

CHEER FORCE

ATHLETICS

2020-2021

Policies

&

Procedures

Handbook

Cheer Force Athletics Objective

It is our objective to make your child's experience with our organization a successful part of their journey into becoming a young leader in our community. Please remember as a family member YOU are part of the TEAM too. We would like to welcome you into the **Cheer Force Athletics Family** and thank you in advance for your continued support. 😊

CHEER FORCE ATHLETICS POLICY & PROCEDURES

Welcome to the Cheer Force Athletics organization. As part of the CFA organization, you and your daughter/son have certain responsibilities as members. The contents of this pamphlet will provide you with information on our basic philosophy, rules, cheerleader and parent code of conduct and procedures. Please keep it as an organizational reference guide.

Cheer Force Athletics- Competitive teams for boys and girls, consisting of cheerleaders K through 12th grade, with an emphasis on cheerleading, tumbling, stunting and dance.

Philosophy

It is the goal of CFA to provide a safe learning environment in the sport of cheerleading. Through training and participation in our program, it is our hope that our athletes will gain a high level of **confidence and self esteem**, while learning the basics of teamwork, community involvement, respect and commitment, in addition to the cheer, dance and gymnastics skills all will be taught. **In the long term, these learned attributes will help your child develop a strong character and become a confident and capable leader.**

PLEASE NOTE: Tryouts are held each season in May and chosen members are placed on teams according to grade and ability level as well as what positions on each given team need to be filled. This season we will NOT be holding a tryout. Everyone is welcomed to join the CFA program! Be sure your CFA 2020=2021 registration fee is paid. Coaches and Directors reserve the right to move members to other teams depending on their skill development or after a re-evaluation. This is done in the best interest of each team and to guarantee each members development at their appropriate level. **Directors and Coaches reserve the right to move a member's team placement at any time during the season if necessary. Should your child lose a skill on a team level, Directors/Coaches have the right to move them down to an appropriate level team. Any movement of an athlete is not to be questioned by another cheerleader/parent.**

Parent Initials x _____

Cheerleader Code of Conduct

Be respectful to your teammates and ALL adults at all times.

1. Be respectful to your teammates' personal property.
2. Be respectful of your practice facility. No loitering (hanging around) outside of the building, no friends waiting or loitering outside of practice. Keep grounds, halls, and bathrooms clean at all times.
3. No inappropriate language or cursing anywhere at any time.
4. Many people communicate with other parents, cheerleaders, and members of other organizations through email, Facebook, Instagram, Twitter, and message boards. Please remember, anything you say is a direct reflection on CFA. If you or your child are found communicating negatively and/or making posts/remarks considered negative by the CFA directors, or sending rude or inappropriate messages you will be subject to immediate dismissal.
5. Absolutely no food, snacks, or beverages allowed on the mats.
6. (Girls) hair always up in a ponytail, all members always dress for practice in athletic wear designated by the team coach, NO jewelry and SNEAKERS ONLY and nails at an appropriate length. Cheerleaders without the proper practice wear will be sent home!
7. Any athlete/parent is not to question or comment on ANY coaches/directors decisions during team practices!
8. Coaches reserve the right to change the routine or move athletes to different formations any time during the season.
9. All athletes are to refrain from smoking/drug use.
10. NO parent or athlete may share any practice or competition videos with anyone other than CFA members/families.
11. NO Competition information including the CFA competition schedule may be shared online or with anyone outside of the CFA organization without CFA director approval.

Sportsmanship

Our athletes are leaders in the sport of cheerleading. They are expected to display a positive attitude and a high level of sportsmanship at all times toward community members and athletes in our program. We **will not tolerate** any form of disrespect within the organization or toward another individual, Staff member, team or institution. The use of bad language, poor remarks, or other instigating behavior will not be tolerated, and will result in the dismissal from the CFA program.

Parent Initials x _____

Parent/Family Code of Conduct

Rising incidents of harassment, both verbal and physical in the United States, pertaining to parents, fans, and participants in many different sports, necessitates the need for CFA to provide its **Code of Ethics**. As with our athletes, CFA **will not tolerate** any form of harassment from parents, relatives or fans of our members. This includes verbal abuse, physical abuse, condescending remarks or criticism, bullying, cursing, negative attitudes and opinions expressed personally or publically towards/about CFA Coaches and athletes or Program as well as any other form of unsportsmanship like, inappropriate behavior or language displayed towards a member, opponent, judge, coach, fan or other individual, or team. If such behavior is noted, CFA will hold the cheerleader associated with the offender responsible for the offenders actions/words. This will result in the member being immediately dismissed from the program without refunds or recourse. **As a member, you and your child(ren) agree to the terms of this code.** This is for the benefit of the entire program, CFA will enforce a “**no tolerance**” policy. No warnings will be issued!

Rules and Regulations

Every year we go through losses and additions of team members. The dismissal/addition of a team member is solely the Director's decision. Withholding a child from a practice or competition should NEVER be used as a form of punishment. There are plenty of options available to discipline your child without punishing the rest of their respective team. As a parent it is your right to do so but it is also our right to dismiss a member because of it. This is not an individual sport, it is a TEAM sport and your actions do not just affect your child, they affect everyone else's child or every other member on the team

Competition Uniform

All CFA uniforms are the property of Cheer Force Athletics. Your uniform payment is a rental fee for the time your child is using the uniform within the CFA program. After uniform rental payment is made, should your child grow out of the CFA uniform, or change teams, CFA will then switch the competition uniform with another at no cost to you. Should you not hand back in the CFA Competition Uniform due to dismissal, quitting the team, or not continuing with the CFA program, you will then be required to pay \$275 for the cost of the CFA uniform. If the uniform is not returned to CFA, and a \$275 payment is not made to replace the CFA uniform, you will be sent to collections for the amount of the uniform cost.

Parent Initials x _____

Attendance

Practice Attendance is **MANDATORY! Each and Every Practice INCLUDING GYMNASTICS and any unexpected added practices.** Please schedule appointments etc., on Non Practice days of the week. If your child is going to miss practice for any reason, you, the parent must call, text, or use the BAND App to communicate to his/her coach privately at least **TWO** hours before a scheduled practice with an explanation of the reason for missing a practice. Notifying your coach does not excuse an athletes absence. Other sports commitments, babysitting, parties, working, or feeling under the weather are not acceptable excuses for missing practices. Attendance is regarded very seriously and attendance issues are grounds for immediate dismissal.

Practices

CFA Parents, friends, or family members are not permitted at practices. The stage area is utilized for team members only. Athletes are to arrive to practice 10 minutes before practice starts. Once the athlete arrives at the gym, they must be ready to practice right away. .If your child will be late for practice, you, the parent, must contact your team coach prior to practice starting. Team coaches do not utilize their cell phones during practice time. No one is permitted to stay during practice unless they are an athlete or a CFA staff member. If your child is not able to stay without you please bring your child back when he/she is ready to do so. Parents or adult visitors must be in the office area only when a CFA Director is present..Please note, athletes cell phones will be collected at the beginning of practice and returned at the end of practice due to safety reasons.During practice, athletes must be 100% focused for the safety of themselves and others. Cell Phones are collected and then locked away in a draw. If you need to contact your child during their practice, please contact Director Dina at 551-221-4127 and she will then relay any message you may have or give the athlete their cell phone. ***IMPORTANT:*** **If your child's monthly tuition is NOT paid, a CFA Staff member will speak to your child in private during practice and explain they are to sit out of practice until payment is made. Please note: At NO TIME are parents, siblings or other children other than CFA members allowed on the gym floor or cheer mat. This is an insurance issue and taken very seriously. (NO EXCUSES OR EXCEPTIONS) Thank you for your cooperation!**

Parent Initials x _____

Personal Property

CFA is NOT RESPONSIBLE for any personal property issues! It is you and your child's responsibility to be aware and watch their own personal items. Please do NOT bring anything of value to the CFA Gym (money, electronics, Jewelry, etc) to practice.. Also, be sure that everything has your name on it. CFA relinquishes any responsibility for ANY lost items!!

Parent Meetings

All parent meetings are **MANDATORY** throughout the season. Our first parent meeting will be held in August. Meetings may be virtual or in person depending on COVID - 19 restrictions. If a parent representative does **NOT** attend, your child will acquire a \$25 penalty fee added to their monthly tuition for the month of the meeting missed. This is to ensure all CFA parents have up to date information for the upcoming cheerleading season. It is the parent's responsibility to obtain any information missed.

Flag Football Games

Since CFA is a recreational team, we are required to cheer at the city-wide flag football games. Each team will be required to cheer at a flag football game (Tuesday evenings) at least 2 per season (over an 8 week period.) Not cheering at your designated game will result in a \$25 penalty fee added to your next month's monthly tuition fee.

CFA Office

The CFA office is located on the stage in the gym. Payment Options are to be made in the CFA office to our Parent Officer, online through our online payment processing center, paypal or through Venmo. ALWAYS GET A RECEIPT! We can only trace payments this way and are not responsible for any payments made that you do not have a receipt for/ NO EXCEPTIONS. It is your responsibility to keep all receipts for any payments made.

Personal and Organizational Fundraising

There are many fundraising opportunities for you and your child to take advantage of to help offset any costs. We urge all members to take advantage of any/all fundraisers offered. There are also a few **MANDATORY** organizational fundraisers requiring participation from all members which proceeds go to CFA for yearly operational expenses. These **mandatory fundraisers** include our **Annual Card Party, Football Mania, and Awards Night**. Each family in the CFA program is required to sell **2 Card Party Tickets, 3 Football Mania Raffles, and 2 Awards Night Tickets!**

Parent Initials x_____

Other fundraising opportunities include but are not limited to canister drives, candy sales, cookie dough, Krispy Kremes, Ashley Farms, etc.

CFA Canning

Canister drives approved thru the City of Bayonne on Certain Dates will be offered throughout the year one weekend a month only. Please Note: 80% of proceeds from these canister drives will be allocated to each individual's personal account (remaining 20% goes to CFA operational expenses.)

If you are placed on the canning schedule please be considerate and show up for your shift. If anything changes, you must contact the Canning Rep immediately!

Every person canning is required to report 15 minutes before their scheduled time and must return immediately after the shift has ended has to count their can in front of a designated CFA Canning Rep ONLY (no stopping anywhere, going to eat, etc.) Please be considerate of the Canning Reps time as they are volunteering to do this to offset out of pocket expenses for you! Any member canning is a direct reflection of the CFA program and cheer gear must be worn. Please behave according to the code of ethics. Failure to do so will result in your child not being able to can for the rest of the season. Anyone who does not follow these canning rules will be prohibited from participating in future canister drives- NO EXCEPTIONS!! Canning is a PRIVILEGE!

Dismissal Procedures

CFA Directors, at their discretion, **reserve the right to terminate any member at any time.** All decisions of the Directors of CFA are **FINAL.** Any member who is dismissed or resigns during a current season will not be entitled to ANY OUT OF POCKET paid personal expenses or reimbursement of any kind and any/all CFA fundraising is property of the CFA program and is **nonrefundable** (this includes canning, raffles, ANY KIND OF FUNDRAISING.) **Any carry over credit from a previous season will also be forfeited upon dismissal or resignation. If you decide to remove your child(ren) from the CFA program you are still responsible for any monies owed as well as any balance accrued up to the month of your resignation. As well as a \$100 resignation fee. ANY balance /fees not paid will be sent to a collection agency. This includes the CFA competition uniform.**

Communication

To keep up with today's technology, all updates and communication is done through the BAND App and email. Please be sure that you and your child download the BAND app onto your cell phone.

Parent Initials x _____

Once your child is assigned to a CFA team, your team coach will send a text message to you and your child with a BAND App Invitation. It is your obligation should you change your phone number to contact your Team Coach immediately. We are not responsible if you do not receive important information due to your personal phone issues. **It is your responsibility to be sure you are kept up on all weekly information and receive your BAND App Messages.** Please read each and every message carefully and in its entirety every time. If you or your child will like to address the coach or ask any questions, it must be done so through a private BAND message. The BAND app for CFA Purposes is ONLY to read messages from your team coach. Please do NOT comment on any messages. CFA Parents are working throughout the day and CFA athletes are in school and do not need constant BAND app alerts/notifications throughout the day. Anyone who cannot adhere to these rules will be removed from the BAND app and not be able to receive program/ team messages.

Directors and Coaches are not to be addressed under any circumstances regarding any issue during practice time. Please direct any questions/concerns before or after practice only by phone call, text, email, or through a personal BAND app messenger. Please give the CFA Coaches 24 hours to respond to any questions or concerns you may have.

IMPORTANT *No one is permitted to share video of routines/music on their personal social media pages from practices or competitions or with anyone affiliated with another cheerleading organization.*** Thank you for your cooperation.**

CFA COMPETITION RULES/ COMMITMENT

Competitions

All parents are responsible to bring their own child(ren) to competitions or make arrangements to carpool with other members. Coaches/Directors are **NOT** responsible for driving athletes or obtaining rides for your child or to watch children. Coaches/Directors WILL NOT give any athlete a ride due to insurance purposes. Some competitions may require an overnight stay. Parents are responsible for booking their own accommodations for the night.

Parent Initials x _____

Coaches/Directors are **NOT** responsible for athletes overnight accommodations or time spent at the hotel. Parents are responsible to follow the rules/regulations of specific hotels. Children are not permitted in hotel rooms without a guardian. Every parent is responsible for their own child.

✓ **Competition Attendance:** All CFA athletes are to attend all scheduled competitions and **BE ON TIME!** Attendance is **MANDATORY**. Any competitions missed, is **AUTOMATIC DISMISSAL** from the CFA Program. - If you cannot attend a competition, you must give the CFA Directors a two months notice and you are still required to pay the competition fee due to another athlete having to take your child's place. If your child is sick the day of competition, they must come to the competition to compete and leave right after. If your child is late and misses team warmup/mat time or their competition performance your child will automatically be dismissed from the CFA program unless there was an unforeseen circumstance. .

✓ **Competition Commute:** All CFA parents are responsible for getting their child to and from competition. It is **NOT** the coaches responsibility to find transportation for your child. If your child needs a ride, please contact another CFA parent. Any athlete who is traveling with another CFA family is responsible for paying the person driving your child, gas and toll money. CFA Coaches are **NOT ALLOWED to take any CFA athlete to and from competition.**

✓ **Competition Apparel:** All CFA athletes are required to attend scheduled competitions wearing their FULL Competition Uniform. The CFA Uniform consists of Bow, Cheerleading Sneakers, White Socks, Uniform Top, and Uniform Skirt, Once you enter a competition venue, you MUST only have CFA Cheer Gear on or CFA team colors. Slides, Uggs, pajama pants are NOT Allowed! Athletes must arrive to competition ready to perform! Athletes who are not wearing the proper attire will be told to change their clothes and be charged a \$25 fee on their next month's gym tuition. Athletes are **NOT ALLOWED** to compete with jewelry on! - Please do not get any body piercings one to two months prior to competition season. Team-Deductions are given out by Cheerleading Judges for any athletes wearing jewelry! All CFA athletes must arrive to compete with **HAIR and Makeup Done!** **NO** Nail Polish or Fake Nails are to be worn Athletes are NOT ALLOWED to wear pajama pants to or during the competition. .All athletes are to **STAY** in full uniform till after awards. Anyone who **DOES NOT COMPLY** with these rules will result in a \$25 Penalty Fee on their CFA Balance Sheet.

Parent Initials x _____

✓ **Competition Fees:** All CFA athletes are required to pay competition fees. Every competition fee varies in pricing. All Competition Fees are to be paid before attending a competition. Any fee **NOT PAID** will result in an athlete not participating at competition and will be reviewed for dismissal from the CFA Program.

✓ **Competition Awards:** All CFA athletes **MUST** attend awards in FULL UNIFORM. CFA athletes are to show respect for other competing teams and demonstrate good sportsmanship for other cheerleading programs. Awards given out by the competition are **ONLY** for athletes & coaches. Parents are **NOT ALLOWED** to receive Champion Jackets, Medals, etc. - If your child is a crossover and receives two medals/jackets, one award is to be returned to the program and not given to another athlete or parent.

IMPORTANT - The CFA Directors, Coaches, and Staff Members are NOT RESPONSIBLE for any athletes during competition trips! The CFA Staff is ONLY RESPONSIBLE FOR YOUR CHILD DURING MAT/WARMUP TIME, PERFORMANCE TIME, AND AWARDS TIME!. CFA staff members are NOT responsible for any athletes' transportation, hotel stays, visiting theme parks, etc.

Anyone who does NOT comply with the above rules will be reviewed for dismissal from the CFA Program by the CFA Directors.

IMPORTANT CFA FINANCIAL COMMITMENT

As with any sport there will be expenses incurred with Team Membership. Below is an approximate estimate of expenses to consider. ALL EXPENSES can be paid for by fundraising participation or by parents paying out of pocket. CFA fundraising of ANY KIND is to pay for ATHLETE expenses only!

- ✓ **Registration Fee- PAID BY JULY 6, 2020**
\$100 **Returning** Per Family (\$10 - each additional child by July 6, 2020)
\$125 **New Family** (\$25 -additional child) by July 6, 2020.

- ✓ **Registration Fee- PAID AFTER JULY 6, 2020**
\$125 **Returning** Per Family (\$10 - each additional child)
\$150 **New Family** (\$25 -additional child) by July 6, 2020.

Parent Initials x _____

GYM TUITION WILL NOT BE COLLECTED FOR THE MONTH OF JULY 2020 DUE TO REGISTRATION PAYMENT. MONTHLY TUITION WILL START AUGUST 5, 2020.

✓ **CFA Members are required to pay Gym Tuition on a Monthly Basis**

Monthly Gym Tuition.

From August 2020 thru December 2020 - Monthly Tuition will include Gym Fee Membership/ Dues and Monthly Tumbling/Gymnastics.

Monthly Gym Fee Membership/Dues is \$50 for 1 child. 2nd Child is \$25/ 3rd Child is \$15.

Monthly Tumbling/Gymnastics is \$50 per month, per child.

ANY monthly dues payment received after the 10th of each month will be assessed a \$25 late fee- NO EXCEPTIONS! Dues pricing will not be altered for holiday closures, vacations, inclement weather, natural disasters, nation/state wide pandemics, or any practices canceled during the season.

Monthly Tuition Based on One Child

August 2020 - \$100

September 2020 - \$100

October 2020 - \$100

November 2020 - \$100

December 2020 - \$100

Monthly Tuition Based on One Child

January 2021 - \$50

February 2021 - \$50

March 2021 - \$50

April 2021 - \$50

May 2021 - \$50

✓ **Cheer Expenses** can be paid through fundraising with the exception of anything a CFA athlete keeps (example, shoes, bows, cheer practice wear, etc.)

✓ **Season Music Fee-** Approximately \$75 per Family per year

✓ **Season Choreography Fee-** Approximately \$125 per member per year

Parent Initials x _____

- ✓ **Competition Participation Fees-** Approximately \$15 per local competition. Bigger venue competitions and national competition fees are larger amounts and will be assessed accordingly. National Competitions and US Finals- Approximately \$150 each per athlete for teams attending. These payments will be broken into installments to make payments more affordable.
- ✓ **Tentative Competition Schedule-** Nov. thru May. Schedule will be discussed at the Parent Meeting in August as competition season approaches.
- ✓ **CFA Practices and Gymnastics-** CFA Members are NOT to schedule other activities on CFA PRACTICE DAYS! All routine clinics (scheduled on Saturdays, once or twice a month) must be attended. ANYONE who does not attend a scheduled routine clinic (for any reason) will be assessed a \$25 fee for a personal practice to learn what has been missed.
- ✓ **GYMNASTICS-** Every member of a CFA Competing Team are REQUIRED to take at least ONE WEEKLY CFA Gymnastics Class per week. Gymnastics classes begin in August and run through December.
- ✓ **GYMNASTICS Payments- *NEW*-** Gymnastics will now be paid on a monthly basis included in your monthly tuition. Monthly Gymnastics/Tumbling is \$50 per month.
- ✓ **CFA Summer and Fall/Winter Cheer Gear-** TBD
- ✓ **Uniform Fees-** All NEW CFA members will be required to purchase a uniform. (Approximately \$275)Uniform purchase can be paid through fundraising opportunities. Uniforms are **property of CFA** (unless paid for out of pocket) and are required to be returned at the end of each season. Returning members can size up their uniform, if needed, only if their last season uniform was returned in EXCELLENT condition. *Any member that misplaces a uniform is required to purchase a new one.* Please note: New uniforms for the entire organization will be purchased approximately every 3 years.
- ✓ **Competition Bow/Sneakers-** Competition Bow: \$35/Cheer Sneakers are to be purchased on your own. Any white cheer sneaker is acceptable. Flyers must have a flat bottom sole cheerleading sneaker.
- ✓ Parents can purchase CFA Cheer Gear through our CFA Office and are encouraged to do so!
- ✓ **CFA Awards Night-** This event is held at the end of each season at a Banquet Hall where everyone is “dressed to impress” and all of our CFA Athletes are honored. Each family is required to purchase TWO Tickets (One for the athlete and one for a family member.) Extra tickets for family members will be available for purchase.
- ✓ **Mandatory Fundraisers-** CFA Annual Card Party, Football Mania, Awards Night- Each family is required to sell 2 tickets for the card party, 3 raffles for the Football Mania, and 2 Tickets for Awards Night. A \$25 donation is required for a Card Party prize. Any additional donations are appreciated!

Parent Initials x_____

By my signature, I acknowledge that I have read, understood, and agree to the policies of the 2020-2021 Cheer Force Athletics policies and procedures handbook as listed above.

I also understand and agree that if myself and/or my child do not adhere to the following 2020-2021 Cheer Force Athletics policies and procedures outlined above, it will lead to automatic dismissal from the CFA Program.

X _____
(Athlete Signature)

X _____
(Date)

X _____
(Parent/Legal Guardian Signature)

X _____
(Date)