

**WELCOME TO THE FAMILY**



**Summit ALL Stars**

**2018-2019 Season**

Prospective All Star Parents,

My Name is Shannon Carnes and I have been the cheerleading director at Summit Sports Center since its existence in 2012! Summit Sports Center prides itself on being a tumbling, gymnastics, and cheerleading facility that truly cares about its athletes, families, and community.

The decisions I make may not be the most popular ones. In some cases, it might even be a decision that you feel like is not in the best interest of your child! I understand that, however, please know the decisions my coaches and I make will be in the best interest of the team as a whole.

When you catch me in passing and I seem flustered or distracted please understand, it is likely because I'm trying to figure out how I can make something better for the teams, the gym, and the athletes. I am juggling in my mind, who is where, who needs what and what do I need to do better to get them there. I'm constantly thinking, what can we do to put out a better product, what can I do to prepare my coaches and our teams to be more competitive and how can we make practices more productive and fun!

I will try, but I cannot make everyone happy 100% of the time! That would mean that I am not doing what I believe in and what I know will make a team successful. However, I do know that I will love your children 100% of the time! I care more about them off the mat than you might believe. As someone who is going to love your children, what happens outside of the gym and off the mat plays an important role of who they are to their coaches and myself.

Our entire coaching staff wants them to realize their dreams, we want them to be wildly successful in whatever they choose to do, but most of all, we want to help them become the leaders we know they can be in their every day lives for years and years to come

All Star Cheerleading is more than just motions, skills, and routines. They will take the lessons learned from this season and they will carry with them throughout their entire life!

So there will be days I upset you, days I make decisions that you completely disagree with! However, there will never be a day that I don't care about your child! I will love your child well beyond their time at Summit Sports Center! Regardless of how any adult feels about me or the decisions I make, I have done this for the kids the since the day we started and I will do this for the kids for as long as I am lucky enough to be in this position!

This season I know every athlete will take away life long memories and lessons!

Thank you for choosing to spend your season with us! My coaches and I are excited to share our passion with your athlete this year! We have created an exciting schedule and great camps, activities, and a slew of guest instructors to help your athlete grow physically and emotionally! We have no doubt that this will be the best season yet!

Cheers, and here's to a new and exciting season!

Shannon Carnes

All Star Cheerleading Director

Summit Sports Center

[Shannon@summitsportscenter.com](mailto:Shannon@summitsportscenter.com)

## WHAT MAKES SAS THE BEST?

- ✂ Our SAS staff is highly trained and committed to continued education in All Star Cheerleading! We spend our summers going to multiple training sessions and hands on workshops to ensure we are up to date on the latest rules, trends, and safety guidelines
- ✂ We truly care about your athlete and are determined to help them become the best athlete and leader they can be
- ✂ Our All Star cheer program is a 501c3, which means you will receive all items tax free with no profit gained by the cheer program, which makes things less expensive for you!
- ✂ We will always put the TEAM first
- ✂ We are dedicated to ensure your athlete has FUN while learning and growing!
- ✂ We are dedicated to ensure your athlete's passion for their sport remains strong

### **Communication with staff:**

At competitions coaches are there to coach. Any issues that arise during a competition will be addressed promptly during the week following the competition. Parents should never approach a coach with an issue at competitions. Coaches/Directors will schedule a time to meet privately.

Any verbal communications at the gym should be held in private and coaches will only discuss concerns regarding your athletes.

Coaches will provide you with feedback via email on a monthly basis. Parents may respond via email, and coaches will also make themselves available for appointments to discuss these matters in person at the parent's request. If a concern is emotional or "heated," it is suggested that parents wait 24hrs as a cooling period before contacting a coach. Please feel free to email Shannon with any questions/concerns as they arise.

### **Practice Attendance Policy**

#### *Summer Practices:*

- Attendance at practice is critical to your athlete's progress and integral to the success of the team and athletes should be at practices during the summer season.
- However, summer practices are designed to accommodate family vacations, summer sports, church camps, summer camps, beach trips, etc.
- We allow more flexibility with attendance, so long as the absence has been scheduled on the vacation calendar, noting the vacation, camp, game or any other scheduled activity preventing the athlete from attending practice.

#### *Competition Season Practices:*

- The "Competition Season" begins August 2018 and ends April 2019
- Practice attendance is absolutely mandatory and compliance with the attendance policy below will be strictly enforced. An athlete's team position will be jeopardized for noncompliance with all the following terms of the attendance policy.
- Athletes are expected to be at every practice.
- If an athlete is absent from practice for any reason, whether excused or unexcused, he or she is responsible for learning ALL routine changes made in their absence, before to the next practice.
- Practices may be changed or added at any time during the year.

## ***Excused Absences***

An "excused absence" must be submitted in writing two weeks prior and must be either:

- School Functions that result in a grade, or
- Anything pertaining to school sponsored cheerleading event.

## ***Unexcused Absences***

"Unexcused absences" are simple; ALL other absences that are not a school function that results in a grade or involve school cheerleading are unexcused.

- The following are examples of unexcused absences: part-time jobs, dances, concerts, banquets, long distance driving, family reunions, weddings, recitals, and school/church socials
- Academics: School is a high priority and Summit stresses the importance of education. With that being said, schoolwork, including homework, projects, and studying for tests, are unexcused absences. Athletes are expected to maintain proper time management so this does not become an issue.
- **Athletes are only allowed three (3) unexcused absences during competition season, beginning in August before any disciplinary action may be taken for noncompliance; including but not limited to, being put on probationary status, placed as an alternate, or removed from various elements of choreography.**
- In the case of an unexpected emergency, you must contact your coach as soon as possible to inform them of your situation.
- **Unexcused absences are NEVER allowed the weekend and 2 weeks before a competition or performance under any circumstance. Noncompliance may result in the athlete being moved to an alternate position or removed from an upcoming competition, at the discretion of the coach and director.**
- Missing a competition may result in immediate dismissal from the program.

## ***Absence due to Illness: Injury or Family Emergency***

Illness: You must attend practice when you are sick, if you are not contagious. In addition, when absences due to illness perpetually occur on an ongoing basis, you may be required to provide a doctor's note with detailed information regarding the illness, treatment and length of recovery. This includes dental, medical and any other health related issue that may prohibit a student from participating.

Injury: In the event that an athlete is injured you should notify your coach of the happening of such injury immediately. Thereafter, you should continuously update coaches as soon as possible with all information concerning doctor's prognosis, estimated length of recovery, potential for surgery, and any change in circumstance affecting their ability to perform the physical skills required to fulfill their role on the team. Athlete must still attend practice!

• We will re-choreograph routines based on the athlete's injury and length of recovery. Once the individual has fully recovered, he or she may or may NOT be choreographed back into the same part of the routine. All injured athletes must continue to pay fees in full. Please note that if a missed performance results in a Bid Award, your child may or may not be eligible to participate in the bid performance.

Family Emergency: This term is not to be taken lightly.

## ***Competition Attendance***

Mandatory, No exceptions! Failure to attend a competition may result in the removal of the athlete. If you are late to the meet time or do not report for warm ups your athlete will be given a list of specific conditioning exercises to complete at their next practice.

## Practice/Competition Dress Code:

### *Practice*

We do have a set practice uniform that you must wear.

- Hair must be pulled back away from face and out of the way of tumbling and stunting
- **Athlete must be in proper practice uniform at all times.**
- **If you lose or misplace your practice uniform you will be required to purchase another uniform that day.**
- Cheerleading shoes: each athlete should wear their cheerleading shoes to practice and competition **and nowhere else**

### *Competition*

- Athletes must wear the competition uniform and shoes
- Athletes must wear matching warm up jackets or T-shirt decided on by the cheer director
- **Black pants are the ONLY pants allowed under the uniform**
- **All hair and make-up must be COMPLETE before entering the competition venue. DO NOT LEAVE the hotel room without your hair and make up being competition ready. That means hair in a high ponytail, French braid (from right to left), TEASED ponytail and hair sprayed back.**
- You are NOT allowed to wear any jewelry at any time during competition days.

## Role of Parent

Parents are expected to:

- Parents or family members are NEVER allowed on the gym floor. They must remain in the parent viewing area.
- Encourage their athlete to always treat fellow teammates, coaches, and Summit staff with respect.
- Ensure that their child understands what we expect of them as an athlete, as explained in the "Role of Athlete" section.
- Not express their opinions during practice or coach their athlete "from the sideline," i.e., from the parent-viewing area or the lobby.
- Not videotape at practice unless approved by a coach. Also, not post routine choreography on Facebook/YouTube unless approved by Coach Shannon.
- Defer to the coaches' discretion regarding team decisions. Inevitably, we will lose or gain team members through the course of a season. Any dismissal or addition of a team member is solely at the discretion of the coaches and owner of Summit.
- **Withholding a child from practice or competition should never be used as a form of punishment. This punishes not only your child but every other team member and parent.**
- **Refrain from threatening to quit or pull their child from a team. This is unacceptable parent behavior that will not be tolerated. Any such threats will subject parents to disciplinary actions, including removal from the team.** The viewing area is open for practice/class observation every day. However, if problems arise Summit staff has the right to close the viewing at any time.
- Parents should not listen, participate or instigate gossip.

## Travel Obligations

- Parents are responsible for their athlete's activities and behavior at out-of-town events.
- Parents must understand that competitions are not vacations and that athletes' time and focus should be fully committed to the team and Summit throughout the time of the event.
- Please note that from time to time, you may be required to attend an event on a Friday and leave the event on a Monday, due to scheduling by the Event Company and/or Summit.
- If a parent/guardian cannot attend an out of town event, you will arrange for another Summit parent or responsible adult to travel with your athlete to and from the event, and to be responsible for the athlete during the entire event.

### **Issue and Conflict Resolution:**

It is imperative that you understand that discretionary Coaches' decisions are made based on the good of the team, even though you may, personally disagree with the same. These decisions are made after considering all relevant information and consultation with those involved. Coach's decision will be objective and always based on their best evaluation of the facts.

Please be mindful of the fact that routine positions are always fluid and never absolutely "set in stone." Athletes will naturally progress over time, some more rapidly than others. Summit recognizes and rewards hard work and dedication. Therefore it is NOT safe to assume that, because your athlete is doing a certain role in the routine during summer months and even at the time of choreography that he or she will be doing (or not doing) this same thing at the end of the season.

If you have an issue, concern or conflict, you must follow the following protocol, in the order listed below. This method has been proven to be the most effective and fair way to address these issues and concerns in furtherance of positive conflict resolution achieved through the fairness, transparency, and being open-minded in both listening and communicating.

1. The athlete should speak to the coach about the matter. In cases where the athlete is too young to adequately articulate the issue, then the parent may communicate the concern to the coach.
2. If the matter remains unresolved or if the athlete has clearly legitimate concerns that speaking to the coach will not or cannot possibly resolve the matter.
3. The parent should then email the cheer director Shannon Carnes
4. If the email process does not resolve the matter, an in-person meeting will be called with the coach, parent, and director.

Athletes are expected to behave themselves in a manner consistent with the expectations and policies stated herein. When an athlete's behavior does not meet these requisite standards, (for example, where an athlete continuously defies coaches' directions at practice, repeatedly talks to coaches or teammates in an inappropriate, rude or disrespectful manner, or displays an overall lack of team-commitment that creates an environment that is not conducive to learning and unproductive for others, amongst other things) we will address such issue by resorting the disciplinary actions, in the order listed below.

1. The Coach will first discuss the problem directly and privately with the athlete, with the assumption the problem will be corrected immediately.
2. If the problem persists, the Coach will remove the athlete from his/her team practice in response to this unacceptable behavior.
3. If the athlete is removed from practice the cheer director will contact the parent by email to discuss the situation in hopes of a resolution.
4. If behavior persists, the athlete will be removed from the program.

Our desire is to work in a positive way with all athletes. Should a problem arise, rest assured that we will make every effort to find an acceptable and creative solution, while also enforcing all policies and procedures set forth herein, in a fair and consistent manner.

### **Financial Obligations:**

As parents or guardians you have signed the Summit general waiver, release, policies and procedures, tuition and fees, etc. This handbook is addition to all of the said material.

**All Competition fees must be paid by the 15<sup>th</sup> of the month they are scheduled, if they are not your athlete will sit out of practice.**

**All Competition fees must be paid in full no later than November 15<sup>th</sup> 2018.**

If there is an outstanding balance on your competition account after November 15<sup>th</sup> 2018 your child will be moved to an alternate position.

Monthly gym fees must be paid on time in accordance with the "tuition & fees" sheet on the general Summit Sports Center Inc., registration form, or my child will sit out of practice or be removed from the team.

You are solely responsible for all travel costs associated with out-of-town competitions including transportation, lodging and food.

### **Parent/Guardian's Travel Responsibilities**

Summit Sports Center Inc. assumes no responsibility to supervise or monitor athlete's activities or behavior during out of town events, except during the time I am required to be at the competition venue. I am responsible for my athlete's activities and behavior during out of town events, including travel to and from.

**If you choose to leave Summit at any point during the competition season you are still obligated to pay all fees in full! Plus a 200.00 re-choreographing fee!**

### **Commitment to TEAM**

As the parent/guardian and athlete, we have read and completely understand the rules, requirements and regulations as outlined in this handbook. We promise to uphold and abide by the rules set forth herein. We realize that Summit reserves the right to change, amend or assess the stated policies and procedures as deemed necessary at any time.

I have read and understand all policies, procedures, and guidelines contained in the handbook, general waiver, release, policies and procedures, tuition and fees, and correctly filled out the athlete info sheet. I understand that it is my responsibility as a parent to follow through with my child's financial obligations associated with tuition and other fees during the 2018-2019-competition season. Should I fall behind or fail to make payments I recognize that my child's involvement will be jeopardized.

Athlete Name

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Athlete Signature

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Parent/Guardian Name

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Parent Signature

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Date

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## 2018-2019 Competitive Cheerleading Contract

I, the undersigned hereby certify that I am the parent or legal guardian of \_\_\_\_\_ (athlete). The athlete desires to be team member within the Summit competitive cheerleading program for the 2018-2019 season. This contract sets forth the terms and conditions under which the athlete may participate in the 2018-2019 competitive cheerleading season as Summit team member.

### Responsibilities of Athlete and Parent/Guardian

I understand that accepting a place on a Summit Competitive Team is both an honor and a privilege, and that it entails a significant commitment to Summit and to fellow team members. Athlete hereby agrees to attend all practices and competitions, and understands the disciplinary actions that may be taken if the athlete does not comply with the attendance requirements set forth in the "Practice Attendance" and "Competition Attendance" Sections found in the Summit All Stars Handbook.

### Parent/Guardian's Indemnification of Summit

I hereby give my permission to Summit staff to seek and give appropriate medical attention for the athlete during the period of practice or competition (or to/from) in the event of accident, injury or illness. I will be responsible for any and all cost of medical attention and treatment. I represent that the athlete is covered by medical insurance. I understand that, as with any sport, injuries can occur and the athlete is physically fit and mentally capable of participating in cheerleading, gymnastic, and dance activities. I represent that I have sought the opinion of athlete's pediatrician/physician. I hereby waive, release and forever discharge Summit Sports Center Inc., and its staff, representatives, volunteers, owners, agents, and all other Summit Sports Center affiliates from all rights and claims for damages, injury, or loss to person or property which may be sustained or occur during athlete's participation in Summit Sports Center Inc., activities, whether on the Summit Sports Center Inc., facility premises or at any other venue where a Summit Sports Center Inc. activity takes place, or in travel thereto or there from.

I acknowledge that competitive cheerleading is an inherently dangerous sport in which I/my child, participate at my/my child's own risk. In consideration of Summit Sports Center Inc. allowing me/my child a position on a competitive cheerleading team, I, on behalf of myself, my heirs, assignees and personal representatives, do release and forever discharge Summit Sports Center Inc., its employees, agents, officers, members, sponsors, promoters and affiliates from any and all liability, claim, loss, cost or expense, and waive and promise not to sue on any such claims against any such person or organization, arising directly or indirectly from or attributable in any legal way to any negligence, action or omission to act of any such person or organization or execution of any Summit Sports Center Inc., -related cheerleading event, including travel to and from such event, in which I/my child will participate as a team member or spectator.

I expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Tennessee, and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

This contract, together with the Summit Sports Center Inc., Handbook, Releases, and Authorization materials referred to herein, represent the entire agreement between Summit Sports Center Inc., and the undersigned:

I have read and agreed to the terms of this contract:

\_\_\_\_\_  
(Print Name of Parent or Guardian Responsible for Payment of Financial Obligations)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Accepted by: \_\_\_\_\_  
(Cheer Directors signature)



## Summit Sports Center Parent Code of Conduct

Parents play an important role in their athlete's commitment to our program. Please read and initial carefully and understand the commitment you are making.

\_\_\_\_\_ If my athlete is involved in any matter of disrespect towards any member of the Summit Sports Center staff or students, I will work with my athlete and a staff member to resolve this problem with my child immediately.

\_\_\_\_\_ I understand that my athlete must wear the proper practice attire to all practices. Failure to do so will result in the purchase of additional practice wear and it will be added to my gym or cheer account

\_\_\_\_\_ I understand that coaches reserve the right to suspend my athlete's participation in practice or competition as a disciplinary action if any of the rules, policies, or codes of conduct are broken by the athlete or Parent.

\_\_\_\_\_ I will do all that is necessary to get my athlete to practice on time and assure he/she does not leave practice early. If my child is late to practice I understand that they will be required to do specific conditioning.

\_\_\_\_\_ I am aware that this is a **ONE-YEAR** commitment and will do everything in my ability to enable my athlete to participate in all practices and competitions throughout this season.

\_\_\_\_\_ I am aware that inappropriate displays of behavior from parent/athlete can result in removal of an athlete from the team, this applies in all situations including practices, performances, and competitions.

\_\_\_\_\_ I am placing my athlete under the supervision and guidance of Summit Sports Center therefore, I will respect and honor decisions made by the coaches.

\_\_\_\_\_ I will not gossip about another team member/parent/coach; nor will I participate in such gossip and I will do my best to encourage others who attempt to do so to follow the appropriate channels to resolve their issue.

\_\_\_\_\_ **I will not use practices and/or competitions as punishment for actions outside of the gym.**

\_\_\_\_\_ I will do our best my best to keep the staff informed of extracurricular activities that may interfere with my athlete's participation. I understand that in the event concession cannot be made our commitment to SSC will take precedence.

\_\_\_\_\_ I understand that threatening to quit, leave program, or go to a different gym will not be tolerated and my family will be removed IMMEDIATELY

\_\_\_\_\_ I understand that if my child must leave the program for any reason during the months of July-April I will pay all remaining competition fees as well as a re-choreographing fee of \$200.00.

\_\_\_\_\_ I understand that if my child must leave the program for any reason all monies paid to the "Summit Cheer" account are non refundable.

\_\_\_\_\_ I will follow the payment schedule that has been handed out to me and if I do not I understand that my athlete will sit out or may be removed from the program.

**I have read and understand my role as a Summit Sports Center Parent; I will do my best to uphold my end of the commitment.**

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Summit Sports Center Athlete Code of Conduct

Athletes: please read carefully and initial each obligation in the space provided. Parents: please review and explain obligations to your athlete and initial after each section.

\_\_\_\_\_ I will come to practice with a positive attitude and I will give my best effort towards the agenda set by the coaching staff, failure to have a positive attitude with result in my removal from the program.

\_\_\_\_\_ I will attend all practices and if I am unable to, I will fill out an absent form two weeks in advance.

\_\_\_\_\_ I understand that being a student athlete can be challenging. I will ensure that all of my schoolwork is up to date before practice so that it does not interfere with my teams success and progress.

\_\_\_\_\_ I understand that I am only allowed 3 unexcused absences throughout the season; more than 3 may result in choreography changes or my removal from the program.

\_\_\_\_\_ I will not disrespect any team member, coach, or competitor for any reason at any time.

\_\_\_\_\_ I understand that this is a **ONE-YEAR** commitment and that a team is depending on me to fulfill my responsibilities as a team member.

\_\_\_\_\_ I will learn and obey all rules and regulations of Summit Sports Center, which are found in the attached handbook.

\_\_\_\_\_ I will not gossip about another team member/parent/coach; nor will I participate in such gossip and I will do my best to encourage others who attempt to do so to follow the appropriate channels to resolve their issue.

\_\_\_\_\_ **I understand that if I am late to practice or a competition I will be expected to do specific conditioning exercises.**

\_\_\_\_\_ I understand that threatening to quit, leave program, or go to a different gym will not be tolerated and I will be removed from the program IMMEDIATELY

\_\_\_\_\_ **I will wear the practice wear to each practice. If I lose any of my practice wear I understand that I must replace it immediately.**

\_\_\_\_\_ I will arrive at all competitions with my uniform, hair and make-up ready for competition according to the Summit All Stars specifications. I understand that at no time is my uniform or appearance to be altered in a manner that is unbecoming of a Summit All Star team member.

\_\_\_\_\_ I understand that by breaking any of the codes of conduct above, or any other rules laid out in the handbook. I may be suspended or dismissed from All Star Cheerleading at Summit Sports Center.

***The obligations above reiterate the importance of the athlete and parent's responsibilities together. Team sports are based on individual commitments; however, they are fueled by team efforts.***

Athlete Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# CREDIT/DEBIT AUTHORIZATION FORM

Athlete Name: \_\_\_\_\_

I Hereby authorize Summit Cheer or its affiliates to charge this credit card on a monthly basis if my cheer account payment has not been paid by the 15<sup>th</sup> of the month. Summit Cheer may also charge my card for periodic miscellaneous charges at my request. This authorization is to remain in full force and effect until Summit Cheer has received written notification from me (or either of us) of termination of this service in such time and such manner as to afford Summit Cheer a reasonable opportunity to act upon it.

## Card Holder Information & Payment Authorization:

Name on credit card (exactly as printed):

\_\_\_\_\_

Billing Address for credit card (Street, Apt #)

\_\_\_\_\_

\_\_\_\_\_ City

\_\_\_\_\_ State

\_\_\_\_\_ Zip

\_\_\_\_\_ Credit card number

\_\_/\_\_/\_\_ Exp Date (Must be valid through 4/30/2018)

\_\_\_ Security Code

\_\_\_\_\_ Signature

\_\_\_\_\_ Today's Date

## PAYMENT POLICY

All Charges at Summit Sports Center & Summit Cheer are billed on the 1<sup>st</sup> day of each month and become due immediately. Customers have until the 15<sup>th</sup> day of the month to pay the balance due on their account via cash, check, etc. All Amounts remaining on the 15<sup>th</sup> day of the month will be charged to the credit card on file unless the 15<sup>th</sup> falls on a non business day. Then the card will be charged on the next business day. Should a balance remain unpaid on the 16<sup>th</sup> of the month, the athlete associated with this account will be withheld from all activities with Summit Sports Center. This includes accounts in which the credit card transaction on their account is declined for any reason.

## **Important Dates:**

**Uniform Fittings-** - Monday, June 11<sup>th</sup> at 4pm

**Optional Stunt Clinic hosted by The Cheerleader Magazine-** - June 21<sup>st</sup>

(More information available & to sign up visit [www.thecheerleadermagazine.com](http://www.thecheerleadermagazine.com))

**Gym CLOSED-** - July 2<sup>nd</sup> – July 7<sup>th</sup>

**All Star Choreography-** - July 25<sup>th</sup> –July 30<sup>th</sup> Mandatory for all teams

**Athlete Fall Retreat Camp-** - September 7<sup>th</sup>-9<sup>th</sup> Mandatory for all Junior and Senior teams

**All Star Choreography** (dance and pyramid)- - September 21<sup>st</sup>-23<sup>rd</sup> (approximate)

**Stunt Clinic-** - October 21<sup>st</sup> & 22<sup>nd</sup> **Mandatory for all level 2-5 teams** (approximate)

**View From the TOP & Picture Day-** - October 27<sup>th</sup> **Mandatory for all teams**

