

Legend Athletics All Star Cheerleading Handbook 2017-2018



Welcome to the LA Family!

It is imperative that each athlete along with his or her parent/guardian read over this handbook very thoroughly and carefully before joining the Legend Athletics Family. Each athlete must submit a signed copy of the Athlete Code of Conduct Form. Each parent/guardian must also submit a signed copy of the Parent Code of Conduct Form and the Financial Commitment Form by the first day of practice.



Welcome

Thank you for choosing to join the Legend Athletics family! As we enter our 5th season under new management, we are beyond eager to fuel the hearts of those who love competitive cheerleading! Whether returning or joining us for the first time, we give you a LEGENDary welcome.

As the sport of cheerleading has grown throughout the years, Legend Athletics remains one of the most passionate, hardworking and innovative programs in the industry. Under the direction of Program Director Daniel Woodruff, our staff is dedicated to creating well-rounded, confident athletes who excel inside and outside of the gym. Our hand-selected staff have backgrounds in acro and tumbling, gameday/competitive cheerleading, dance, gymnastics and modeling. By using the “perfection before progression” method, we guarantee that our athletes walk away with a stronger understanding of the sport and better skill set than ever before.

This handbook was created to provide you with all of the necessary information for you and your athlete(s) to have a great season! We want the best for everyone at Legend Athletics so we encourage any questions or concerns. This is more than just cheerleading - it is family.

We are so excited for this upcoming season. We promise that Year 5 will be our best yet and we cannot wait to experience this journey with you!

Best,
Legend Athletics Staff

Meet the Staff

Coach Daniel Woodruff is a graduate from the University of Pittsburgh and a cheerleading/dance fanatic. Entering his 11th season in the industry, he is looking to restructure the program and help build well rounded athletes! His experience ranges from collegiate cheerleading to performing under professional dance companies. He has coached and choreographed cheerleading on every level and has worked for event producers at the highest level, The Dance Worlds. With his vast knowledge of cheer and dance, it is his goal to create an unstoppable program!

Coach Angela Miller is a full time mom to her son, Jake, and a student at WCCC's School of Nursing. Angela's cheer career began at Hempfield Middle School and has barely slowed down since! Her experience as a captain at Hempfield and years of experience competing in the high school and all-star circuits make her a vital part in the LA family!

Coach Angela Harshman: Angela is finishing up her first year at WCCC. She's been dancing for the last 17 years with experience in tap, ballet, pointe, lyrical, contemporary, hip hop, acro, modern, stretch & turn, and jazz. She has coached for Norwich PAL and EAAA and has coached at Legends for the past 2 seasons. Under Gina Adamek, she been trained to coach competitive gymnastics up to level 3. Angela can't wait for another Legendary season!

Ms. Kenzie Adamek: Mackenzie will be a senior at Fairmont State University majoring in Business with aspirations to become a gym owner and operator. Due to her excellence inside the gym and with her academics, Kenzie received a scholarship from Fairmont State to be a part of their competitive Acro and Tumbling team. She has competed as a level 9 gymnast, a studio dancer and an allstar cheerleader, since the age of 7. With her 5 years of coaching experience and dedication to the sport, she will definitely be one of the vital pieces to our successful season!

Mrs. Gina Adamek: Gina is the owner of Legend Athletics and a vital coach. Gina has a Bachelor's degree in Elementary Education. With 17 years of coaching experience, she is extremely passionate about molding children into strong athletes, mentally and physically. Gina has also owned Flip City/Legend Athletics since 2008. She strongly believes in positive reinforcement and encourages all families and coaches to do the same!

Communication

In all-star cheerleading, there are constant changes and updates that must be followed in order to keep consistency throughout our program. We use a variety of communication platforms and social media to keep you in the loop. Stay on top of these Legend Athletics updates with these tools:

Email: Emails will be sent from legendallstarcheer@outlook.com. We ask that you provide us with an email address that you check daily. The information that is sent out via email is typically directed to parents/guardians (competition, practice, meeting, fundraising and all other important information). On the first of every month, an email will be sent out with reminders about events in the upcoming month.

Website: All of the necessary forms and information can be found online at www.legendallstarcheer.com. We try our hardest to keep our site updated so that we can clearly communicate what is on our agenda. You can find our all-star calendar online, which is one of our most helpful resources. This calendar contains all of the dates and times for competitions, practices, meetings, etc. Any questions regarding scheduling should be redirected and answered by the online calendar. If you have any conflicts, questions or concerns, please contact Coach Daniel.

Text: All teams Junior age and above will each have a group text for every team they are on. These groups are for the athletes to communicate and for team captains to relay any information that needs to be passed on from the coaches. In addition to this, there may be a parent group text for all Team Moms to relay any information from the coaches to the parents.

Social Media: Because social media is one of the largest marketing tools to date, we take our platforms very seriously! We ask that all parents/guardians and athletes follow and like all of our pages. Any posts regarding our Legend family must be positive and factual. If you choose to represent Legend Athletics on your personal page, it is imperative that you do not post anything suggestive or offensive. Any misrepresentation of our program or disrespect to anyone online will result in dismissal from the page and dismissal from the program (under the director's discretion). Follow us and like us now!

- Facebook: legendallstarcheer
- Twitter: @Legend_Cheer
- Instagram: Legend_Athletics

Gym phone: (412) 877-4523 Day phone: (724) 454-0251

Gym address: 1553 Arona Road Irwin, PA 15642

Next Level Tumbling School

This season we have adopted a system that guarantees maximum individual and team tumbling success. The Next Level Tumbling School is broken down into levels 1-5 that correspond with the levels in all-star cheerleading. If your athlete has tumbling skills that do not meet the level requirements for their primary team, they are encouraged and expected to schedule private lessons and attend open gym sessions in addition to tumbling school. Tumbling practices will be scheduled once a week for 1.5 hours.

Based on the tumbling displayed during tryouts, athletes will be placed in the appropriate level. Athletes will have the opportunity to work on all level appropriate skills and must test out in order

to get to the next level in tumbling. To test out, you must be able to throw elite standing, running and jump tumbling passes. Once tested out, the progression of new skills will then begin.

Practice

General: Practice dates and times will be determined after placements and are subject to change. All full year teams will practice 2 days a week for 2 hours each, in addition to 1.5 hours of tumbling; all express teams will practice 2 days for 1.5 each with 1.5 hours of tumbling. Athletes are required to be ready to get on the floor at the start of their practice time, which means they are expected to show up at least 10 minutes early. We want the best for our teams so we ask for 110% from athletes and parents/guardians. There will be times in which coaches may add practices, as we approach competition dates. We ask that you try your absolute hardest to make these a priority.

Attendance: It is imperative that all athletes and parents understand that all-star cheerleading is a TEAM SPORT. We cannot guarantee success without consistent and productive full team practices. Your athlete is allowed 7 missed practices for the entire season (2 practices for ONE vacation, 3 of which are permitted to be excused, and 2 that are permitted to be unexcused). All practices are mandatory, unless an absence request form is filled out and approved two weeks in advance or an emergency.

- Absence request forms can be found and completed on our website.
- If an athlete is absent due to sickness, a note from a medical professional is required in order for it to be an excused absence.
- We have a suggested "Vacation Week" for all families (6/30-7/6). Seeing that the gym will be on a break and it is a holiday, we highly recommend planning your trips over this period. This way athletes will miss as little as possible.
- Excused: family emergency, excessive illness, submitted and approved absence request forms, inclement weather
- Unexcused: illness, lack of ride, school function, last minute communication, parties, etc.

If an athlete participates in any other extracurricular activity besides Legend Athletics, their practice/performance schedules must be submitted to Coach Daniel ASAP. All planned vacations, trips or family functions must be submitted as well. We are willing to work around your schedules, but communication is necessary.

It is completely unacceptable to miss practice for minor conflicts. If the allotted number of missed practices is surpassed, your athlete will be immediately removed from the program. Any offense regarding the attendance policies will result in no participation during the following practice. Any unexcused absence constitutes as an offense and will have proper repercussions.

Illness/Injury: Athletes are expected to be at practice, even if they are ill. Unless the symptoms are extremely violent and the athlete is contagious, attendance is still required. Athletes will be permitted to sit out of practice, but it is important for them to at least observe practice and absorb any changes/corrections made.

If an injury occurs, documentation from a medical professional must be provided to clearly articulate the length of absence. Under the coach's discretion, the athlete will be choreographed out of the routine or a replacement will be asked to fill in until the injured athlete has a full recovery. If you cannot perform the original skills you were choreographed, your placement in the routine is subject to change.

Drink/Bathroom breaks: We encourage all athletes to use the restroom prior to practice. If an athlete needs to use the restroom during practice, it must be done on a drink break and they must get permission from their coach. Asking to use the restroom during practice is distracting and requests will be immediately denied, unless it is an emergency. Drink breaks are meant for drinks and not cell phones. If an athlete is caught on their phone, repercussions will be enforced.

Practice wear: Athletes must order and receive three practice tops and two bottoms by the beginning of September. During summer practices, athletes are permitted to choose their own practice clothing. Themed practices may be scheduled for building team morale/bonding or coaches may schedule colors for their teams to wear. By having matching practice wear, coaches will be able to fully see the routines and be able to fix any errors. One top will be designated as a “performance top” that will only be worn on special occasions. The other two tops and bottoms will be assigned for practice days. Athletes will be allotted one “warning” for not following practice wear protocol. Any violation after the first will result in no participation during practice and conditioning. Athletes are not permitted to wear cheer shoes outside of the gym.

Required practice wear:

- Cheer bag
- Practice uniform
- Cheer shoes and socks
- Practice bow

Competitions

General: Competition season is where the real fun begins! At Legend Athletics, we take pride in our family involvement and spirit. We encourage parents/guardians to bring as many people as possible. The more crowd energy, the better! We are expected to attend approximately 8-10 competitions for our full year teams and 3-4 for our half-year teams.

Attendance: Attendance at every competition is absolutely mandatory. We ask that you arrive 15 minutes earlier than the designated arrival time. Please plan accordingly for travel time. Always assume there will be traffic and difficulty parking. If you must leave an event early, you must notify Coach Daniel the day the itinerary is released. NO EXCEPTIONS!

If you need to be exempt from a competition, an absence request form must be submitted no later than 6 months prior to the event. Approval is contingent based on the discretion of Coach Daniel. If approved, the athlete will be replaced one month prior to the event to ensure adequate time for their replacement to learn the routine. Unless there is an outstanding emergency (not including sickness), you are not allowed to miss a competition. NO EXCEPTIONS!

Itinerary: As soon as event producers release the performance order, an itinerary will be emailed out to all parents with all of the necessary competition information. This is an extremely helpful resource and will be able to answer any questions you may have (location and start time of events, team mom contact info, arrival, meeting, warm up, performance and award times, meeting places, etc.). Please do not bring questions to coaches, unless you have completely reviewed the itinerary and cannot find the answer there. Team moms will be designated for each team and will be responsible for gathering the teams at the designated meeting spot and reporting them to their coaches.

Appearance: Athletes are to arrive in full uniform, hair and makeup to every event. Jewelry, body piercings, or nail polish of any color are all completely prohibited. Athletes will be required to remove any of the following, WHEN noticed by a coach. Uniform checks will be completed at every event right before entering warm ups. Athletes must be completely covered when walking around competitions: absolutely no exposure of torsos. All supporters of the Legend Family are expected to wear as much Legend gear as possible. We ask you to go all out with spirit to show LA has the most pride at each event!

Conduct: Good sportsmanship is required from everyone in our Legend family. We encourage everyone to sit together and cheer on each team in the VIP viewing areas at competitions. Absolutely no negativity is to be displayed or discussed while at event. Do not vocalize opinions unless they are positive. You must remember that there are ears all around and someone will hear what you are saying. You are to never approach a judge, any coach, event staff or any athlete about a performance. At competitions, we only worry about Legend Athletics!

Nationals/Travel Competitions: This year we are setting bigger and better goals for our athletes! Our goals for each team is to receive either a D2 Summit bid or a bid to U.S. Finals. Both of these bids are extremely difficult to obtain and a great reward for those who earn them.

- Summit bids are distributed the day after bid events and are based upon score and ranking. In order to obtain a Summit bid, we must attend a national competition that is awarding bids; that competition is still TBD. If granted a Summit bid of any kind, we will **definitely** attend.
- U.S. Finals bids are distributed at the award ceremony on the day of the bid qualifying events. If your team receives a first place bid, that team will **definitely** attend unless a Summit bid is awarded to that team. If your team receives a second or third place bid to U.S. Finals, attendance to the event is contingent based on the discretion of the staff. There is no alternative competition for U.S. Finals.

For national competitions, every athlete is required to arrive one day prior to the start of the event. There will be a practice the night before competition day to ensure our teams are ready. Each family is required to cover their own travel and lodging expenses. A room block will be reserved in the "team hotel" with a discounted rate. Our staff highly recommends making arrangements in this particular hotel well in advance!

The FINAL competition schedule will be released in July 2017.

Pricing

Administrative Fees (Full Year):

Fee	Amount	Due Date
Registration Fee	\$50	Due by registration
USASF Fee	\$30	Due by parent meeting
Monthly Tuition	\$150 (June-May)	Due by 1st of every month
Choreography*	\$150	Due by August 1st
Music*	\$100	Due by September 1st
Crossover Choreography/Music Fee	\$70	Due by August 1st
Competition Fees	\$130 (5 payments. Approximate amount. Additional charges for crossovers)	Due by the first of every month
LAPA Dues	\$10	Due by September 1st

Apparel Fees (Full year):

Fee	Amount	Due Date
Uniform*	\$400	Due by October 1st
Practice Wear*	\$125 (Approximate amount)	Due by September 1st
Bows	\$40	Due by November 1st
Warm ups (w/name)*	\$125 (Approximate amount)	Due by October 1st
Backpack (w/name)*	\$100 (Approximate amount)	Due by October 1st
Competition makeup	\$30	Due by October 1st
Shoes	\$100 (Approximate amount)	Due by September 1st

All items followed by * can be broken down into payment plans to spread the cost.
Choreography/Camps

Camp

General: This season, we are hiring Next Level Athletics for choreography. Daniel Woodruff will be the lead choreographer on all of the routines. He is a professional choreographer with his own brand and has received a numerous amount of specialty awards and international recognition. Camp will be broken up into 3 sessions and dates are TBD:

- Stunt camp: stunt camp will be a four-day session for 2 hours each, in which athletes will learn their quantity stunt, elite stunt, basket toss section and pyramid.
- Choreography camp: choreography camp will be a four day session for 2 hours each in which athletes will learn their standing tumbling, running tumbling, jump sequence and additional choreography
- Dance camp: dance camp will be a four-day session for 2 hours each, in which athletes will learn the dance portion of their routine and fill in any gaps.

Attendance: Attendance for all camps is mandatory. All absence request forms must be submitted and approved at least two months prior to camp dates. If excused absence is permitted, athletes are responsible for finding a higher-level athlete to fill in and learn their part. If an athlete misses a camp, they will not be choreographed into the routine.

Financial requirement: it is your responsibility to fulfill all payment deadlines prior to camp dates. If your choreography fee is not paid prior to, your athlete will not be choreographed into the routine.

Extra-Curricular Information

General: Athletes are expected to work and improve their tumbling skills throughout the season. Coach Daniel has the right to demote any athlete to a lower level team if they feel that a particular athlete is not working to improve their skills. Additional tumbling may be necessary for athletes to progress.

Classes: This season, we will be offering an array of classes for athletes and parents! Enrollment for all sessions and information on all of the classes can be done online.

Open Gym: Every Monday, for an hour and a half, there will be an open gym for any athlete to come in and train. At this time, athletes are to work on any tumbling, jumps or stunting they choose. All athletes are encouraged to attend.

Private/Stunt Group Private Lessons: Each individual coach offers private lessons. We offer half hour or hour-long sessions for individuals, pairs or stunt groups! If you would like to schedule a private with one of our instructors, please do so online.

ProShop: This year our ProShop is bigger and badder than ever! We've got a variety of new apparel for everyone in our Legend Family. You will be able to view the items in the office, but all orders can be placed online! No shipping!

Fundraising/Legend Parents

General: All-star cheerleading is a family oriented sport so we encourage all of our Legend family to get involved! We believe in giving back to the community and making our athletes work hard for everything. Each month, families will have the opportunity to participate in a small fundraiser. There will be 2 gym-wide mandatory fundraisers as well. Every bit counts and we ask that you volunteer your time to help with our Legend Fundraisers!

Fundraising Committee: Our fundraising committee is going to be comprised of volunteers who have experience in fundraising or just want to get involved. This is a great chance to network and get closer to your Legend family! Once the committee has been selected and approved by Coach Daniel, a monthly meeting will be held to ensure that we are progressing.

Team Mom: Team Moms are seasonal volunteers who are hand selected by Coach Daniel to act as a liaison between their designated team parents and the staff. Team moms are responsible for escorting teams on competition days, planning parties and communicating messages. If you are interested in being a Legend Team Mom, please let Coach Daniel know!

Legend Athletics Parent Association (LAPA): LAPA is a volunteer organization within Legend Athletics organized exclusively for charitable purposes only. It is run by an elected board of volunteer parents. The purpose of LAPA is to raise funds for the benefit of the entire gym as well as provide fundraising opportunities that can be used individually by each athlete for costs associated with Legend Athletics ONLY. (ex. uniform costs, competition fees) Monies collected through LAPA cannot be used for tuition. A parent of each athlete is required to join LAPA.

Athlete Rules of Conduct Form

I understand that I must always respect my coaches, my teammates, my program and myself. Any act of disrespect will result in repercussions based on Coach Daniel's discretion.

I understand that my attendance is extremely important. I will show up to every practice and promise to always give 110%. If I have to miss a practice or event, I will act maturely and responsibly in communicating with my parents and coaches.

I understand that safety is a priority. I will always stunt and tumble safely to ensure no one gets injured and will only do so when a coach is present.

I understand that I am expected to dedicate myself inside the gym and to all other activities outside of the gym. I promise to be an upstanding athlete and always strive for academic excellence.

I understand that if I am injured or ill in any way, I have to report it to my coaches immediately.

I understand that the use of profanity, offensive language or discussion of anything inappropriate is completely prohibited. I will never speak negatively about a teammate, a coach, my program, another program, my parents, other athletes or myself.

I understand that the use of cell phones or electronics is completely prohibited. If I get caught on my phone at practice, I am required to give it to Coach Daniel until the end of practice.

I understand that if I choose to represent Legend Athletics on any of my social media platforms. I am not permitted to post anything offensive, provocative, negative or inappropriate. I recognize that I am a reflection on my coaches, program and parents. I will never post anything negative about another program on social media.

I understand that Legend Athletics reserves the right to remove me from my team if my behavior, attitude and effort do not meet the standards set by the coaching staff.

I understand that I am to remain silent and listen when my coaches are speaking.

I understand that when on the mat I am not allowed to complain or cry. I am only allowed to encourage.

I understand I am expected to be the best me at all times!

PRINT NAME

DATE

SIGNATURE

DATE

Parent Rules of Conduct Form

I understand that good sportsmanship is mandatory at all competitions, practices, and gym functions.

I understand that under no circumstances should a parent or sibling enter the practice area at the gym or enter the warm up area at any competition, unless they are directed by the owner or coach.

I understand that I should not voice my opinion about other children, coaches, staff, or other teams in a negative manner. If this becomes a problem, it may result in closed practices at any time or dismissal from the gym.

I understand that I can schedule a meeting with any of the coaching staff to ask any questions or go over any concerns. Approaching a coach at practice or a competition is never acceptable.

I understand that if I threaten to quit or leave the program, I may be dismissed immediately.

I understand that I am required to check my email, Facebook and the Legend Athletics website regularly to keep updated on my team's information.

I understand that I am to never speak or approach a judge at a competition.

I understand that Legend Athletics is privately owned and operated and should parents or cheerleaders engage in behavior that is misrepresenting of Legend Athletics, they reserve the right to remove parents or athletes from the program temporarily or permanently.

I understand that all social media platforms should be treated as if spoken in person and I am responsible for anything that is said on my page. Disrespecting teammates, coaches or other programs will not be tolerated

PRINT NAME

DATE

SIGNATURE

DATE

Financial Commitment Form

I understand that all payments must be submitted by cash or personal check. All cash payments must be followed with a receipt. If a personal check is returned, a \$40 return fee will be charged to your account

I understand that all payments are due on the first of each month. All payments received after the 15th will result in a \$15 late fee, per month.

I understand that all monies paid to Legend Athletics are non-refundable.

I understand that all competition fees are set by event producers and have additional coach's fees. Teams are registered for competitions months in advance so it is imperative for payments to be on time.

I understand that Legend Athletics is not responsible for covering any cost incurred due to travel. All travel and lodging expenses are personal.

I understand that Legend Athletics is not responsible for product wear and tear. This includes any uniform, practice wear, bow, shoes or any other specialty item ordered. I agree to hold Legend Athletics harmless in the event there is a product issue.

I understand that if my athlete's team qualifies for a next level event, I will be required to pay for additional competition costs.

I understand that if I choose to leave, or am asked to leave the program for any reason, at any time, I will be responsible for a \$500 early termination fee.

I understand that if I choose to no longer participate on a crossover team that I have previously agreed to, I will be responsible for a \$250 rechoreography fee.

I understand that if my account reaches 30 days past due, my athlete will not be able to participate in any Legend Athletics activity.

I understand that if my account reaches 60 days past due, Legend Athletics may turn my account over to a collection agency or file a small claims case against me. I agree to cover any costs associated with these attempts to collect the money owed to Legend Athletics.

I understand that I have 30 days from the date this contract is signed to terminate my commitment with Legend Athletics with no further financial obligations. Monies already paid to Legend Athletics are non-refundable.

I have read and fully understand my financial commitment to Legend Athletics for the 2017-2018 competitive season.

PRINT NAME

DATE

SIGNATURE

DATE

