



École Charleswood School

505 Oakdale Dr. | Winnipeg, MB R3R 0Z9 | 204.889.9332
www.pembinatrails.ca/charleswood

January 5, 2026



Dear Parent or Guardian,

Your child has expressed an interest in representing École Charleswood School on our Indoor Track team! We realize that this handout contains a lot of information. We think athletes have more success when we are transparent with our policies, procedures, and beliefs. Thank you for taking the time to read the information.



Athletes will be eligible to compete at meets after completing online registration using permission click and fees have been received. The permission form has been posted in the "Indoor Track 2026" Edsby group and on the school website on the [Extra-curricular athletics page](#).



Shared Beliefs: At ECS we believe all stakeholders play a role to support and encourage lifelong participation in physical activity. Coaches and parents play a pivotal role in providing athletes with an opportunity to connect to activity, and find inspiration within themselves and their teammates through consistent perseverance. Indoor Track at ECS will help realize our goal of lifelong participation in physical activity for our students.



Connect: The most important rule for an **athlete** is to be there for all team activities. I will tell my coach ahead of time if I can't attend. I show my coaches I care when I talk to them in person or message them on Edsby. I will stay united with my teammates by supporting them at competitions. It's easy to head home early. I'll connect by staying at the meets after my events are done. It can be hard to find a ride for some. I'll figure out if my family has extra spots and take them with me.



Show Up!



Earn it



Unite



Keep coach in
the loop

Coaches at ECS bring athletes together during extra-curricular athletics. A written record of athlete attendance is the key to all connection by motivating athletes to show up for practice. Athletes learn how to balance extra-curricular athletics with personal interest and the need for time to recover. Attendance records should be transparent so athletes can attend enough practices to attend each meet.



Attendance



Relays



Share Attendance

Parents support practice attendance by arranging early morning rides. Parents support athletes to organize a ride home after indoor meets. Carpooling athletes home allows athletes to stay at the track until 3:00 p.m. and support teammates competing at the end of the meet. Parents use their athlete as the first stop to answer questions about the team.



Carpool



Support Attendance



Ask Athlete First



Inspire: *Athletes* can become better at events that make them uncomfortable...but only if they believe in their ability to change. Athletes challenge themselves and their teammates to try an event that is not their best. Trying a challenging event builds a physically and mentally balanced athlete. Watching you go for it will inspire others to do the same. If we focus only on placing, medals, and ribbons only a small group of athletes proud. Get long term results by focusing on the distance you threw or jumped at the time it took you to run your event. Compare those numbers over time and watch them change. Inspire your teammates to focus on the process. Ask, "what was your time?" or "how far did you throw?" Do your part to create a culture of growth.



Believe



Try a New Event



Process Questions



Distance & Time

Coaches inspire athletes to challenge themselves and challenge their teammates to develop new attitudes and skills. Coaches have plans for individual athletes, practice plans for team development as well as a path to improve throughout the season. In addition, coaches are interested in developing themselves through conversation, observation, YouTube research or coach's clinics. Coaches motivate athletes to train in events that are outside of their comfort zone. Confidence built at practice inspires athletes to compete knowing that the first time might not go that well.



Motivation



Athlete Development



Coach Development

Parents inspire athletes by asking questions: What events will you enter? Why those events? How will you know if the meet has been a success? What events could you try that are out of your comfort zone? A discussion after the meet supports the process. How far did you throw? What was your time in the 200m?



Questions



Support risk taking as learning



Persevere: *Athletes* learn the most when they absolutely go for it! Keep grinding and trying even when it feels impossible. You can learn how to flop in high jump. You can figure out the footwork for triple jump. You may not win the 60 m, but you can build speed and get faster. Be calm and confident by staying cool in the face of adversity...or the 6' 4" competition with muscles. Help create a positive environment where all team members feel safe to fail when they go for it. Perseverance occurs when athletes focus on what they can control.



Grind & Take Risks



Like Stuff



Calm & Confident



Positive

Coaches help build confidence by clearly defining personal and team success with a focus on the process of improving. Coaches who can teach athletes to embrace the messiness of development will take personal risks as well as support teammates who fail when they decide to go for it. The coach's job is to create a climate of appropriate risk taking. Success is rarely indicated by the score or winning and losing. Success is defined by a team's ability to persevere by setting personal/team goals and reflecting on progress to inform next steps.



Growth Mindset



Confidence



Target

Parents help when times are tough and assist in the reflection process. What went well today? Can you find something you are proud of? Are you taking steps to your personal goals for the season? Throughout the season, parents help athletes see the changes that have gone unrecognized by the athlete. When athletes notice change, they are inspired to continue beyond the current season.



Reflect



Big Picture



Notice Changes



Schedule: The Athletics Calendar on the ECS website (or QR code below) contains a complete schedule of practices & meets. There are four meets offered by Athletics Manitoba during the school day. ECS will attend meets #2, #3 & #4.

- Meet #1: ECS will not attend
- Meet #2: Tuesday, January 27th
- Meet #3: Wednesday, February 11th
- Meet #4: Thursday, March 12th

Practices will occur on:

- Fridays - 7:15 a.m. - 8:30 a.m.



Communication: Communication between coach, athlete and families are critical for a successful season. An Edsby group called: "ECS Indoor Track 2025" is now open for you to join in the "My Groups" panel. Every athlete and one other family member should join the group. The group will be used to update attendance and provide meet information.



Attendance: The #1 indicator of an athlete's success over time is consistent attendance at practice. It is up to the Indoor Track Coaches to determine the impact of absences (minimum, moderate or significant) when considering next steps. We support other athlete interests and activities and know that conflicts will occur. Our minimum practice expectation for each meet are as follows:

- Meet #2 (attend both Jan 16 & 23)
- Meet #3 (attend any two of Jan 23, Jan 30 & Feb 6)
- Meet #4 (attend any three of Feb 13, Feb 20, Feb 27 & March 6)



Excused Absence: We understand that there are good reasons to miss practice such as injury or absence from school (illness or appointment). A good reason to miss practice is called an excused absence and are not considered when determining meet eligibility. It is the responsibility of the athlete to communicate about an excused absence. Communication should occur either right before, or right after the absence. Use the "ECS Indoor Track 2026" Edsby Group or have a conversation with your grade level coach to be eligible for an excused absence. Athletes should communicate with their grade level coach if you are worried about being able to attend the meet.

- Grade 6 – Mr. Hamilton
- Grade 7 – Mr. Yong
- Grade 8 – Mr. Janzen



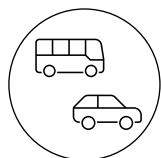
Meets & Events: The target for each athlete is to participate in at least three events (including a relay). Athletics Manitoba limits athletes to a maximum of four events (1 relay + 3 other events). Athletes should decide ahead of time which four events they will work on at practice so that they are confident enough at each meet. Your child's plan for competition is written on the back of this package. In some cases, students may need to take risks by competing in events that are not their speciality or are out of their comfort zone. Ongoing communication is the key to find the appropriate amount of risk for each individual athlete.



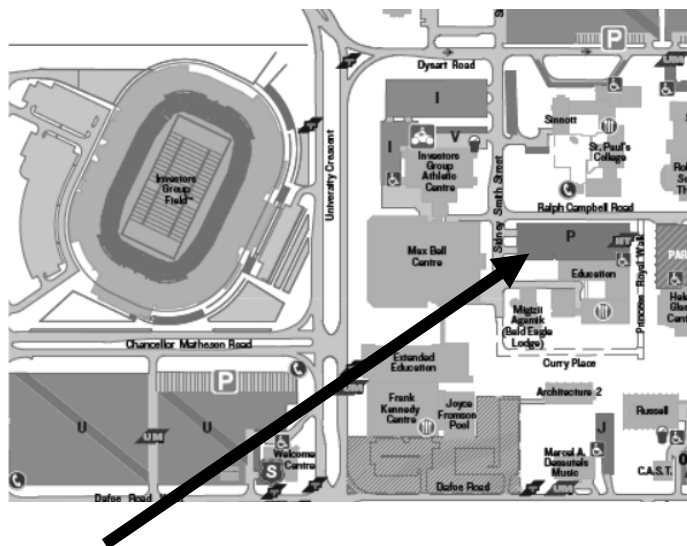
Spectators: The attached tentative schedule shows start times for specific events with each subsequent event in the order they will occur. Athletics Manitoba designed a schedule to maximize participation. However, this format does make it difficult to predict exactly when each event will begin and end. The best way to watch your child compete is to check in and find out how the meet is progressing. If your child does not have a phone ECS staff would be happy to share.

TENTATIVE SCHEDULES

Meet #1			
INFIELD	60m	10:30am	4x200m Relay co-ed
1:00pm	HJ Girls	1:00pm	1:20pm
Shot Put Boys			
Meet #2			
INFIELD	60m Hurdles	10:30am	4x100m Relay co-ed
12:30pm	HJ Boys	1:00pm	800m
Shot Put Girls			
Meet #3			
INFIELD	60m	10:30am	1200m
1:00pm	HJ Girls	12:00pm	4x200m Relay
Shot Put Boys			
Meet #4			
INFIELD	60m Hurdles	10:30am	800m
12:00pm	HJ Boys	1:00pm	4x100m Relay
Shot Put Girls			



Transportation: Students will be transported to Max Bell Centre at the University of Manitoba at 9:00 AM the morning of each meet. Due to the time constraints of the meet, students will need to arrange their own transportation home. If necessary, we can assist students in organizing a ride home. Rides should be arranged in advance, rather than the day of the meet. Students should remain at the track to compete in their third event rather than get a ride home earlier. Often, arrangements can be made to carpool with a group that is leaving at a time that will allow competition in events later in the afternoon. Use Sydney Smith Street for access to the pickup location. Use the nearby parking lot to allow for a convenient escape route.



Awards: At the end of the season coaches will select an athlete for the Celtic Award. The Celtic Award is given to an athlete that brings our values (connect, inspire & persevere) to life in their actions and behaviours throughout the season. At the end of each school year athletes in grade 5-8 who attend at least two-thirds of the indoor practices will receive a participation award.



Registration & Fees: Pembina Trails Policy requires parents to complete an online form using Permission Click to allow schools to maintain accurate records. Online payment of \$20 using Permission Click is preferred. Service fees to pay online are covered by Pembina Trails School Division. Cash or cheque is still accepted. Fees go towards meet registration fees and bussing to each meet.



We have discussed the information in this package with your athlete. Please discuss as a family and contact us at your earliest convenience if you have any questions. We look forward to a great season of working and improving together! 😊

Sincerely,

School contacts:

Eric Hamilton
ehamilton@pembinatrails.ca
Phil Janzen

ECS Track Coaches:

Reza Rezai
Brett Hamilton

RETURN THIS PAGE TO Mr. Hamilton

Indoor Track Athlete Practice & Competition Plan

First Name	Last Name	Homeroom	Gender
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I will think backwards when planning my season. I will prepare to be able to compete in at least 3 events at each meet. I have events I really enjoy, but I realize only certain events are offered at each meet. I will use practices to build my confidence so that I'm prepared to compete in 3 events. The plan below is my best guess right now. The plan may change over time. The schedule listed below isn't final. It is based on schedules from previous seasons.

	Event #1	Event #2	Event #3	Event #4	Back up event (if relay isn't an option)
Meet #1					
Meet #2					
Meet #3					
Meet #4					

TENTATIVE SCHEDULES

Meet #1

INFIELD	OVAL	HORIZONTAL JUMPS
10:30am 60m	10:30am 4x200m Relay co-ed	10:30am LJ Girls
1:00pm HJ Girls	1:00pm 1200m	TJ Boys
Shot Put Boys		

Meet #2

INFIELD	OVAL	HORIZONTAL JUMPS
10:30am 60m Hurdles	10:30am 4x100m Relay co-ed	10:30am LJ Boys
12:30pm HJ Boys	1:00pm 800m	TJ Girls
Shot Put Girls		

Meet #3

INFIELD	OVAL	HORIZONTAL JUMPS
10:30am 60m	10:30am 1200m	10:30am LJ Girls
1:00pm HJ Girls	12:00pm 4x200m Relay	TJ Boys
Shot Put Boys		

Meet #4

INFIELD	OVAL	HORIZONTAL JUMPS
10:30am 60m Hurdles	10:30am 800m	10:30am LJ Boys
12:00pm HJ Boys	4x100m Relay	TJ Girls
Shot Put Girls		