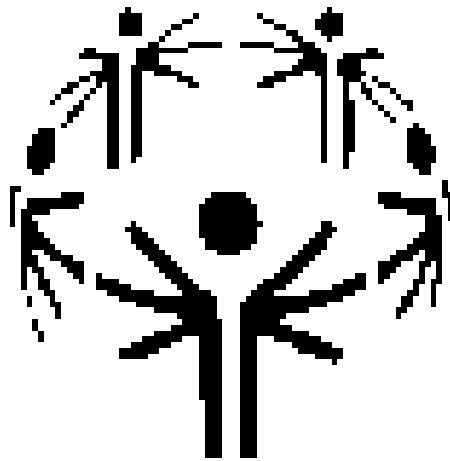


Kendall County Special Olympics

Athlete/Parent



2009-10

Handbook

www.kcsofamilyandfriends.com

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I. EXECUTIVE COMMITTEE

◆ Director : Lynda Shanks

◆ Coordinator : Deb Clason

- dclason@kcsec.org
- School - (630) 553-5833
- Cell - (630) 234-1148
- Home - (630) 552-7891

◆ Executive Board:

- | | | |
|-------------------|----------------|--------------|
| • Barb Baca | (630) 554-1888 | Coach |
| • Holly Baker | (630) 553-1330 | Parent |
| • Susan Benson | (630) 552-0305 | Coach |
| • Cheryl Evans | (630) 554-3820 | Parent |
| • Julie Hilger | (630) 554-2532 | Athlete |
| • Lori Kuehan | (630) 553-3564 | Parent |
| • Tammera Lawson | (630)966-0927 | Parent |
| • Edie McGregory | (630) 554-7228 | Parent |
| • Kathy Richmond | (630) 552-3821 | Volunteer |
| • Virginia Sheehy | (630) 552-3826 | Parent |
| • Marcy Stefaniak | (630) 552-3826 | Parent/Coach |



II. COMMITTEE CHAIRS

- Communications:



Chair - Holly Baker



Telephone Tree - Tammera



Mailings - Tammera Lawson/Deb Clason



Thank-You - Darlene Hansel



Newsletters - Tammera Lawson/Deb Clason



Newspaper - Holly Baker

- Uniforms:

A Co-Chairs: Michelle Gardine /Virginia Sheehy/
Marcy Stefaniak

- Events:

A Co-Chairs: Lori Kuehn/Patty Harbin

- Fundraising:

P Holiday Treats - GFS Food Sales 10/17-11/05
Delivered 11/21/09

★ Chairs: Tammera Lawson/Barb Baca



Tastefully Simple Party - Yorkville United
Methodist Church 11/15/09

★ Chairs: Holly Baker/Susan Benson



Best Buy - Gift Wrapping 12/19/09

★ Edie McGregory/Barb Baca



Fundraiser at Mongolian Barbeque 3/15/10

★ Edie McGregory/Elaine Brewer

O

Family Fun Festival - July 17, 2010

Yorkville American Legion

★ Big Raffle Chairs: Edie McGregory/Meg Kr

★ Poker Run Chairs: Michelle Gardine

★ Car Show Chairs: Larry Richmond/

★ Publicity Chairs: Marcy Stefaniak/Susan Benson

★ Outside Committee: Barb Baca

★ Games Chair: Sharon Ream/Coach

★ Demonstrations: Samantha Redman/Lauren Krall

★ Inside Committee Chairs: Kathy Richmond/Lori

Kuehn/Colleen Williams

★ Food Chairs: Cheryl Evans/Edie McGregory

\$ III. FUNDRAISING \$

Our fundraising events help to off-set our costs for local and state events. There will be five fundraising events this year. One parent from each family will be expected to work on, or help in some way with our fundraising events. Our fundraisers this year will include, Best Buy gift wrapping, and the Family Fun Festival.

The Family Fun Festival is where we make the bulk of our money which enables us to keep our fees very low. This event takes much planning and many hands to make it a success therefore; ***we need every family to assist with the Festival!*** There are numerous jobs ranging from soliciting donations prior to the event to selling raffle tickets or serving food the day of the event. ***If you know a committee you want to work on, contact that chair person, otherwise you will be contacted by a chair and asked to assist with various projects. We need everyone's help to keep our costs low.***

IV. Medical Info

Medication Requirements to participate:

- Complete medical information sheet
- Parents will need to arrange to meet with Deb Clason or her designee if there are extraordinary care needs before attending a state meet. This meeting must be arranged by the parent and must take place 1 week prior to State.
- ***ALL INSTRUCTIONS and ADMINISTRATION DEMONSTRATIONS of medicine or treatments (including machines and refrigerated medicine) must be done 1 week prior to State.***
- Place all medications in the given brown envelopes, you can obtain more if you need them from coach
- Instructions and dosages labeled on the brown envelop must be completed
- All medications and instructions must be given to Deb Clason at least 48 hours prior to athletes leaving for the state meet. ***Athletes will be scratched at this time if this is not done and parents will be charged the cancelled fee. Any items that can Not be given 48 hours ahead of time MUST be approved through Ms. Clason - ONLY (ie refrigerated medicine, machines).***

Athlete: _____ Parent Name: _____

Emergency numbers: Home: _____ Cell: _____

Alternative Person Name & Number: _____

Doctor Name & number: _____

Check any over the counter medications your athlete may take while at competition:

Tylenol Cough Drops Imodium

Maalox Ibuprofen Benadryl

Others - sent by you _____

Please list **ALL Allergies**; including food, drugs, plants, animals, insects, etc. _____

Please list all medications to be given. Most medications will be given during meal times. If there is a specific time your athlete needs medications other than meal times please indicate.

Give these medications with food/drink: _____

Give these medication in a special way: _____

Special diet needs: _____

MEDICATION LIST: Use an additional sheet if necessary

Time:	Name of Medication	Dosage
Breakfast:		
Lunch:		
Dinner:		
Bedtime:		
Specific Times:		

MEDICAL NEEDS:

Please list any medical needs your athlete may have. Examples: inhalers, feeding tubes, nebulizers, etc. Any of these items will require **VERY SPECIFIC** instructions in writing. **Parents will need to arrange to meet with Deb Clason or her designee if there are extraordinary care needs before attending a state meet.**

Medical need:	Time to be given:	Instructions:
1.		
2.		
3.		

Medical need:	Time to be given:	Instructions:
4.		
5.		
6.		
7.		

C V. COMPETITION FEES

Kendall County Special Olympics has tried to keep fees for all sports as low as possible. The majority of fees for competition, travel, meals, lodging, uniforms, equipment and practice rentals are paid for by K.C.S.O. Our Area Special Olympics pays the majority of the competition fees unless we cancel an athlete beyond the deadline. K.C.S.O. pays all other costs through donations, fundraisers and fees charged to athletes. We don't want ANY athlete to miss competition because of these fees. The fee charge may be waived for athletes unable to pay. If this is a concern, parents must contact the coach prior to competition.

<u>2008-09 FEES</u>	<u>STUDENT & ADULT ATHLETES</u>	<u>IF YOU CANCEL AFTER DEADLINE</u>
Bowling:		
Area	\$20.00	\$10.00
Regional/State	\$20.00	\$30.00
Winter Games:		
Area	\$20.00	\$10.00
State	\$20.00	\$75.00
Swimming:		
Area	\$20.00	\$10.00
State	\$20.00	\$75.00
Track & Field:		
Area	\$20.00	\$10.00
State	\$20.00	\$75.00

Registration Fees can be paid:

- See Cheryl Evans during practice or events. Deb Clason will NOT accept checks or money during events.
- Mail your registration and fees to:
 - Deb Clason
503 E. North St.
Plano, IL 60545

V VI. SPORT REGISTRATION PROCEDURES V

1. Applications for Participation forms, must be on file and current.
2. Entry forms are mailed out or passed out at practice 2-3 weeks before the registration deadline.
3. All deadlines are posted in the handbook - **If you do not receive an entry form PLEASE call or go on our website to download the form and mail.**
4. Entry forms and permission slips must be received by the deadline established. Information can be given over the phone, but forms must follow.
5. Athletes will choose 2 events for competition (with coach assistance if necessary).
6. Relay teams will be determined by the coaches. All athletes who indicate an interest will be considered.

A VII. RULES FOR PARTICIPATION a

1. Athletes must have a current Application for Participation (Medical Form). It must be good through the event's state meet. **NO FAXED COPIES ARE ACCEPTED BY THE STATE OFFICE. MEDICALS MUST HAVE ORIGINAL SIGNATURES (Parents and Doctors) ONLY.**
2. Mandatory attendance at the first 2 practices. Coaches must submit competition times to the Special Olympic office, so it is very important that athletes attend these practices
3. Athletes must attend and participate in 80% of all practices.
4. Athletes must arrive for practice on time and be picked up promptly at the end of each practice. If athletes are NOT picked up from practices within 15 minutes of its conclusion, parents will be required to stay at practices or the athlete will be dropped from the roster. We understand time constraints on parents and are willing to assist and work with parents to prevent these situations. Parents must contact the head coach if other arrangements need to be made.

5. Parents must strictly follow the deadlines for cancellation with each event. If the deadline is passed and an athlete is cancelled for any reason (other than medical) parents will be responsible for any additional fees.
6. Athletes will not be registered for new sports if cancellation fees have not been paid.
7. Athletes will receive a numbered uniform at a practice prior to competition. It is the athletes and/or parents responsibility to make sure that uniforms are returned unwashed by the appropriate date. A uniform REPLACEMENT fee (\$120.00) will be charged to athletes not returning a uniform. Athletes will not compete in any following sports until the uniform is returned or the replacement fee is paid.
8. Athletes must ride to each competition (except Area Bowling), only exceptions to this rule are for medical reasons. Parents will be assessed the fees for scratching. At Area Bowling, Athletes not riding the bus must arrive at competition when they are scheduled or they will be scratched and unable to participate. Parents will be assessed the fees for scratching.



VIII. ATHLETE RULES AND EXPECTATIONS

Athletes must follow these rules or risk being pulled from competition. The coach will make the determination and that decision will be final. Kendall County Special Olympics wants our athletes to be given the opportunity to participate in effective, safe, and well-organized programs. We feel that the following rules and expectations allow this to be accomplished.

1. ***NO CELL PHONES AT PRACTICE OR EVENTS.*** Cell phones not returned until they are leaving to go home.
2. All athletes will remain with their assigned chaperone at all times.
3. Athletes may leave at the end of their competition with parents only after checking with the ***head coach***.
4. Appropriate uniform and/or clothing must be worn to competition.
5. Athletes will demonstrate good sportsmanship and respect toward others.
 - Do your best

- Enjoy the event
 - Don't worry about the award
 - Encourage fellow team mates
 - Congratulate others you compete with
6. Athletes will use appropriate language at practice and all competitions. Inappropriate language includes swear words, talking back or yelling at athletes, volunteers, coaches, etc.
 7. Athletes will not use violence to express feelings (hitting people, walls, yelling)
 8. Athletes are not allowed to make purchases from vending machines, stores, restaurants, etc. If you bring a snack you share with everyone! We provide snacks, so there is no need to bring them.
 9. Souvenir shopping with your group when time allows.
 10. Athletes will follow instructions of the coach and volunteers.
 11. Athletes will follow competition rules per sport.

IX. State Game Rules

The following rules are strictly enforced:

- 1. All athletes will remain with their assigned chaperone at all times.**
- 2. Parents CANNOT visit athletes in the dorm/hotel. You will see your athlete during the day at competition and at scheduled events.**
- 3. Athletes are required by Illinois State Special Olympics rules to stay in the dorm/hotel. The head coach must apply for exemptions to this rule. These must be pre-approved and their decision is final.**
- 4. NO CELL PHONES**

X. STATE GAMES - PACKING LISTS

Uniforms will not be handed out prior to any state meet. Coaches will pass out and collect them at the meet.

State Bowling - overnight competition

- Changes of clothes (including underwear, socks etc.)
- Pajamas and robe or sweats for sleeping
- Toothbrush, toothpaste, deodorant, (personal items)
- Swimming suit and towel
- Medications:
 - Completed medical information sheet (Turned in 1 week ahead)
 - Place in the given brown envelopes (get more if needed)
 - Instructions and dosages label completed
- Spending money is optional. Souvenirs are limited at this meet
- Athletes are allowed to bring head-sets and music. Please label them with your athletes name. KCSO coaches and volunteers are NOT responsible for any loss or damage.
- **NO CELL PHONES**

Winter Games - overnight competition

- A nice change of clothes for the dance
- Three (3) changes of warm clothes (*long underwear, socks* etc.)
- Two (2) sets of hats, scarves, gloves or mittens

- Pajamas and robe or sweats for sleeping
- Toothbrush, toothpaste, deodorant, sun screen (personal items)
- Swimming suit and towel
- **Continued on next page.....**
- Medications:
 - Completed medical information sheet (Turned in 1 week ahead)
 - Place in the given brown envelopes (get more if needed)
 - Instructions and dosages label completed
- Spending money is optional. Souvenirs are on sale
- Athletes are allowed to bring head-sets and music. Please label them with your athletes name. KCSO coaches and volunteers are NOT responsible for any loss or damage.
- NO CELL PHONES

SUNMER GAMES - overnight competition

- A nice change of clothes for the dance
- Two(2) changes of clothes (shorts, shirt, underwear, socks, etc.)
- Gym shoes if in Track & Field
- Towel, washcloth and soap
- Pajamas and robe or sweats for sleeping
- Toothbrush, toothpaste, deodorant, sun screen (personal items)
- Swimming suit and towel
- Medications:
 - Completed medical information sheet (Turned in 1 week ahead)
 - Place in the given brown envelopes (get more if needed)
 - Instructions and dosages label completed
- Spending money is optional. Souvenirs are on sale. The Summer Games usually have a better selection.

- Athletes are allowed to bring head-sets and music. Please label them with your athletes name. KCSO coaches and volunteers are NOT responsible for any loss or damage.
- NO CELL PHONES