healthy snacks. Coaches may ask parents to bring snacks on a rotating schedule to practices. These snacks must be given to all girls practicing at that site. Each team is required to follow its school policy regarding snacks in consideration of possible food allergies.

12. Weather: The 5k will only be cancelled in the case of a Severe Weather Warning 4 hours or less before the event start time. The event will not be rescheduled. Girls should plan on being outside for most practices and should dress accordingly.

13. R-E-S-P-E-C-T: GOTR/GOT prides itself as a program to teach young women respect for themselves and others. It is imperative that all adults in connection with GOTR/GOT treat each other with respect. This includes the relationships between parents, coaches, school liaisons, GOTR/GOT Staff, Advisory Committee, and other key personnel.

*For Questions or Concerns concerning your particular school- Please contact your school liaison.
The school administrators are aware of contact information for the school liaisons.

*For Program Questions -Please contact the GOTR/GOT Team at : gotr@aplaceforwomen.org or 616.502.7530. Please note that, due to the high volume of calls, GOTR/GOT will do its best to return your phone call in 1 to 2 business days.

Volunteer Opportunities are available! GOTR/GOT of Ottawa and Allegan Counties serves over 1,600 girls in over 60 local schools. Volunteers are a critical component of this outstanding program. Seeking volunteer coaches, assistant coaches, and special-event volunteers. Please contact the GOTR/GOT Team for more information.

Thank you! We look forward to a great season!

Sarah Bolman-Sobel
Program Coordinator

Stacey VanDyke
Program Assistant

Shyla Nash
Program Intern

Bethany Rocha
Program Intern

Girls on the Run Fundraiser

**A great cause
and some great food**



All friends, family and supporters of Girls on the Run are invited to participate in their fundraising event on
Wednesday, December 14, 2011

Everyone is invited to gather at Buffalo Wild Wings in Holland (2899 West Shore Drive) for lunch, dinner, or a snack. On this day, 20% of purchases* accompanied by the certificate below will be donated to

Girls on the Run.

**Girls on the Run Fundraiser
Wednesday, December 14, 2011**

Present this certificate to your server at the time of your order and 20% of your purchases* will go to support

Girls on the Run.



*Valid towards Dine-In and Carry-Out. Not valid towards gift card purchases.

Only valid at 2899 West Shore Drive, Holland, MI (616) 399-9461