

We are excited about you joining Top Notch Athletics. As a Top Notch Athletics member, you will have opportunities to perform and compete at festivals and promotional work as well as local and National competitions. Participating on an all all star team may increase one's chance of placement on a high school squad or obtaining a college scholarship by exposing cheerleaders to the advanced skills sought by these programs.



We want this to be an exciting and unforgettable experience for you and your child(ren). We will provide a structured and healthy environment for your child, but we expect your child to take advantage of our program seriously and work hard as a Top Notch Athletics cheerleader. Our goal is reaching the maximum potential of each individual and the squad as a whole. We expect each family to represent our gym and the Top Notch Athletics team in a positive manner.

### **What Is All Star Cheer?**

All star cheer is a competitive, team activity that includes a 2:30 minute routine combining tumbling, stunts, jumps, dance/motions and performance/ showmanship. The Allstar industry is governed by an organization known as the United States All Star Federation, USASF. The USASF sets routine guidelines, experience levels, and age groups in order to allow teams to compete against other teams of similar age and ability levels.

The USASF requires athlete registration for the season. This is similar to athlete registration with other youth sports like baseball, gymnastics, and swimming. The expected membership fee is \$30 payable on [usaf.net](http://usaf.net) by June 1st or you will incur a late fee of \$10 per month by the gym. If you are new to All Star cheerleading program please go to [http://usaf.net.ismmedia.com/ISM2/ParentsActionCommittee/Cheer\\_Parents\\_101.pdf](http://usaf.net.ismmedia.com/ISM2/ParentsActionCommittee/Cheer_Parents_101.pdf) for some great introductory information.

### **Philosophy/Mission Statement**

“Perseverance is the hard work you do after you get tired of doing the hard work you already did.” Newt Gingrich

The safety and success of each individual athlete is of the biggest importance to the Top Notch Athletics staff. Team selection is a process of evaluating each athlete so we can put together a competitive and strong team as possible. Its been found to be successful to allow the girls to compete at a level in which they are capable and train at a level above what they compete. When doing this we can correctly train the skills with proper technique without rushing, build strong and confident athletes, and provide a safe environment.

It is important to understand that while winning is always the goal - our main priority is to ensure that our athletes have a good experience and learn lessons in team work, confidence and overcoming life's obstacles. We want to build strong athletes with good character. In order to achieve this goal we need the support of the parents. Part of learning and growing is dealing with disappointment, learning to overcome and working together is what makes the athlete strong and builds their confidence. The parent's role is crucial to the success of all of our teams. Together we can achieve more!

## **Code of Conduct**

As a Top Notch Athletics parent, you are bound to the same level of expectations as your athlete. You represent our program and your child, and your behavior should not be a distraction to either. All members of our program are bound by the policies described below.

We will NOT tolerate bullying, gossip, cliques, or drama amongst our athletes or athletes of a different program. You must respect your teammates, coaches, and competitors. Back talk, rolling of eyes, or any other form of disrespect for coaches or teammates, is unacceptable. You are expected to show respect and be courteous to your coaches and teammates at all times. When asked a question at a practice, students are to reply in a respectful manner to coaches. All consequences for inappropriate actions and all disciplinary measures will be left up to the discretion of the coaches. There is also a chance of not being placed on a team the following year.

No negative or rude comments are to be made on any social forum websites such as, Facebook, Twitter, Instagram, Snapchat, etc. about any member of the Top Notch Athletics teams/ staff, competition, or other fellow gyms. Do not post any pictures of yourself or others, in a Top Notch Athletics uniform or attire acting in a negative manner that would discredit the gym's reputation. No cell phones are allowed during practice or competition warm-ups/awards. Cell phones must be turned in at the beginning of practice to the cell phone basket. Cell phone use during practice is strictly prohibited. For emergency, you may call the gym and we will get your athlete. Anyone with continued behavioral problems will be removed from the gym and all monies will be forfeited.

**24-Hour Rule:** Before approaching a coach with a concern that upsets you, please wait 24 hours to calm down before contacting the coach.

Contacting coaches by email is our first preference. For emergencies, you may contact them by phone or text, but please DO NOT contact them outside the hours of 9:00 a.m. to 9:00 p.m. Do not stalk coaches and/or Top Notch Athletics staff.

## **Gym Facility Guidelines**

- For the safety and fairness of all participants, only coaches and athletes are allowed on the gym floor. We will not allow parents, friends, grandparents, etc on the floor at any time. If you need something, please let our Front Desk Personnel know and they will alert a coach. Please help us in this effort to provide the best service to our/your athletes.

- Participants are not permitted to compete, fill in for or participate with any other All Star Cheerleading team while currently enrolled in a Top Notch Athletics program. Each athlete is required to provide a copy of their birth certificate or Current Driver's License if applicable. Each athlete will be required to have a USASF member ID and pay membership dues. More information on dues in the financial packet.
- We are honored to work with your children and we do not take that task lightly. Please also understand that participation in the program is a choice and a privilege. Any parent or athlete who displays negative behavior or is counter - productive to the overall success of the program can be dismissed from the program at anytime without warning.

## **Commitment**

Commitment starts with the cheerleader and follows through the parent. It is a known privilege to be a Top Notch Athletics Cheerleader. The success of your team will depend on each individual/ parent commitment and dedication to the team. This program is not about the individual. We will not tolerate “individual” attitudes. We feel that the member on the back row is just as important as the member on the front. The first tumbling pass is just as needed as the last. Flyers can’t fly without bases. Flyers are no more important than back spots. It takes a TEAM to win. The team will always come first in making selections and decisions. Please refrain from punishing your child by keeping them from practice, cheer is a team sport and by keeping the athlete from practice you are punishing the team as a whole. Please make sure they are keeping up on all of their responsibilities at home and school.

## **Rules and Regulations**

Parents and athletes should remember to be respectful and courteous to others at all times. A positive attitude & good sportsmanship are integral parts of the All-Star program. The behaviors below as well as all others mentioned in this handbook encourage teamwork and must be followed.

1. Social Media – comments regarding Top Notch Athletics, team members, other gyms, etc... should be made only in a positive fashion. **NO NEGATIVE COMMENTS!** If you see inappropriate comments at any time please report them to our Cheer Director immediately and do not respond to them.
2. No gossip about any other team or gyms (school or all-star)
3. No smoking, drinking of alcoholic beverages or use of drugs. This will warrant immediate dismissal from the squad.
4. Challenging the authority of the coach or person in charge, by student or parent, will be automatic dismissal from team.
5. Abusive behavior, lying or any other negative behavior is grounds for dismissal.
6. Each member will follow all rules and guidelines given by the coach or person in charge.
7. Negative behavior towards a Top Notch Athletics member or another gym will result in dismissal from the team.
8. Be respectful of the facility and always take care when using equipment and pick up after yourself in all areas of the facility. Set an example to others by being respectful at all times.

9. Inappropriate dress attire is not tolerated (including unapproved bare mid-ribs, low cut tops, shorts too short, etc)
10. No profanity or abusive language.
11. We want our All-stars to use the gym as often as possible, but no child is to be at the gym unsupervised more than 15 minutes before the start of practice or 10 minutes after practice has ended.

### **Leadership & Expectations**

1. Each athlete must be aware that being part of an Top Notch Athletics All-Star team is a privilege and you should set a good example and be a positive role model to keep this privilege.
2. Athletes will set and maintain the highest examples of behavior.
3. Each athlete and parent must be aware of the responsibilities required & the commitment they are making to the team both financially and time-wise.
4. Each athlete must realize the manner in which they conduct themselves while representing Top Notch Athletics directly reflects on the entire squad and coaches.
5. Each athlete must be willing to cooperate with and be helpful to the coach or any person in charge.
6. Each athlete will be willing to work hard, take directions, and strive for excellence..
7. Athletes will maintain the proper appearance with no extremes in apparel, extreme hairstyles or colors, or unsafe piercings. Coach's decision is final.
8. Athletes will do everything in their power to achieve personal and squad goals.
9. Athletes missing camp or practice are responsible for finding a replacement so that the team will be able to practice fully and the athlete will know what they missed.

### **Disciplinary Policy**

Top Notch Athletics will normally adhere to the following progressive disciplinary process:

1. Verbal Warning: An athlete will be given a verbal warning when a problem is identified that justifies a verbal warning or the athlete engages in unacceptable behavior. Verbal warnings are documented and placed in the athlete's file and the parent is notified by the coach.
2. Written Warning: A written warning is more serious than a verbal warning. A written warning will be given when an athlete engages in conduct that justifies a written warning or the athlete engages in unacceptable behavior. Written warnings are maintained in an athlete's file and a copy is given to the parent.
3. Removal: An athlete will be removed from a team when he or she engages in conduct that justifies removal or does not correct the matter that resulted in less severe discipline.

While Top Notch Athletics will generally take disciplinary action in a progressive manner, it reserves the right, at the coaches' discretion, to decide whether and what disciplinary action will be taken in a given situation. Top Notch Athletics reserves the right to dismiss an athlete from the program at any time due to policy infractions.

## **Cell Phones**

Cell phones are NOT allowed at practice. When your child enters practice, they will drop all phones into a basket kept at the front desk. If you need to reach your child, please call the front desk and they will get ahold of your child's coach.

## **Social Media**

We encourage social media that represents the Top Notch Athletics program and its members in a positive manner. Improper use of social media may be grounds for dismissal from the team without refund. Top Notch Athletics athletes, family members and coaches should not:

- Claim to be an official or unofficial platform of the Top Notch Athletics organization or any of its teams.
- Use the Top Notch Athletics name, mottos, hashtags and/or logos in any way that would result in negativity.
- Post or share any content that is abusive, harassing, demeaning, threatening, defamatory or bullying.
- Post or share any content that includes insulting, obscene, offensive, provocative or hateful language.
- Post or share any Top Notch Athletics videos (other than on private team facebook pages) on any social media until the season is complete.

## **Practice Attendance and Absences**

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.

Please try to be 15 minutes early to practice or at least on time. If your child is not on the mat and completely ready (meaning: hair up and cheer shoes on) when your team is scheduled to begin, you are considered tardy! This will result in extra conditioning after practice. Your 4th unexcused tardy, will count as an unexcused absent.

Your child will have 2 team practices per week. During the summer, team practices will be Tuesday and Thursday 5-8 with the option to take a tumbling class on either Tuesday or Thursday before practice at 4. Summer practice is critical to your athlete's progress and integral to the success of the team. When fall schedule starts, practices will be Wednesday and Sunday. Practices could be added at the coach's discretion during the heavy competition season.

You are allowed to miss up to 4 summer practice days in addition to the closed calendar holidays given. It is important to have each cheerleader at summer practices to allow the kids to bond, coaches to formulate routines, and for the teams to progress in skill. Vacation forms turned in

less than 2 weeks prior to vacation will not be approved. Vacation dates will not be approved the week of a scheduled competition. Vacation requests via phone or text will not be approved.

Athletes are only allowed 2 unexcused absences during the competition season, if a third absence occurs a parent meeting will be scheduled. If additional absences occur, disciplinary action may be taken for noncompliance.

**\*\*\*SUMMER PRACTICES ARE JUNE THROUGH AUGUST. COMPETITION PRACTICES ARE AUGUST THROUGH MAY.\*\*\***

If you can not attend a practice it needs to be pre-approved by a coach. If you will be late, out sick, etc.; you must contact your coach prior to practice. If you are sick but not contagious, you will be required to come watch practice so you are aware of any changes made to the routine. Handwritten notes are not excused absences. If you are injured, you are expected to still come to practice for support and to help out, also we could give you alternative assignments so you can keep up your strength. If you are absent the week of a competition, you may be replaced with an alternate athlete.

Homework, studying for a test, concert tickets, birthdays, anniversaries, school breaks, school field trips, and family trips are not excused absences. School trips that are not documented for a grade are not excused absences. Absences due to graded events will be excused, but must be approved by a coach. Gym owners will decide if the gym is closed due to weather conditions.

All star cheerleading is an all year around sport, and one that requires the athlete to commit to a certain level of practice in order for them to SAFELY progress. When we place an athlete on our team, we are making a commitment to them that we are going to do everything in our power to have them competition ready. By accepting a position on the Top Notch Athletics team, the athlete is also making a commitment to their teammates that they are going to do everything in their power to help the team be successful. In order to follow through on that commitment, the athlete needs to be at practice.

### **Alternates/Injuries**

Alternates: Tuition for alternates is \$125 per month. Alternates typically consist of injured athletes or athletes with a loss of skill. If an athlete is offered an alternate position or a different team assignment and declines it, any monies paid are non-refundable. Coaches will determine practice and competition attendance expectations.

In the event of an injury, the athlete must attend all practice and continue to pay tuition. If your athlete becomes injured outside of practice, please notify your coach as soon as possible. This will help us prepare and make changes to the routine prior to practice. If the athlete has restrictions, we will need a doctor's note with specific restrictions and alternate conditioning/rehab in-

structions. Once the athlete has FULLY recovered and is cleared by a doctor, he or she may or may not be choreographed back into the routine.

**ALTERNATES AND INJURED ATHLETES ARE REQUIRED TO ATTEND ALL COMPETITIONS AND PRACTICES FOR SUPPORT OF THEIR TEAM MATES AND IN-CASE OF ANY SITUATION.**

**Uniform/Practice Wear**

Practice Dress Code

- Athletes must wear the correct practice clothes. Cheer shoes must be worn at every practice.
- Please keep in mind that shorts are meant to be worn as shorts and do not need to be rolled up excessively. Tank tops are NOT to be rolled up.
- In the event that practice clothes are lost, damaged, or outgrown you may purchase a new set.
- Athletes are free to purchase larger sizes or additional sets of practice clothes at anytime throughout the season.
- Hair should be pulled up and out of the face.
- Females should wear spandex and sports bra's under their practice attire.
- NO Jewelry of any kind is allowed in the gym.
- Fingernails should be kept short. Fake fingernails can be very harmful to the athlete and teammates and are strongly discouraged during the season.
- New piercings are also strongly discouraged during the season

Competition Dress Code

- Athlete's have two options that may be worn during competition. Full uniform with an approved t shirt over it or "Official" Top Notch Athletics Warm Up.
- Awards – all athletes must be in full uniform including bow, shoes, etc. (must be dressed the same way you competed). No backpacks or phones.
- Hair and makeup should be complete before entering the arena - unless the team is getting together to do hair. This will occur occasionally for certain events if time permits.
- Proper shoes are to be worn the entire time. No Uggs, boots, flip flops, etc
- No jewelry is permitted at competitions.
- All Apparel should be ordered through the gym
- To protect the integrity of our brand, no parent or athlete is permitted to use the Top Notch Athletics or mascot logos without authorization from the gym manager- this includes, but is not limited too - gym mascot logos, team names, Top Notch Athletics logo or any gym initials. If you have apparel ideas please submit them to your gym manager.

**Athlete/Coach/Parent Role**

**ROLE OF THE TOP NOTCH ATHLETICS STAFF**

The Top Notch Athletics staff is highly trained, motivated and committed to the success of your athlete. You can expect the following of the Top Notch Athletics coaching staff:

- Coach for the love of the sport and the love of the athlete, by always putting the athlete first
- Lead with character and by example
- Develop a positive-demanding coaching style

- Remain safe and realistic with athlete progression, while also challenging the athlete to reach his or her potential.
- Strive to provide a fun, safe, and overall positive experience for your athlete, while focusing on the importance of healthy competition

### **ROLE OF THE TOP NOTCH ATHLETICS ATHLETE**

We expect the following from ALL athletes as members or alternates of any Top Notch Athletics team. These expectations will be strictly enforced, during practices, clinics, competitions and any other Top Notch Athletics events. Athletes are expected to:

- Cheer for FUN!
- Be gracious when you win and graceful when you lose
- Treat fellow teammates, coaches, and staff with respect. Put the team first.
- Be accountable for your own actions
- Show good sportsmanship and class at ALL times.
- Refrain from using any social media networking, messaging services or electronic media to distribute negative or inappropriate information that could be detrimental to yourself, your family, and the Top Notch Athletics reputation in any way. These are grounds for immediate dismissal from the program.

### **ROLE OF THE TOP NOTCH ATHLETICS PARENT**

Parents are expected to:

- Do everything possible to make the athletic experience positive for your child and others
- View the routine with team goals in mind
- Be an encourager - encourage athletes to keep their perspective in both victory and defeat
- Be a good listener
- Encourage their athlete to always treat fellow parents, teammates, coaches and Top Notch Athletics staff with respect.
- Not threatening to quit or pull his/her athlete from the program.,. Anyone to do so will be asked to leave immediately as we do not take this lightly.
- Not express their opinions during practice or coach their athlete from the sideline or viewing areas.
- 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 coach, all star supervisor and manager.
- Refrain from using any social media networking, messaging services or electronic media to distribute negative or inappropriate information that could be detrimental to yourself, your family, and the Top Notch Athletics reputation in any way. These are grounds for immediate dismissal from the program.
- Not listen, participate or instigate idle, worthless gossip. It is a detriment to team unity and chemistry.

Your trust in the coaching staff is paramount. At times when no progress is being made, or at least it seems that way, showing support is the best thing you can do for your child. While encouragement is essential, please refrain from pressuring the child to “out perform” anyone else or to attempt skills which may be beyond their present physical ability and therefore dangerous. Do not become a fanatical sport parent, these parents typically have unrealistic expectations and reg-



ularly overestimate their children's abilities regardless of what they might be told from coaching staff or from their own child. Find out about your athletes progress periodically. For a full discussion of your athletes progress, make an appointment with the child's coach. If you can not schedule an appointment, please email the coach for a brief progress report.

## **Skill Camp**

A MANDATORY Top Notch Athletics "In House" camp for all athletes will be held in June. The cost for in-house skills camp is included in the Allstar Fees.

## **Competitions**

We hold our athletes with high expectations while attending any and all competitions. There will be NO CELL phones aloud during awards. Cheerleaders MUST be in uniform for awards and will not be allowed to leave before awards unless cleared by a coach. Coaches will NOT be responsible for holding any personal items, so any and all items should be left with a parent or guardian.

Members of Top Notch Athletics may not compete as a member of another All-Star competitive cheer team. Competitions are not optional and all team members are required to participate in every competition. We will have a planned competition schedule for the season in early June – if we win a Summit Bid or other prestigious competition bid we will be attending those added competitions. Out of town competitions will require travel which parents will be responsible for their own travel arrangements and cost. If a parent is unable to attend a competition, they must make arrangements to ensure their athlete attends.

## **Bids to Summit and The One (and any other awarded events)**

These competitions are NOT included in the Allstar Fees. If the team gets a bid to one of these events, the team parents will vote on whether or not to attend. Whether a team receives a paid bid or an at large bid, parents are responsible for any additional costs associated with attending these competitions (airfare, additional costs for rooms, etc.) including covering expenses for coaches. Paid bids generally do not cover the full cost of attending the competition.

For the Summit: If a team gets an At Large or a Paid Bid, at least 75% of the team must agree to attend. Athletes who cannot attend will be replaced on the team. DO NOT PRESSURE PARENTS OR ATHLETES WHO VOTE NO!!! Please remember that the Summit may be the only opportunity for some athletes to experience competing at ESPN in Orlando.

For The One: the team MUST receive a Full Paid Bid to attend this competition. The team must agree unanimously to attend this competition since it is held during the regular competition season. If there are a few athletes who cannot attend, the coaches will address this on a case by case basis.

Please note: there will still be additional costs to cover coaches' expenses even if the team receives a Full Paid Bid.

The week of the event you will receive following times via email:

- Arrival Time: when you must be present for team reps to take roll completely dressed in warm up with hair and makeup complete.
- Meet Time: when you must meet your coaches in the meeting area/room dressed in full uniform. All backpacks, etc. must be left at this time as you will head to warmups shortly.
- Performance Time: when the team is scheduled to perform.
- Award Time: when you should be present for awards ceremony in full warmup, hair and makeup.

### **Travel Expectations**

Parents will be responsible for getting their cheerleader to any and all competitions. If for any reason you are unable to attend, please arrange for your cheerleader to attend with another family. No athlete is allowed to travel to a competition unchaperoned. For gym insurance reasons, your child's coach is not allowed to be the designated chaperone. The chaperone is to be provided with medical release form and all pertinent information along with enough money to cover all costs (i.e. meals, share of hotel room, share in car rental cost, and incidental items). The gymnast is to respect the chaperone's advice and guidance. It is the parent's responsibility to notify the coach with a list of who is chaperoning whom before the team departs.

All parents are expected to sit together in support of the Top Notch Athletics team.

**NO ABSENCES ALLOWED THE WEEK BEFORE COMPETITION! Coaches reserve the right to replace an athlete who misses practice the week before a competition.**

### **Choreography**

Choreography dates will be set in July for the team. Each athlete must be present to maximize benefits of each choreography session. All routines/choreography including dances, stunts, and transitions should be highly protected. Top Notch Athletics choreography should never be copied or taught to anyone without the consent of the head coach. This also includes any and all portions of music selections and editing. No videos of routines/choreography should ever be uploaded to any online site such as YouTube or Facebook. Violation of this rule or the theft of music is grounds for immediate dismissal.

### **Viewing Policy**

Parents may watch practices from the parent viewing area. At times, it may be necessary for the coaches to close the parent viewing area. We appreciate your cooperation during these times. Parent viewing may be closed during choreography or for a specific amount of time designated by the team coach. This allows us to effectively coach teams without any outside distractions. Parent viewing is a privilege. Please do not sit and "gossip" or "assume" in the viewing area. If this becomes an issue, the individual parent may be restricted from viewing practice at all times. Our best athletes are often left alone for us to coach and mentor. Please do not be a "helicopter

parent”. Any questions, comments, or concerns about your child’s progression or practice should be taken to your coach. If needed, a private meeting will be scheduled with the Team Coach or Owners.

### **Open Gym/Practices At A Different Gym**

Top Notch Athletics athletes are not to attend an open gym or practice at another gym without the express consent of their current coach. This will typically not be approved, however as with most things, there are possible exceptions, so please be sure you inquire with your child’s head coach before engaging in this activity.

### **Tryouts At A Different Gym**

No Top Notch Athletics athlete will be allowed to tryout at another club while still actively enrolled at Top Notch Athletics without the express consent of the Top Notch Athletics owner. Coaches may not grant this approval. Should Top Notch Athletics management discover that this has occurred; the athlete will be removed from all competitive rosters **with no refund or removal from financial responsibility granted to the parent.**

### **Home Equipment**

**PLEASE DO NOT PURCHASE HOME EQUIPMENT FOR YOUR CHILD TO PRACTICE ON!**

Not only is home equipment one of the biggest causes of athlete injury, but when they work on home equipment without a coach’s instruction they tend to build improper habits which take us a significant time to correct. Although you may think that providing them the home equipment would allow them to “get better” or work ahead, it almost always puts the athlete behind.

### **Private Lessons**

- Your account **MUST** be current.
- The athlete **MUST** be displaying acceptable work ethic during regularly scheduled practices.
- All private lessons must be coordinated and approved through your child’s team lead coach; regardless of which coach you wish to perform the private lesson with (i.e. assistant coach, or another coach)
  - Your child’s primary coach works with your child the most, we want to ensure that any training plans the coach has in place with the athlete are not accidentally disrupted by a private lesson with another coach. It is also just a simple matter of courtesy to your child’s primary lead coach.
- The private lesson must be held at a time that does not interfere with normal scheduled practices.

- If your private is scheduled at a non-business hour time where there will be no one in the gym but the coach and athlete, you are **REQUIRED** to stay in the gym for the duration of the private lesson.
- Primary coaches, at their sole discretion, may rescind their approval for a different coach to do private lessons with the athlete if they feel the private is impacting proper progressions or athlete approach/attitude in normal practices.

### **Report Cards/Grade Point Average**

Top Notch Athletics Allstar cheerleaders are required to keep a 3.2 or higher grade point average or equivalent or they will not be allowed to practice or compete.

Athletes must turn in their report cards directly to the head coach at the end of each quarter.

- Athletes who do not meet this criteria will be placed on probation for the next grading period. If their grades do not show improvement, they will be removed from the team to allow them the time to focus solely on school.
- Students who are not on a GPA grading scale at their school (i.e. homeschooled, elementary school, etc.) are still required to turn in report cards. Each non-GPA assessed report will be reviewed based on its grading scale.

### **School Sports**

If you are on a school competition cheer team it is important that you bring a copy of your scheduled practices, events, and coach's information to the head coach. They will attempt to work around any conflicts the best they can. We can not guarantee that every conflict will be solved. Only school competitive cheer conflicts will be considered as a potential reason to miss practice. We will not work around sideline cheer conflicts, middle/JV, basketball cheer, or other outside sports. We simply can not afford to change ALL of our practice times for other sports. All Star cheer is a very timely commitment and should be first priority. Missing practice effects every athlete on the team.

### **Physicals**

New sports physicals will be required for our records each year. Please have them turned into your coaches by the first practice in August.

### **Financial Policy**

Tuition payments are due on the 1st of the month. You have a grace period until the 7th of the month. After that, you will be charged a \$25 late fee unless put on autopay. All star fees have set fee dates that are broken down in the financial packet.

Each athlete has 1-hour of required tumbling each week. Tumbling plays a very important role in all-star cheerleading and we have created special All-Star classes designed to progress their tumbling skills throughout the season. Tumble classes are included in your monthly tuition and are required! Additional classes are offered at a discount for All-Star Team Members if they wish to add classes.

Please Note: Inconvenience Fee - Any athlete quitting during or after choreography will be charged a \$500 Quit Inconvenience Fee and will not be refunded any monies paid. This includes tuition, Allstar fees, or any fees associated with award events.

**Failure to meet the deadline for payments, and lack of reasonable and fair communication regarding payment, will result in your child's loss of services (sitting out of practice) and/or dismissal from the program. Please note: coaches reserve the right to replace the athlete if this happens.**

### **Flyer Classes**

Flyers will be able to take a hour flyer private with Coach Caitlin every week. Each private is \$15 and at least 3 flyers or potential flyers have to sign up for the private. In the flying private, flyers or potential flyers will work on balance, core strength, and balance strength training necessary to become a good flyer.

### **Quitting/Removal**

If you quit Top Notch Athletics at any time during the season or are asked to leave a team, 100% of all monies given to the gym will be forfeited. This includes gym fee, registration, camp deposits, competition deposits, uniform/practice wear deposits, etc. Any outstanding or posted bills up to the date of dismissal will be collected and is responsibility of the student, parent, and/or guardian. Any outstanding balances not collected will be turned over to a collection agency. The same rule applies for a parent asked to leave the gym for inappropriate behavior/conduct.

# **TOP NOTCH ATHLETICS ALL STARS CALENDAR 2019-2020**

JUNE 4, 2019                      SUMMER PRACTICE BEGINS

JUNE 11, 2019                      UNIFORM FITTING\*\*\*

JUNE 27-29, 2019                      CAMP (MANDATORY)

JULY 4-7, 2019                      NO PRACTICE

JULY 19, 2019                      CHOREOGRAPHY (MANDATORY)

AUGUST 5, 2019                      FALL SCHEDULE BEGINS

MORE DATES WILL BE ADDED AND AN UPDATED CAL-  
ENDAR WILL BE SENT OUT.

\*\*\* SCHEDULED TO CHANGE\*\*\*

| <b>Due Date</b>    | <b>Item</b>                  | <b>Amount</b> | <b>Monthly Total</b> |
|--------------------|------------------------------|---------------|----------------------|
| June 1, 2019       | Monthly Tuition              | \$150.00      |                      |
| June 15, 2019      | Camp                         | \$240.00      |                      |
|                    |                              |               | \$390.00             |
| July 1, 2019       | Tuition                      | \$150.00      |                      |
| July 1, 2019       | Music                        | \$60.00       |                      |
| July 15, 2019      | Choreography                 | \$150.00      |                      |
|                    |                              |               | \$360.00             |
| August 1, 2019     | Tuition                      | \$150.00      |                      |
| August 1, 2019     | Uniform Deposit              | \$200.00      |                      |
| August 15, 2019    | Competition Registration Fee | \$85.00       |                      |
|                    |                              |               | \$435                |
| September 1, 2019  | Tuition                      | \$150.00      |                      |
| September 1, 2019  | Uniform Balance              | \$200.00      |                      |
| September 15, 2019 | Competition Registration Fee | \$85.00       |                      |
|                    |                              |               | \$450.00             |
| October 1, 2019    | Tuition                      | \$150.00      |                      |
| October 1, 2019    | Competition Registration Fee | \$85.00       |                      |
| October 15, 2019   | Competition Fee              | \$35.00       |                      |
|                    |                              |               | \$270.00             |
| November 1, 2019   | Tuition                      | \$150.00      |                      |
| November 1, 2019   | Competition Registration Fee | \$85.00       |                      |
| November 15, 2019  | Competition Fee              | \$35.00       |                      |
|                    |                              |               | \$270.00             |
| December 1, 2019   | Tuition                      | \$150.00      |                      |

| Due Date          | Item                         | Amount   | Monthly Total |
|-------------------|------------------------------|----------|---------------|
| December 15, 2019 | Competition Registration Fee | \$85.00  |               |
|                   |                              |          | \$235.00      |
| January 1, 2019   | Tuition                      | \$150.00 |               |
|                   |                              |          | \$150.00      |
| February 1, 2019  | Tuition                      | \$150.00 |               |
|                   |                              |          | \$150.00      |
| March 1, 2019     | Tuition                      | \$150.00 |               |
|                   |                              |          | \$150.00      |
| April 1, 2019     | Tuition                      | \$150.00 |               |
|                   |                              |          | \$150.00      |
| May 1, 2019       | Tuition                      | \$150.00 |               |
|                   |                              |          | \$150.00      |

Tuition is set to cover monthly athlete training. Competition fees are set to cover coaches certification, registration fees, and travel. Competition registration fees are set to cover your athletes competition entry fees.

USASF membership fee is \$30.00. You are to register your child for USASF no later than July 1, 2019.

**\*\* BIDS TO SUMMIT WILL BE DISCUSSED AS A TEAM IF WE ARE AWARDED A BID AND ARE NOT INCLUDED IN THE BUDGET\*\***



**RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK AND INDEMNITY AGREEMENT**

**THIS IS AN IMPORTANT LEGAL DOCUMENT. READ CAREFULLY BEFORE SIGNING.**

I, \_\_\_\_\_, acknowledge that an individual who participates in the Top Notch Athletics program accepts and assumes the inherent risks of participation in the program. I attest and verify that I am physically fit and I have sufficiently trained for Top Notch Athletics, and that a medical doctor has verified my physical condition. In consideration of my being permitted to participate in the program, I agree to ASSUME ANY AND ALL RISKS OF INJURY OR DEATH, which may be associated with or result from my participation in these events.

In consideration of acceptance of my entry into Top Notch Athletics, I, for myself, my heirs, my executors, my administrators, my trustees, and any and all successors in interest, do hereby voluntarily and knowingly agree to forever waive and release any and all rights and claims for any injuries and damages, including but not limited to demands or actions for negligence, premises liability, emotional injury, intentional conduct, resulting in unintended injury or damage tort claims, any other actions or demands of whatsoever nature, to the fullest extent permitted by law, I may have against (1) Top Notch Athletics; (2) Caitlin Grayson; (3) Deshaun Holden; (5) Vicki Kratzer and (5) all employees, principals, directors, shareholders, agents, members, managers, affiliates, volunteers, officials, and representatives acting for or on behalf of any of these entities("Releasees") in connection with my participation in the Top Notch Athletics program.

I further agree that if, despite this release, waiver of liability, and assumption of risk I, or anyone on my behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of Releasees from any loss, liability, damage, or cost which may incur as a result of such claim.

As a condition of my participation in this Event, I hereby grant Top Notch Athletics a limited license to use my name, likeness, image, voice, video, athletic performance, biographical and other information (collectively, "Likeness"), in any format whatsoever, and to distribute, broadcast and exhibit these without charge, restriction or liability, but only for the purposes of advertising or promoting the gym, Top Notch Athletics, or the sport of Athletics. The foregoing grant, however, does not constitute consent to use my Likeness in an endorsement of any product or service without my specific written consent.

I have read this RELEASE AND WAIVER OR LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, understand that I have given up substantial legal rights by signing it and have signed it freely and without any inducement and assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect. I hereby further agree that this Agreement shall be construed in accordance with the laws of the State of Georgia.

Signature: \_\_\_\_\_ Date \_\_\_\_\_ Print  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_ EMER-  
GENCY CONTACT: \_\_\_\_\_  
(name and telephone number)

**PARENTAL CONSENT (required only if under age 18)**

I, the minor's parent and /or legal guardian, understand the nature of the above referenced Activity and the minor's experience and capabilities and believe the minor to be qualified to participate in such activity. I hereby release, discharge, covenant not to sue and AGREE TO INDEMNIFY AND SAVE AND HOLD HARMLESS each of the Releasees from all liability, claims, demands, losses, or damages on the minor's account caused or alleged to have been caused in whole or in part by the negligence of the Releasees or otherwise, and further agree that if, despite this release, I, the minor, or anyone on the minor's behalf makes a claim against any of the above Releasees, I WILL INDEMNIFY, SAVE AND HOLD HARMLESS each of the Releasees from any litigation expenses, attorney fees, loss, liability, damage, or cost any Releasee may incur as the result of any such claim.

Signature: \_\_\_\_\_ Date \_\_\_\_\_ Print  
Name \_\_\_\_\_  
Phone \_\_\_\_\_ Email address \_\_\_\_\_

**ANTI-BULLYING CONTRACT – Top Notch Athletics**

I, an athlete of Top Notch Athletics, agree to join together with my teammates to condemn and stop bullying. Top Notch Athletics believes that every athlete has the right to feel safe, secure, and accepted regardless of sexual orientation, color, race, gender, popularity, athletic ability, intelligence, religion, or nationality.

Bullying means any intentional written, electronic, verbal, or physical act against another athlete. Top Notch Athletics does not tolerate bullying of any kind. To help prevent these actions, Top Notch Athletics will not tolerate:

- Groups for texting or communication
- Inappropriate posts or comments on any form of social media
- Team members not being invited to any team get-togethers/hangouts/birthday parties/etc.

If someone is not there or cannot be present, there will be no harassing for any reason.

Bullying causes pain and stress to victims and is never justified or excusable as “just teasing.” The victim is never responsible for being a target of bullying. If you get caught bullying, Top Notch Athletics has the right to remove you from the team. Top Notch Athletics staff will evaluate every incident and make a decision as to what the consequences will be. All decisions are final.

By signing this contract, I, the athlete, agree to and understand:

1. Value athlete differences and treat others with respect
2. Not become involved in bullying incidents or be a bully, but rather support athletes who have been, or are subjected to bullying.
3. Be aware of Top Notch Athletics' policies with regard to bullying and immediately report incidents.
4. Talk to staff and parents about concerns regarding bullying and work with other athletes and faculty to help the gym stop bullying.
5. Be a good role model for younger athletes.

I acknowledge that whether I am being a bully or see someone being bullied, if I don't stop or report bullying, I am just as guilty.

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

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

Printed Parent/Guardian Name: \_\_\_\_\_

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

### Financial Commitment 2019-2020

I have read the Tuition/Fee Information and fully understand my commitment to Top Notch Athletics outlined in this Tryout Packet. I understand that my commitment is for the 2019-2020 All-Star competitive season, which will require 12 total monthly payments, plus any down payments or installments required. I understand that I am giving my credit card/debit card information and that information will be used if I do not meet payment deadlines to Top Notch Athletics. I agree to pay a \$25 late payment fee for all charges not paid by the 7th of every month. I understand that I will forfeit any monies paid if I choose to leave a team or am asked to leave the program due to violations within this handbook and that there are no refunds when leaving the team. If I choose to leave the team, all fees due must be paid and in addition there is a contract buy-out fee of \$300 after July 1st or \$200 after Labor Day, September 2nd. I understand that I am entering into this program of my own free will.

Name as it appears on the card: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Card Type: \_\_\_\_\_ Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_  
Card Holder's Signature: \_\_\_\_\_  
Cheerleader's Name: \_\_\_\_\_

EVERYONE is required to submit credit card/debit card information to have on file. It is your responsibility to inform the front desk of any changes to this card. Monthly fees are billed to your Top Notch Athletics account on the 1st of every month. Payment is expected on or before the 7th. This credit card will be charged for any outstanding balance on the 8th of the month as well as a \$25 late payment fee.

## SUMMER ABSENT REQUEST FORM

Please list up to 4 absences that will affect your team practices. Explain your reason for the absence such as vacation, custody agreement, school grade event, etc. All absences must be pre-approved by the coaches. **You are allowed 4 total absences prior to August. Each practice missed equals one absence.**

Top Notch Athletics has built in days in July and during the fall/winter when the gym will be closed for the holidays. If possible, please try to take your vacations during this time, so that it does not affect the practices of your child's team. Practice attendance is important if we want to produce winning teams. We DO NOT follow your school's vacation calendar. Please plan accordingly. Team members will be removed if absences become excessive.

Cheerleader's Name: \_\_\_\_\_

Date:

Reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Initial Below: \_\_\_\_\_

Director Initials: \_\_\_\_\_

Coach: \_\_\_\_\_

Date Received: \_\_\_\_\_

## COMPETITION SEASON ABSENT REQUEST FORM

Please list up to 2 absences that will affect your team practices. Explain your reason for the absence such as vacation, custody agreement, school grade event, etc. All absences must be pre-approved by the coaches. **You are allowed 2 total absences during competition season. Each practice missed equals one absence.**

Top Notch Athletics has built in days during the fall/winter when the gym will be closed for the holidays. If possible, please try to take your vacations during this time, so that it does not affect the practices of your child's team. Practice attendance is important if we want to produce winning teams. We DO NOT follow your school's vacation calendar. Please plan accordingly. Team members will be removed if absences become excessive.

Cheerleader's Name: \_\_\_\_\_

Date:

Reason:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Initial Below: \_\_\_\_\_

Director Initials: \_\_\_\_\_

Coach: \_\_\_\_\_

Date Received: \_\_\_\_\_