

Parent Handbook



Cheer Matrix LLC.
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Cheer Team Policies Attendance

Attendance is crucial to the success of the team. An absence is unexcused when it is not given (and must be approved) via an ABSENCE REQUEST FORM at least TWO WEEKS in advance of practice. Two tardy appearances (more than 10 minutes late) = 1 unexcused absence. This is a team sport and all members of the team are required in order to have the most productive practices. Valid reasons for missing practice:

- Emergency or contagious illness (documented by a doctor's note)
- Death in the family
- School event for a grade (must be notified 6 weeks in advance)

Practices are mandatory the two weeks prior to a competition. If an athlete misses a practice during this time, they forfeit their opportunity to compete, no refunds will be given, and a \$250 re blocking fee will be charged immediately. No exceptions.

Any injury that causes an athlete to miss two or more practices will require a doctor's note to return. The athlete must be able to return to 100% capacity in order to be re-choreographed back into the routine. If the athlete is unable to return to the position that he/she held prior to injury, the athlete may be included only as an alternate to the team. If another spot may open, then the athlete may return. If a End of the Season Competition bid is obtained while an athlete is injured, the owners reserve the right to determine which athlete will be included on the roster.

Cheer Matrix competitive teams are unable to allow excess absence for vacations and family parties. In the summer, an exception will be made for vacations. HOWEVER, it must not interfere with scheduled Cheer Matrix Events (choreography, routine upgrades, etc.) Absences WILL NOT be permitted. Vacation in excess of two weeks may result in an athlete forfeiting their position on a team. The potential consequences may include but are not limited to the athlete being placed on a lower level/less competitive team and/or dismissal from the program completely. In this case, NO REFUNDS will be given, and the athlete is responsible for all outstanding balances. *THERE ARE ABSOLUTELY NO EXCUSED ABSENCES FROM A COMPETITION AND/OR PERFORMANCE*

Practice Rules

- Shoes must be worn at all times.
- Appropriate apparel (purchased practice wear must be worn) All coaches have the right to sit an athlete if they are not in the appropriate attire. No credits or refunds will be given.
- Hair longer than shoulder length must be secured in a ponytail
- Cell phones must remain on silent and stay in your bag.
- Bags should be left in designated storage locations.
- Leave your valuables at home; we are not responsible for lost or stolen items. • No jewelry; it's a safety issue.
- Athletes are expected to be respectful to staff, parents and teammates, both in the gym and at competitions. Inappropriate behavior can result in expulsion from practice or immediate dismissal without refund.
- No gossiping in person or on social media.
- Parents are not allowed inside the gym during practices/tumbling. We need every athlete's 100% focus on their routine, their teammates and their coaches. Only the athletes and coaches are allowed on the floor and on the equipment. To that end, most practices are closed to spectators. The week of competition, coaches may open the end of practice briefly to allow friends and family to have a sneak peek of the team's progress.

Parent/Athlete Program Policies

- It is the responsibility of the parent to stay informed. Please check email, GoMotion, and our social media platforms regularly. If you are not receiving messages, contact the gym right away.
- The only people allowed in the gym are athletes and staff. Parents, friends and relatives must remain in their cars, vestibule, or parking lot.
- You cannot create or sell your own Cheer Matrix clothing. The name, team names and all Cheer Matrix logos are copyrighted. All ideas must be approved by management.
- Anyone threatening to quit will be asked to leave immediately; no refunds will be given and a \$250 quitters/re blocking fee will be charged immediately.
- Do not engage in negative gossip or post negative comments about other teams, athletes or coaches at practice, competition or via social media. Please remember, anything you say is a reflection on Cheer Matrix and is grounds for immediate removal
- No animals in the building.
- No profanity or rude language.
- Punctuality is a must. Always arrive at least 10 minutes early.
- Please do not interrupt practices. If you have a question or concern please request a meeting with your coach or management before or after practice.
- Practice schedules can change. We will add practices before any competition.
- Please do not share your opinion about the routine or choreography. We hire experienced and talented staff who will make sure every team is performing at their full potential.
- Coaches/management reserve the right to close and/or open practices at any time.
- Withholding your child from practice as a form of discipline is unfair to the rest of the team.
- We encourage celebrations for birthdays and accomplishments. Please work with your coach to find a time that works best for the team.
- All athletes are expected to be at every practice. Excessive unexcused absences will not be tolerated and are grounds for removal.
- Please make front desk aware of all illness, allergies and/or medication. Please report any injuries to the Cheer Matrix staff immediately.
- The use or possession of illegal drugs, alcohol or tobacco by any athlete is prohibited and will result in dismissal or suspension from the team.
- We at Cheer Matrix understand additional commitments to extracurricular activities or school sports and desire an atmosphere of mutual respect for both Cheer Matrix and other coaches' teams and schedules. If such activities affect your performance and attendance at Cheer Matrix, we may ask you to choose between activities.

FINANCIAL COMMITMENT

Our GoMotion Sports Engine system offers direct monthly tuition payment from either your credit or debit card. Charges will take place on the 1st Day of the month and charged on the 5th. Cash or Check payments are due on the 1st. Any Cash or Check payment made after the 1st will incur a penalty of \$30. Transaction that are declined for any reason will be charged \$30 penalty.

There will be no refunds or prorating for team practices and/or tumbling classes missed throughout the season. Athletes will not be allowed to participate in practices or competitions until balance is current on delinquent accounts.

Additional fees not included in your monthly tuition installment include but are not limited to competition, crossover, team, choreography, uniform and music fees. These fees will be billed through AutoPaycheck. Cash or Check will be accepted if paid a week before due date. Sibling discounts – the first child in each family pays full tuition; each additional child receives a \$20.00 off from Monthly Tuition ONLY. All full year teams may have additional competition and fees for extended travel competitions, including but not limited to US Finals and The Quest. All athletes must have a credit/debit card on file. All balances must be paid in full to be able to participate in end of the season Competitions.

I have read and fully understand my financial commitment to Cheer Matrix. I understand this commitment is for the full season. I understand I am giving my credit/debit card information, and that information will be used for monthly tuition payments. I also understand that this card will be charged for any other overdue fees beyond regular monthly tuition. I understand this card must remain valid throughout the entire season or I will notify Cheer Matrix of any changes to this account. I also understand that I will forfeit any monies (tuition, miscellaneous, fundraising and/or travel fees) paid or raised to date, if I choose to leave the team or if I am asked to leave the program. If I have a financial concern, I understand I must speak with one of the owners. TERM: This authority is to remain in effect throughout the cheer season.

Competition Policies

- All competitions are required for all athletes unless otherwise specified.
- Each athlete is required to have a suitable chaperone at all competitions and appearances.
- There will be no refund of competition or travel fees for any reason including, but not limited to injury, illness or program dismissal.
- Information regarding arrival time, performance time, etc. will be emailed out as soon as the information becomes available. This is typically the Wednesday the week of the event.
- Athletes will arrive on time and ready to compete. Check in with your team coach. It is not the responsibility of the coach to do hair, make-up, etc.
- No jewelry of any kind may be worn at competition. Remove any piercings prior to warm-ups. Jewelry cannot be taped as it is against USASF rules. Remove hair bands from your wrist as they are considered grounds for a deduction.
- When the entire team has checked in and is competition ready, the coaches will then take them to warm-ups. This may be earlier or later than listed on the master schedule as the schedule constantly changes.
- Parents are not allowed in the warm-up area at any competition for any reason.
- After your performance, you will be instructed by staff / team mom on a meeting time and location for awards.
- All athletes must attend their awards ceremony at every competition. Athletes should wear their full uniform. This includes cheer shoes and competition bow.
- While at any competition or event you must be in Cheer Matrix apparel and not in street clothes.
- Remember that you represent Cheer Matrix. at all times. Any unsportsmanlike conduct will not be tolerated. This rule applies to athletes, parents and fans.
- Parents and athletes may not contact the competition companies. All questions or concerns must be directed to Cheer Matrix.
- The Cheer Matrix family believes that it is very important to support all other teams in our organization at all competitions. You will be required to be present for specific Cheer Matrix team performances. Be prepared to plan accordingly.
- Athletes are not allowed to compete with any other cheerleading team at the same competition. • Good sportsmanship, polite manners, and a kind disposition are essential at all competitions. Cheer Matrix prides itself on setting a high standard of behavior. This includes respecting your coaches, team parents and other competitors. Show class, have pride and display character.

I have read and agree to above policies.

PARENT SIGNATURE: _____ **DATE:** _____