

New Mexico Junior Wrestling, Inc. Policy & Procedures
(A non-profit organization)

1.0 Name

New Mexico Junior Wrestling, Inc. (to be referred to as NMJW, INC in official documents).

2.0 Purpose

- 2.1 To give all participants an enjoyable, wholesome, rewarding introduction to wrestling.
- 2.2 To give all participants an opportunity to develop their physical skills through the medium of wrestling.
- 2.3 To give all participants an opportunity to meet, know and appreciate other boys and girls from diverse physical, ethnic, economic, social and cultural backgrounds.
- 2.4 To give all participants an activity that will develop their character and an appreciation for sportsmanship under the guidance of mature adult leadership.

3.0 Philosophy

- 3.1 Our goal is to serve the interest and the well being of each and every participant.
- 3.2 Our goal is for every participant in the program to have FUN, have a chance to wrestle and achieve some degree of success. Winning is an important goal, but at this age level is not and cannot be the most important thing.
- 3.3 To promote good sportsmanship. We desire to create a positive environment based on mutual respect, rather than a "win-at-all-cost" attitude. All our programs are designed to instill good sportsmanship among wrestlers, coaches, parents and fans.
- 3.4 To foster a blend of fun and competition.
- 3.5 We will promote and enforce our above stated purposes and philosophy. Therefore, we will expect all those involved with NMJW, INC; wrestlers, parents, coaches and spectators to comply and cooperate, as well as promote and encourage these purposes and philosophies.

4.0 Membership

- 4.1 The body of the league is made up of wrestlers and coaches. The head coach from each team will be considered *special members*. (See Other Roles & Responsibilities)
- 4.2 Youth wrestling is open to children ages 5-15 (no wrestlers with high school jv/varsity experience).
- 4.3 All divisions are grouped by age according to year of birth (September 1st). (Referred to as *participants* or *wrestlers* throughout this document)
- 4.4 Parents and guardians of all registered wrestlers. (Referred to as *general members* throughout this document).

5.0 Fees and Insurance

- 5.1 A registration fee is required for each participant
- 5.2 A league registration fee per wrestler will be charged to all teams.
- 5.3 These fees will go into the league general operating fund. These funds will be used for the State Tournament, the Greater Southwest Open and specific purchases for NMJW, INC as voted on by *special members* and the *Board of Directors*
- 5.4 A league insurance fee per wrestler will be charged to all teams.

These fees are used for accident and medical insurance provided through provider. League fees/insurance along with roster must be received by first tournament. Team rosters will be periodically checked and matched to master copy sent by each team at the beginning of the season.

NOTE: If you will begin practice before then you MUST submit your registration 2 weeks prior to beginning practice.

NOTE: No wrestler will be allowed to wrestle without this insurance coverage and no refund of the insurance or league registration fee will be allowed.

- 5.5 Any participant added after January 1st of the current year, will not be able to score points in the state tournament.
- 5.6 Tournament Fees
 - 5.6.1 All regular tournaments, \$8.00 per wrestler per division.
 - 5.6.2 State Tournament, \$15 per NMJW wrestler /\$25 non-NMJW (residents of NM/NMJW participants)

- 5.6.3 Southwest Open Tournament, \$25 per wrestler per division.
- 5.7 Fees can be changed only by a majority vote of the *Board of Directors*.
- 5.8 Insurance Claim forms will be made available at every tournament through the tournament director.
- 5.9 Registration fees for every wrestler called in to a tournament **MUST** be paid to hosting team regardless if they made weight or were no-shows.
- 5.10 Head coaches are responsible for submitting insurance forms to NMJW, Inc. insurance carrier to insure practice sight. When insurance carrier returns completed form (s) to head coach, the head coach will submit copy of proof of insurance to their school's Athletic Director and/or their school's Administration.

6.0 Uniforms/Equipment

Each team will determine their uniforms.

- 6.1 Headgear and taped laces will be mandatory for all wrestlers.

7.0 Other Roles and Responsibilities (Including but not limited to the following)

All parents and coaches are role models for the wrestlers and should provide positive representation at all NMJW, INC Wrestling functions.

7.1 Coaches (special members)

- 7.1.1 Provide input on all decisions presented by the Board of Directors at the Annual Special Members Meeting.
- 7.1.2 Bid to host a tournament at NMJW, INC Annual Special Members Meeting.
- 7.1.3 Represent your team at all NMJW, INC meetings or assign an assistant coach to cover.
- 7.1.4 Communicate/organize location for practice and tournament facilities.
- 7.1.5 All coaches **MUST** be ASEP, USA, NECP and any other class certified certification before they are allowed to coach. Each season's insurance carrier will determine this.
- 7.1.6 At least 1 coach from each team **MUST** be First Aid/CPR certified and attend all practices.
- NOTE: If a coach is **NOT** certified and an injury occurs in your care NMJW, INC will not be held responsible.
- 7.1.7 Criminal history checks will be done on all coaches prior to November 7 of current year or sooner. Coaches with approved criminal history checks from the previous year will be allowed to coach at the beginning of the season. New coaches will be required to wait until background checks are completed and approved. Any one not meeting NMJW, Inc. criteria will be notified by the NMJW, Inc. president.
- 7.1.8 There will be a coach's certification clinic set up by the Board of Directors.
- 7.1.9 The head coach **MUST** submit a team and coach roster to the league secretary by November 7th without it they will not be allowed to participate in tournament. **Head coaches are responsible for adding coaches to the roster after November 7th and must comply with NMJW, Inc. Policy and Procedures 7.1.5 and 7.1.7 before any coach can be allowed to coach.**
- 7.1.10 As *special members* (head coach) you will vote on new members of the Board of Directors, changes to the Policy & Procedures, if any, at the End of Season/Annual Special Members meeting.
- 7.1.11 Team coaches have the right to ban any member on their team. However, must notify the President and/or Vice-President of NMJW, Inc. If the President and Vice-President feel this action is not warranted, they must have a conflict resolution meeting between the coach and the member in question.
- 7.1.12 Enforce disciplinary action taken by the Board of Directors.

7.2 Tournament Directors

- 7.2.1 Tournament Directors will provide a tournament flyer to any NMJW, Inc. board member two weeks prior to tournament. Posting tournament flyers on www.newmexicojuniorwrestling.com is strongly encouraged. It is the responsibility of each Tournament Director to properly promote their tournament.
- 7.2.2 Tournament director will ensure all bracketing is done no later than the night prior to the tournament.
- 7.2.3 Weight and bracket changes will be at tournament director's discretion and availability on bracket at a higher weight.
- 7.2.4 Wrestlers not registered with NMJW, Inc. will have to purchase insurance through NMJW, Inc.
- 7.2.5 Tournament directors will accommodate any participant when a mistake by the hosting team has been made (i.e. wrong weight, wrong division). A refund is not a suitable solution.
- 7.2.6 Tournament Directors are responsible for picking up/returning equipment from NMJW, Inc. three days prior to tournament. Equipment must be returned immediately after any tournament to designated area.
- 7.2.7 Tournament Director will provide insurance forms to the parents of any injured wrestler and communicate issues to league president.

- 7.2.8 Tournament Director will return all complaint forms to the NMJW, Inc. office or directly to a Board Officer within 3 days of the tournament.
- 7.2.9 Tournament director must provide their own security and crowd control to maintain a safe environment for all participants and table workers. Tournament directors must all have someone who is first aid certified or EMS on premises during tournament.

7.3 Parents

- 7.3.1 Parents Must and adhere to ALL policy & procedures.
- 7.3.2 Parents Must to NMJW, INC policies and procedures when attending any NMJW, INC function.
- 7.3.3 Parents MUST remain in the spectator areas unless you are performing an assigned duty by the tournament director or coach.
- 7.3.4 Parents are strongly encouraged to assist with running tables for two days at the NMJW, INC sponsored State and Greater Southwest Open Tournaments. (Attendance of training session required)

7.4 Officials

- 7.4.1 These men and women are performing an invaluable service so treat them with respect even when the judgment is in conflict with yours. Attacking or harassing an official will not be tolerated and could result in civil and/or criminal charges. NMJW, Inc. actions could include event attendance suspension or removal of coaching privileges.
- 7.4.2 The Board of Directors will appoint a Head Official annually. An appointment will be made before annual “Special Members (coaches)” meeting.
- 7.4.3 Officials must attend required training to acquire certification.
- 7.4.4 The Head Official will be paid at a rate of \$150.00 per day; certified officials will be paid at a rate of \$125.00 per day. The Head Official and/or Tournament Director will be in charge of pro-rating official’s pay.
- 7.4.5 Officials are required to perform duties around officiating in an unbiased manner.
- 7.4.6 Officials are required to control their mat and discipline coaches, wrestlers, or parents as the National Federation of High Schools (NFHS) rulebook?
- 7.4.7 Officials will determine if disciplinary measures are needed to control their mat. Officials will inform the Head Official and/or an Executive Board Member immediately if disciplinary action is needed. Only an Executive Board Member or the Head Official can over rule a disciplinary decision. Tournament Directors cannot overturn a disciplinary action.
- 7.4.8 A Board Member/Tournament Director cannot overturn an officials ruling on the mat.
- 7.4.9 Officials will use National Federation of High Schools (NFHS) rules.
- 7.4.10 Officials are required to ensure the safety of all participants.

8.0 Special Member Meeting

Special Members (coaches) Meeting:

Weekly Tournament Meetings: During the season weekly meetings will be held at the tournaments. These meetings are to be attended by special members. This time will be used as a “ways to improve” tournament and league. The Tournament Director and at least one (1) Board member should facilitate the meetings.

Annual Meetings: At a minimum the following will be accomplished at every annual special members meeting (Beginning and End of Season).

- Voting of the Board of Directors
- Voting of any by-law changes
- Voting on the Annual Budget
- Annual Financial Report
- Bid for tournament schedule. A head coach or representative MUST be present at this meeting to bid for a tournament OR submit request in writing to the Board of Directors.
- Vote for insurance provider.

NOTE: The Board of Directors makes the final determination on the tournament schedule. Teams may be excluded based on past tournament performance or suspensions.

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9.0 Tournaments

- 9.1 The first tournament (Takedown) will be Thanksgiving weekend.

- 9.2 This tournament will be bid on every year and a lotto draw used to decide when multiple teams have bid. The team that hosts the Takedown tournament is exempt from bidding for two years. (Unless no other team bids).
- 9.3 All tournaments will be bid on at the beginning of the season by each team and approved by the Board of Directors.
- 9.4 A lotto draw will be used to decide when multiple teams have bid on the same tournament or weekend.
- 9.5 The Tournament Director, for all regular tournaments, will be the head coach from the team hosting the tournament unless otherwise appointed by the head coach in writing to the Board of Directors.
- 9.6 All participants MUST have league insurance.
- 9.7 Each participant without league insurance must purchase league insurance before competition starts.
- 9.8 All regular season tournaments will have the following divisions/weights (excluding GSO):
 - ⇒ 6 and under – 35, 40, 45, 50, 55, 60, 65, 70, 80 & HWT (95 Maximum)
 - ⇒ 8 and under – 45, 50, 55, 60, 65, 70, 75, 80, 85, 90, 100 & HWT (120 Maximum)
 - ⇒ 10 and under – 55, 60, 65, 70, 75, 80, 85, 90, 95, 100, 110, 120, 130 & HWT (155 Maximum)
 - ⇒ 12 and under – 65, 70, 75, 80, 85, 90, 95, 100, 105, 110, 115, 120, 130, 140, 150, 165, 175 & HWT (205 Maximum)
 - ⇒ 15 and under – 75, 80, 88, 96, 103, 112, 119, 126, 132, 138, 145, 155, 167, 185, 200 & HWT (235 Maximum) Super HWT (285 max)

NOTE: HWT must be called in at their actual weight. If wrestler is over limit wrestler can be moved up division or create a new division at the discretion of the Tournament Director.

- 9.9 If a coach from another team would like to attend the bracketing session, he/she will be allowed but must notify the hosting tournament director.
- 9.10 General members from other teams are NOT allowed to attend tournament bracketing unless invited by the tournament director.
- 9.11 Weigh-ins
 - 9.11.1 All teams are encouraged to use the scales that are available to them through NMJW, INC.
 - 9.11.2 The tournament director will coordinate the weigh-in times for the tournament. All wrestlers & divisions will be weighed in.
 - 9.11.3 ALL WEIGHTS WILL BE SCRATCH WEIGHT. IF A WRESTLER DOES NOT MAKE CALLED-IN WEIGHT, WRESTLER WILL BE SCRATCHED FROM THAT TOURNAMENT WITHOUT A REFUND. The Tournament Director can allow a wrestler to move up to the next weight if an empty bracket slot is available and time permits. The decision is solely the Tournament Directors decision. The Tournament Director is required to charge the wrestler a \$10.00 administration fee. This will not be allowed at the NMJW, Inc. State Tournament.
 - 9.11.4 If a wrestler meets his/her weight allowance, the weight and division will be marked on the wrestler's arm.
 - 9.11.5 A skin and fingernail check will be conducted at every tournament weight in.
 - 9.11.6 Wrestlers will be required to wear singlets at weight in.
 - 9.11.7 Wrestlers will require a doctor's note for any skin irritation questionable to having ringworm.

NOTE: Hosting tournament teams may not weigh-in prior to other teams. This gives them an unfair advantage and will not be tolerated by the league. If this occurs that team will be subject to disciplinary sanctions as determined by the Board of Directors.

- 9.12 National Federation of High Schools (NFHS) rules will be used. The tournament director may supplement these rules but must do it in writing, for approval by the Board and Head Official, one week prior to when the tournament flyers are distributed.

NOTE: If non-certified officials are used and an injury occurs NMJW, INC will not be held liable.

- 9.13 The match will not begin unless there is a certified coach for each wrestler present (unless the wrestlers are from the same school).
- 9.14 Only certified coaches will be allowed on the wrestling floor.
- 9.15 The number of coaches allowed on the floor will not be limited but they MUST be active team coaches and listed on the team roster.

9.16 If the tournament director cannot resolve a conflict pertaining to the tournament, a member of the Board of Directors must be notified. The final judgment is the member of the Board of Directors. All board members present at the tournament must be notified of the conflict for a resolution between members. All attempts will be made to resolve conflict as soon as possible. Board recommendation for resolution will be binding.

9.17 STATE

9.17.1 The Hosting team coach will coordinate with the Board of Directors.

9.17.2 Hosting team is responsible for the following:

- Security
- Snack Bar (MUST provide food and drink for ALL tournament volunteers)
- Submit tournament flyer to Board of Directors for approval no less than one (1) month prior to set date.
- Set up and clean up
- Arranging Table Workers no less than 4 person per table (each team should provide at least 4 table workers)
- All concessions sales and door entry fees go to the hosting club.

9.17.3 NMJW, INC will offset the following costs:

- Team Trophies (1st, 2nd, 3rd)
- Individual Medals (1st –6th)
- T-shirts (1st place only)
- Provide equipment needed for tournament.
- Provide certified officials.
- Receiving rosters and bracketing.
- Staffing for Weigh-ins.
- Arranging all contract sales, all profit will go to NMJW, INC.
- All tournament fees and sales of brackets are made to NMJW, INC.

9.17.4 There will be NO challenge matches.

9.18 Greater Southwest Open Tournament

9.18.1 NMJW, INC will host and provide the following:

- Security
- Snack Bar (MUST provide food and drink for ALL tournament volunteers)
- Set up and clean up
- Arranging Table workers no less than 4 person per table.
- Team Trophies (1st, 2nd, 3rd)
- Individual Medals (1st –6th)
- T-shirts (1st place only)
- Providing certified officials.
- Receiving rosters and bracketing.
- Staffing for Weigh-ins.
- Arranging all contract and vendor sales, all profit will go to NMJW, INC.
- All tournament fees and sales of brackets are made to NMJW, INC.
- Admission will be charged and will be staffed by and all proceeds going to NMJW, INC.

9.18.2 All teams will participate by providing 1 parent/volunteer for every 5 wrestlers, if team chooses not to provide parent/volunteers the team agrees to pay the league \$250.00.

9.18.3 There will be challenge matches. (3rd may challenge for 2nd ONLY if they had not previously wrestled in this tournament).

10.0 Discipline/Standing Rules

10.1 The penalty for violations of NMJW, INC and NFHS rules will be imposed as follows:

10.2 Disciplinary actions:

The discipline will follow the following format:

- Warnings for Minor and Major infractions may be issued by officials, board members and hosting tournament directors during a tournament to anyone. The person issuing the warning must notify a board member immediately and document the warning.

- Two minor warnings equal one major violation
- A major violation is grounds for immediate removal from that tournament.
- Two major violations are grounds for automatic suspension for two tournaments.
- Any violations for any individual over two major violations will be cause for removal for the remainder of the season.

NOTE: If the issues are at the end of the season the punishment will be reviewed the following year.)

Examples of violations but not limited to those written:

MINOR VIOLATIONS

MAJOR VIOLATIONS

Parent on the floor without coaches band	Physically touching the official or board member.
Too many coaches in the corner	Verbally abusive or bad language
Arguing with official, board member or table worker.	Endangering the safety or the health of a wrestler.
Un-sportsmanlike conduct (taunting)	Non-certified official
Too Many wrestlers around the table	Ineligible participation
Table workers coaching from the table	Falsifying tournament/match documents
	Alcohol or drug abuse

- 10.3 There will be no refund of fees if disciplinary action results in removal for the remainder of the season.
- 10.4 Typically, the Level of disciplinary action will increase for repeat offenses.
- 10.5 With the approval of the Board of Directors the most severe violations may result in MAJOR disciplinary action without preliminary disposition.
- 10.6 ALL special members and tournament directors MUST enforce all disciplinary actions taken by the Board.
- 10.7 Any team failing to uphold the decision is in violation of the role of the Special Member guidelines of this document and is subject to disciplinary sanctions imposed by the Board of Directors.
- 10.8 Standing Rules/ Rules of Conduct:
 - 1. All wrestlers, coaches, officials, parents, and spectators will abide by the purposes and philosophy of the league.
 - 2. There will be NO booing, intimidation, name-calling or overt criticism of wrestlers, coaches or officials.
 - 3. There will be NO intimidation, harassment, threatening or coaches, officials, tournament directors or tournament staff.
 - 4. There will be NO profanity or physical abuse of ANY kind.
 - 5. Actions and conduct that are detrimental to the league will not be tolerated.
 - 6. The Directors and Coaches will take appropriate action to ensure that the rules of conduct are strictly adhered to at all time.
 - 7. There will be NO drinking of alcoholic beverages by any member of the league near or at practice or tournaments while children are present.
 - 8. No jewelry of any kind or loose clothing may be worn
 - 9. Long hair must be pinned up properly
 - 10. Fingernails must be kept trimmed.
 - 11. All wrestlers MUST stay in the stand or warm up area from the time they arrive at the tournament until they are required to wrestle.
 - 12. All parents and spectators MUST stay in the stand unless a designated volunteer or certified coach with appropriate pass or band in their possession.
 - 13. Please remember that we are guests at the hosting gym and have been given the privilege to use the facility. All wrestlers must follow all rules and respect property.
 - 14. Wrestler/Coaches/Parents are NOT allowed on the mats with street shoes. This will damage wrestling mats.
 - 15. Wrestlers will be required to wear headgear at all tournaments.
 - 16. No pushing, running or horseplay before, during or after tournaments.
 - 17. Wrestlers must be ready to start on time.
 - 18. Absolutely NO foul language from coaches, wrestlers, parents or spectators will be allowed during tournaments.
 - 19. Allowing non-registered wrestlers to participate in tournament may result in team discipline