CTM/ JEA ALL STARS

**\*ATHLETES HANDBOOK\***

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*** “Welcome to our Program”***

***Cheer Time and More/JEA***

Cheer Time & More All Stars is an organization serving the top cheer athletes in South Florida. Our goal is to provide quality athletic training in a professional, safe, fun and positive environment. We wish to teach technical athletic skills pertaining to cheer emphasizing perfection before progression while developing physical and emotional strength. Our focus will be to instill self-confidence and self-esteem to promote healthy socialization and life skills. Perhaps the most important goal we have is for your child to have fun and build life long friendships and memories.

PHILOSOPHY

While the most obvious way that we help the athlete in our program is by bettering their skills and helping them reach their athletic potential, we believe our program serves a higher purpose. Our competitive program’s primary purpose is to teach growing young adults how to work together as a team. While each individual’s contribution is certainly important, we feel that team effort is the way to reach your goals. Throughout a person’s life, they will be faced with situations where they must work together to achieve common goals. Whether in their professional or social life, teamwork is a lifetime lesson.

While the hours, weeks, months, even years of work that go into improving stunts, tumbling, jumps, motions and dance will improve your skills and your chances of cheering in college, much more important than that are the lessons you may learn about sportsmanship, working together towards goals, and striving to win. As we win trophies, banners, medals, and plaques to fill our gym, we will be proudest of the life lessons that we have been able to give to the athletes in our program.

# Cheer Time and More/ JEA

Babas Living, Inc.

Sherma Dillard- Del Tergo

OFFICE INFORMATION GYM INFORMATION

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BASIC INFORMATION

**Cheer Time and More JEA**

#### Athletes Handbook

Everyone associated with CTM All Stars (i.e. coaches, athletes, family members, etc.) is expected to uphold a high level of sportsmanship and character. This handbook is provided as a guide to the specific policies and procedures of our program.

## Practice Sessions

The practice schedule for each class is determined by gym availability. To the best of our ability, we create a schedule that accommodates all the teams.

##### Trademark and Logo

The name “CHEER TIME & MORE ALL STARS or CTM All Stars/ JEA” are the property of CHEER TIME & MORE ALL STARS and are protected under law. Permission is required before anyone may sell any product that uses or displays our name or logo. All sales involving Cheer Time & More All Stars merchandise must go through Cheer Time & More All Stars. **No One can produce ANYTHING with the word “CTM, CHEER TIME & MORE ALL STARS or JEA” or the logo without Sherma Dillard- Del Tergo’s expressed written consent!**

##### Injuries & Liability

While we strive to provide the safest possible environment for our athletes, injuries and/or illnesses may occur. Cheer Time & More All Stars, Baba’s Living, Inc., its board members, coaches, owners, officers, employees, and all other persons or entities acting on its behalf, is not liable for any expenses rising from injuries or illnesses resulting from participation in our program. Every athlete must have their own insurance coverage to defray medical or other expenses. (Continues On the medical release form)

Sportsmanship

Sportsmanship and team unity (supporting each other at competitions) are very important to our organization. Please be courteous and considerate to all teams and athletes. This includes other all-star programs and other CTM All-Stars teams. Please don’t speak negatively about any person, decision, or result. This includes the internet and message boards! We strive to teach our athletes respect and sportsmanship. Anyone who behaves in a manner in or out of the gym that we view as inappropriate may be asked to leave our program.

CLOSINGS

Gym Holidays/Closings (No Practices)

Gym Holidays (No Practices)

Memorial Day (Monday)

4th of July

Labor Day (Monday)

Thanksgiving (Wednesday-Thursday)

Winter Holidays (not required but opportunity to/ tumbling will be available)

MLK Day (Middle of January)

Spring Break (approx. third week in March) UCA competition in Orlando the weekend before.

Easter

Cheer Time and More/ JEA

Training Rules

## Practice Facilities

Everyone must treat the gym with respect and follow the gym’s guidelines. You may NOT bring outside food or drink into the gym area! (WATER ONLY). All trash should be placed in receptacles provided around the facility. Only coaches and athletes are allowed in the main practice area. Everyone else must stay in the observation area during practices. Cheer Time & More All-Stars reserves the right to restrict anyone or everyone from the gym or viewing area during practices or classes. If you need someone or something from the gym area; you must see a coach for assistance. Please, DO NOT enter the gym area.

Lobby Area

All parents should remain in the designated viewing area. Please refrain from “coaching” or otherwise distracting athletes or coaches during practices. Parents and spectators must remain seated, so that others’ view is not blocked. Any children who are not participating in classes, privates, or practices must remain with their parents at all times. Any unattended children that create a mess or cause damages to the facility are the responsibility of the parent/guardian.

General Rules

* Hair pulled back and away from the face prior to the start of practice!
* MANDATORY! Correct practice uniform complete with briefs and sports bra. The sports bra is mandatory if they remove their shirt during practice. If missing an item, they have 2 options:
* Repurchase the missing item or stay after practice and condition!
* Sneakers/tennis shoes MUST be worn at practice at all times.

GYM / TEAM RULES

* No athletes are allowed on any equipment before or after his/her class/practice without the consent and supervision of a coach. No athlete may use any equipment unless an instructor is present.
* Bathrooms are designed for single use only. Please lock the door while using the bathroom.
* No gum chewing or food of any kind is allowed in the gym except for in the lobby are.
* No jewelry of any kind may be worn while participating in practice.
* Time – students should arrive 10 minutes before practice starts & remain in the lobby area until your practice is called.
* Proper diet – Athletes should eat a balanced meal approximately 1 hour before practice begins so that you will have a sufficient energy level
* No cell phones in the gym

Attendance Rules

* All team members are expected to be present at ALL team practices. The coaches MUST clear any missed practices 24 hours prior to the upcoming practice.
* Coaches have the right to name practices excused or unexcused.
* Excused absences are: contagious sickness, death in the family, immediate family emergency, or REQUIRED academic function.
* Excused absences for required academic function must clear two weeks prior to the event and in writing.
* Excessive unexcused absences may result in removal from the team.
* No ABSENCES TWO week prior to a Regional Event!
* No ABSENCES TWO weeks prior to a National Event!
* Missing any competition may result in alternate status or dismissal from the team.
* No ABSENCES during CHOREOGRAPHY!
* Final decision comes from the head coach and is determined by reason of absences and attitude in practice towards coaches and teammates.
* Choreography camp is mandatory for all athletes.
* Absence from Choreography camp will count towards your absences.
* If you are not able to attend summer camp. The fees allocated towards camp are non-refundable due to budgetary reasons.



Cheer Time and More/JEA

Competitions/Special Events

* All competitions are mandatory. While some extreme circumstances may cause athletes to not participate in a competition it is extremely difficult on coaches and teammates, to re-choreograph a routine for one competition. Please plan ahead and watch the calendar for upcoming competitions to plan personal time around competitions.

GYM / TEAM RULES

* If you are sick the morning of a competition it is necessary to attend the competition. A decision as to whether or not the athlete will compete will be made between the parents, athlete and coaches. Many athletes compete sick week in and week out. It is not uncommon to compete with a fever and vomiting prior to the performance. However, the parents and athletes do have the final say.
* The entire team WILL follow the dress code set for the event.
* Full UNIFORM is the required uniform.
* NO Warm-Up Pants are to be worn under the uniform skirt.
* NO PAJAMA PANTS are to be worn at competitions.
* NO JEWELRY while in uniform including body piercing
* NO GUM while in uniform

Conduct

* Positive Attitude – It is important to keep a positive attitude throughout your training. Remember that you will have good days and bad. Remember the good and learn from the bad!
* Work Ethic – We expect you to always work hard in practice from start to finish. You will not achieve your goals without hard work. Excessive displays of laziness and lack of hard work may result in dismissal from the program. Cheerleading skills take time to master. Stay focused on your goals and you will achieve them. If dismissed, you are still required to pay the balance for the yea
* Gossip/Complaining – Gossip and excessive complaining within the program from athletes and parents is not tolerated and can be the single most potent weapon to destroy our program. Please know, as coaches, we have traditions, philosophies, and habits that may not change. We ask that you respect our decisions regardless of if it was “the way you would do it”. Our decisions are based on what is best for the entire program and not necessarily what is best for any one individual. Although we welcome any and all suggestions, excessive complaining about rules and regulations set in stone are reason for dismissal from the program. Furthermore, although it is our goal to run a trouble free program, we are likely to make mistakes. Please refrain from overstating your opinion on any one situations that are not common to our program. As we face difficult situations and decisions we will overcome them with your support.
* Any inappropriate posting on social media about the gym, coaches, teammates or any negative comments, will be grounds for dismissal.

**Discipline:**

* Conditioning may be used as a discipline at the discretion of the coaching staff. Any discipline will serve as a reminder of the offense and will not be excessive to the point of being unhealthy.
* If it is deemed appropriate, an athlete will be put on alternate status for an upcoming competition, exhibition, or event. **ALTERNATE STATUS**: The athlete will not compete in a competition, exhibition, or event during the time deemed by the owner/director. During this time, the athlete must come to all CTM practices and the event they are on alternate status.

##### tiger

##### Cheer Time and More /JEA

FINANCIAL POLICIES

##### Annual Registration Fee

##### Each Athlete is responsible for paying a $35 annual Registration fee.

* All families of athletes are required to have an active credit card on file since this will be the only form of payment.

##### Discounts

* There is a 20% discount off tuition for any additional family members. (Immediate family members only).
* If you would like to pay the entire year in full you may subtract $100.00 from the annual total.

##### Payments (Important Dates 1st, 5th & 10th)

* Monthly money is due by the 1st of every month.
* A $20.00 late fee will apply if payment is received after the 5th.

It is the parent/guardian’s responsibility for timely payments. Failure to keep up with may be cause for removal from the program.

Refunds are not given for tuition or any other payments to Cheer Time & More once it has been received. If tuition becomes behind, we reserve the right to dismiss your child from the team and/or file with small claims court in attempt to collect the fees.

* + Monthly fees will vary from person to person depending on team placement. Please refer to your individual spreadsheet for your monthly fee.

Payments are automatically applied to the “oldest” unpaid charge. In other words, you cannot pay only for current or upcoming fees if you have past due tuition or other charges.

Visa / MasterCard / Discovery / American Express

Cancellation Policy *(This is a 12 month Team Commitment)*

* Removal of your child from a team without approval of the owner/director results in forfeiture of any Tiger Item, FUNDRAISED money, and any payments towards child’s account.
* Removal of your child from a team without approval of the owner/director will result in future payments for items in the payment schedule, including and not limited to: Monthly tuition, Competition fees, Coaches fees and/or Panther Fees.
* No payments will be refunded including fundraised money and CTM payments.
* Should you decide to quit the team prior to the end of the season you will be responsible for paying minimum amount of $250.00 withdrawal fee with a 30 day written notice.

# tigerCheer Time and More / JEA

2015-2016 All-Star Teams

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# Team Placement

TEAM SCHEDULES

NO athlete has a guaranty that they will be place or remain on a certain team. You will be placed on a team that will best sever the program.

Standards and Expectations of the Athletes:

* You must meet certain skills and requirements to be on a team.
* If for some reason your skill level falls below what is required for the team you are on, you may be moved to alternate status or another team.
* Skill levels must continue to advance throughout the year; the only exception is injury.
* You should be willing to try anything that is asked of you. NO ONE will be asked to perform anything that they are not capable of performing.
* Each athlete is expected to give 110%.
* Athletes are expected to conduct themselves in an appropriate manner. NO FOUL language will be tolerated!!
* Each athlete will refrain from negative comments and/or discussions about another team or coach. This WILL NOT be tolerated and WILL be resolved immediately.
* Individual concerns should be directed to the coach before or after practices, NOT during.
* Tuition and competition fees start August 1 2015.

# TEAM GRADE REQ. HRS. WK. TEAM PRACTICE Tuiton/fee

Tiny’s 6yrs- younger 1 T/TH 5:30-6:30 none

# Mini’s 5yrs-9yrs 1.5 T/TH 5:30-7:30 $ 110.00

# Youth 8yrs – 12yrs 2.0 T/TH 6:30-8:00 $ 130.00

# Rec. Prep 8-12 ½ year 2.0 T/TH 6:30-8:00 $ 130.00

# Juniors 15yrs under 2.0 T/TH 6:30-8:30 $ 130.00 Seniors 10yrs & over 2.0 M/W 6:00-8:00 $ 130.00

Sen Co 10yrs & over 2.0 M/W 6:30-8:30 $ 130.00

**Competitions Schedule (example)**

January 17, 2015 Ft. Lauderdale, Fl $80.00

January 31- February 2, 2015 West Palm Beach, Fl $80.00

February 21, 2015 Miami Beach, Fl $80.00

March 7, 2015 West Palm Beach, Fl $80.00

April 11, 2015 Miami, Fl $80.00

May 4- 5, 2015 Orlando, Fl Bid Spot (additional cost may apply)

\*PLEASE NOTE: Fees listed above are the monthly instructional fees ONLY and not inclusive of Annual Registration Fee, Uniform, Practice Clothing, Events/Competitions, Choreography and Specialty Fees.



CTM ALL-STARS

**2016-2017 All-Star Team Commitment Contact**

Athlete’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This form must be completed and returned before the first team practice. **Please initial at the X’s and sign and date at the bottom.**

X\_\_\_\_\_ I hereby give permission for my son/daughter to join the Cheer Time & More / JEA team(s) and agree to pay the $50.00 per person annual Registration fee. I have completed all release forms that makes Cheer Time & More All-Stars and its representative paid or volunteer, not liable for injuries to my child.

X\_\_\_\_\_ **I understand the financial obligations to CTM for participation in the team program and agree to pay all fees by the 1st day of each month or on the 5th day of the month I will be obligated to pay a $20.00 late payment penalty fee in addition to the monthly fees. I further understand that the fees set forth pays for training, uniforms, practice clothing, and events. It does not guarantee my child the right to compete or perform if she/he does not meet the CTM All-Stars program guidelines.**

X\_\_\_\_\_ **I understand that if my account surpasses 10 days past due my Credit Card will be charged with a Late Fee and a 3% service charge or my deposit will be applied to make my account current. If unsuccessful my child will be dismissed from the team until my account is paid or Cheer Time & More could file a claim against me with small claims court in an attempt to receive the past due fees.**

X\_\_\_\_\_ I understand that my child may have to **miss school** to attend National Competitions. I/we understand that my child

may have to sacrifice school and recreational sports participation in the fall and early spring because it may conflict with competitions and practices.

X\_\_\_\_\_ I give CTM / JEA permission to release my phone numbers and/or address to the chaperone for competition use or other parents only child’s team for birthday invitations, thank-you cards, etc. I understand there are times when my child’s chaperone may be calling or mailing information to me. I also understand that there may be times when other parents/team members may need this information also.

X\_\_\_\_\_ I have read and agree to comply with all requirements and rules for the 2016-2017 competitive season. I agree

that in order for the team to succeed, these rules must apply to all members with little to no exception and I understand that non-compliance will result in probation and or dismissal of the team member from the team.

X\_\_\_\_\_ I give permission for my child’s picture to be used for promotional and educational purposes in CTM/ JEA literature including, but not limited to, the CTM/ JEA website, newspaper articles, and promotional flyers and brochures.

X\_\_\_\_\_ I also understand that my child gets 3 excused absences throughout the year. More than 3 absences can be grounds for dismissal in which I am still responsible for the remaining balance. School events, not homework, does not count as an absence or if your child has a doctor’s note. YOU ARE REQUIRED TO CALL THE HEAD COACH IF YOU ARE GOING TO BE ABSENCE.

Please sign and date on the line below. Return to CTM All-Stars along with your first payment on or before your first practice.

Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

X\_\_\_\_\_ I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_authorize CTM /JEA to debit my credit card each month for the monthly fees necessary to participate with the Cheer Time & More program. I understand my credit card information will be held strictly confidential and debited only the amount due (Registration/Monthly tuition/Competition fee and Tiger Fees.

Credit Card Information: Visa Master Card American Express Discovery

Card Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration Date: \_\_\_\_\_\_\_\_

Name on credit card: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Code on back: \_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

X\_\_\_\_\_I will pay my fees by credit card by the 1st of the month. Comp fees on the 23rd of each month.