



## **Pride Mission**

Clarksville Cheer Extreme is dedicated to instilling lifelong values within its athletes while building cheerleading skills along the way. We will accomplish this by encouraging positive attitudes, healthy lifestyles, work ethic, discipline and perseverance. We believe that in developing these traits, our young members will not only be successful in cheer but also successful in LIFE!

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## Athlete Conduct

A member must be a strong representative of Clarksville Cheer Extreme and a positive reflection of the program at all times. Athletes are expected to demonstrate respect and courtesy to coaches, team representatives, and teammates at all times. Athletes should remember they are representing the CCE program, and are role models for the younger athletes. All athletes should act with superior character at all times.

Disrespectful behavior, lying, breaching the Clarksville Cheer Extreme social media policy stated in this handbook, and/or any other form of negative behavior are grounds for removal from the CCE program. Anyone with continued behavioral problems will be removed from the gym and all monies paid to Clarksville Cheer Extreme will be forfeited.

## Practice Standards

The CCE program is designed to teach athletes discipline, responsibility, and accountability along with their development as a cheerleader. Designated **practices are closed** to parents and siblings/friends including routine changes and choreography sessions. The following are practice standards for athletes:

- Athletes are **required to be on time** and on the floor ready for practice at the scheduled practice time.
  - If an athlete will be tardy or incur an unexpected absence, the CCE office must be notified via email.
- All cheerleaders are required to wear proper cheerleading attire, including athletic shoes. Proper practice attire consists of athletic shorts/pants and a shirt that fits the athlete appropriately. It is recommended that ALL female cheerleaders wear briefs/bloomers and a sports bra under practice clothes.
- Cheer shoes should not be worn outside the gym or competition.
- There is to be NO JEWELRY worn at practices, which includes all earrings, belly button rings, nose rings, eyebrow jewelry, and necklaces. This is for the safety of the athlete wearing the jewelry and for athletes flying or basing who might be injured as a result.
- Fingernails must be kept short.
- Personal belongings such as backpacks, purses, jewelry, CELL PHONES, etc need to be stored properly during practice. CCE is not responsible for lost or stolen items.
  - Cell phones are strictly prohibited during practice.
- Gum is not allowed at practices or competitions.
- Practices may be changed and/or added throughout the season.

## Attendance Policy

Athletes will have 2-3 mandatory practices scheduled per week. Mandatory program practice will be held on Sunday's prior to competition.

When an athlete misses practice or is injured, it affects the team as a whole. If an athlete is injured or sick, but not contagious, the athlete is required to attend practice as a spectator to be aware of any changes made to the routine. The coach will decide an athlete's participation level at practice under these circumstances, if an athlete has not provided a medical note with any documented limitations.

If an athlete cannot attend a scheduled practice, a request must be submitted and approved by CCE Admin prior to the practice. Absence requests can be submitted via the parent portal. Absences should not be communicated through team Groupme application. **Absence requests within two weeks of a competition will not be approved as attendance is mandatory.**

Athletes may miss up to 4 summer practice days in addition to the Calendar Holidays given. It is important to have each cheerleader at summer practice to allow the team to bond, the coaches to formulate the routines, and for the teams to progress in skill and prepare for the upcoming season. Beginning August 1st, all missed practices **must** be made up, by attending an open gym or private lesson amounting to the same hours of missed practice. After 5 absences, an athlete may be dismissed from the CCE program. School related activities must be grade dependent, with accompanying documentation to be an approved absence.

CCE's attendance policy is strictly enforced. If an athlete is continually late, misses numerous practices, or sustains a long term injury, he/she may be dismissed from the team or placed in an alternate position/team. Absences that occur during the two week period prior to a competition may result in athletes being replaced with an alternate athlete. Should either of these issues arise, the outcome will be determined by the coach and Management Staff.

## Gym Closure

CCE will be closed for all federal holidays and state sport mandated closures. These dates will be formally communicated through email, google calendar, and official CCE media outlets. Following extended closures, athletes should plan for extra practice times to be scheduled on the Sunday concluding the closure dates. Annual membership fees have accounted for gym closures therefore, monthly billing will not be prorated when closures occur.

## Choreography/ Skills Camp/ Events

All squads will be participating in some form of a summer choreography camp. Camp is a very important part of our overall success. Camp gives the team members an opportunity to improve

their techniques, skills, and abilities. Team routines and choreography are established at camp. Attendance at camp is **mandatory** and all athletes are required to pay the full camp fee.

The block schedule for choreography camp TBD will be in August. Specific camp dates/times for ALL teams will be communicated prior to July 1st. Please keep these dates available for your athlete to attend.

## **Competition (General)**

Clarksville Cheer Extreme athletes are required to attend ALL competitions on their team's respective schedule. Athletes may not miss any event during the season. All practices two weeks prior to an event (regularly scheduled & additionally scheduled practices) are mandatory for athlete attendance.

While attending any event, athletes and their spectators are representative of the CCE program. We encourage parents to sit together and support all CCE teams. Respect for the coaching staff, other teams, and event producers should always be displayed with good sportsmanship and conduct. Parents are encouraged to show support by wearing CCE clothing.

***Formal competition expectations and standards are provided as a separate document and prior to competition season.***

## ***Post-Season Bid Events (D2 Summit/ US Finals)***

All elite teams will compete at events throughout the year that will award bids to a post-season event such as US Finals, The D2 Summit, Youth Summit, or beach events. ALL teams will be required to score a minimum of 94 during the regular season to consider D2 summit attendance. In the event that your team receives a bid to a post-season event, information will be emailed out regarding additional post-season fees, payment deadlines, and trip information. All athletes are expected to participate in their post-season event. Please do not make any travel arrangements until after you have received information from Clarksville Cheer Extreme.

Should a team receive a bid to the Summit/US Finals, the team will continue regular scheduled practices with additional practice times added during the months of April and May. All practices will be mandatory so please keep April and May schedules open!

## **Fees**

### ***What do Membership fees cover?***

Membership fees include tuition, practice wear, shoes, routine choreography & music, athlete registration for competitions, and coaches fees.

MEMBERSHIP FEES			
MONTH	TUITION	ALL-STAR FEE	MONTHLY MEMBERSHIP FEE TOTAL
June-April	\$175	\$210	\$385
<b>ANNUAL</b>	<b>\$1925</b>	<b>\$2310</b>	<b>TOTAL- \$4235</b>

### ***Additional Fees***

- Uniform (New Athletes): \$495
- USASF Athlete Membership Fee: est. \$50.00 (required - paid directly to USASF)
- Post- Season Bid Events: \$300 + event fee (based on bid received)
  - Cost includes additional coaches fees
  - Travel fees & Accommodations not included
- **CROSSOVER FEE** \$550 (\$50 per month)

### ***Crossover***

The opportunity to cross compete on a 2nd team, higher level team or above an athlete's age appropriate team, may be provided if selected by the CCE coaching staff. Clarksville Cheer Extreme will not charge tuition for participation on a second team by an athlete, but an additional \$50 in Allstar Fees will be assessed monthly to cover crossover competition fees, choreography, music, and other 3rd party fees.

### **Billing**

Being an All-Star athlete requires a great commitment of time and money. An installment payment schedule has been constructed to make the cost more affordable and consistent for family budgeting. These fees do not include transportation, lodging, meals, or admission fees for spectators. Billing contacts for athletes will have the opportunity to select a preferred billing schedule from the following three options:

- Monthly- the monthly balance (tuition + allstar fee) payable on the 1st of each month
- Monthly- the monthly balance (tuition + allstar fee) payable on the 15th of each month
- Semi-monthly- 2 equal payments totaling the monthly balance (tuition + allstar fee) payable on the 1st and the 15th of each month.

**Clarksville Cheer Extreme requires all accounts to be paid through ACH bank draft.** Billing contacts must provide the ACH form granting permission for auto bank draft by the first date of athlete attendance at Clarksville Cheer Extreme. *Payments submitted to accounts prior to the 1st of the month resulting in a zero balance will not be drafted for the monthly assessed fees.*

Any fees not received by the 15<sup>th</sup> of each month will be assessed a late fee of \$25.00. A fee of \$25.00 will be applied to any transaction that is returned.

If an athlete quits prior to the conclusion of the scheduled season of competitions, the athlete's account will be billed all 3rd party fees that CCE has paid on the behalf of the athlete that have not yet been paid by the billing contact of that athlete. The billing of these fees will be submitted regardless of participation by the athlete. CCE will be refunded for any 3rd party fees paid on behalf of the athlete by the billing contact of that athlete. Additionally, the athlete account will be billed a re-choreography fee of \$500 to compensate for the need to update the team's choreography as a result of the withdrawn athlete.

Membership payments and purchases made through Clarksville Cheer Extreme are absolutely non-transferable, unassignable, and non-refundable when an athlete is dismissed or withdrawn from the program for any reason..

## **Fundraising**

Clarksville Cheer Extreme encourages athletes and families to utilize fundraising opportunities throughout the season to help offset the fees incurred by participating in the CCE program. Accounts must maintain a zero balance at all times. CCE will not hold monthly drafts or waive late fees assessed due to anticipated funds from fundraising organizations not being received by the parent selected payment schedule. All funds raised and applied to athlete accounts are non-refundable in the case of voluntary or involuntary removal from the team.

Clarksville Cheer Extreme highly recommends working with the 3E Funding organization. 3E Funding contracts concessions with Nissan Stadium and Bridgestone Arena to provide volunteers with the opportunity to select events that work with their busy schedules. Any funds raised can be directly delegated to the athlete billing account. 3E Funding works closely with the CCE office to ensure fees are covered in a timely manner.

For more information email [3efunding@gmail.com](mailto:3efunding@gmail.com) or check out the closed Facebook group 3E Volunteers under the 3E Fundraising public Facebook account!

## **Uniforms/Merchandise**

Uniform fitting date will be July 10th from 5-7pm. Each cheerleader is required to have a Clarksville Cheer Extreme uniform. The uniform consists of a uniform top and skirt/pants (dependent on male or female uniform.) Uniforms will be used on a three-year cycle. The cost of the uniform is billed in addition to monthly membership fees.

CCE will have a select amount of used uniforms available to be sold at a discounted rate. Athletes will be fitted on July 10th regardless of a new or used uniform preference. Used uniforms will be offered to athletes with corresponding sizes to the selection available after the fitting date scheduled above.

All uniform costs and additional items purchased are non-refundable. Parents are required to attend the uniform fitting and sign a confirmation of their athlete's order. Clarksville Cheer Extreme will not be responsible for uniforms that do not fit upon arrival. CCE will do its best to help parents get any problems resolved with the uniform company should they arise.

Merchandise will not be provided until the athlete account is at a zero balance, this includes uniform, shoes, and other competition required apparel.

### ***Intellectual Property***

Please respect the business name, team names, and logo of Clarksville Cheer Extreme by not duplicating it on merchandise, apparel, accessories, etc. Anything created will not be acceptable and cannot be worn or sold independently.

### **Parent Conduct**

The parents' role at CCE is to be the cheerleader of their athlete. Please allow coaches to instruct athletes and support said instruction. All concerns or complaints will only be discussed through a scheduled appointment. Appointments can be scheduled through the CCE office or via email at panthersoffice15@gmail.com. Again, Clarksville Cheer Extreme has zero tolerance for any staff member being approached by a parent voicing complaints during or after a practice/performance. Actions such as this will cause immediate removal from the program. The only acceptable concerns during a competition or practice are medical conditions, safety concerns, or injuries to athletes.

### **Communication**

Gym management, coaches, and team parents will utilize the following forms of communication: GroupMe and Email. Please address the team representative first, through private communication with any questions or concerns. If the team representative does not have the information needed, only then address the head coach or gym owner. Contact emails are required in the parent portal to receive information and updates about the CCE program. Be sure to add the Clarksville Cheer Extreme email, panthersoffice15@gmail.com, to contact listings to ensure gym emails are not filtered through spam. Gym schedules and push notifications can also be added to a device by adding the CCE Parent Calendar found on the gym website.



Please make sure all contacts associated with an athlete have current email addresses and cell numbers provided in the parent portal found on [www.ccepanthers.com](http://www.ccepanthers.com). Mass email communication can also be retrieved within the parent portal as a second measure of receipt.

Supportive parents and families help CCE athletes achieve their goals year after year. If at any time there are problems or concerns with the CCE program, staff, or teams that the management is unaware of, please bring these to gym management immediately. It is imperative that CCE protects the integrity of the program, athletes, families, and staff. Thank you for choosing to join the CCE family.

## **Social Media**

There have been some industry wide policy implementations by the USASF, that were established as a proactive protection measure for the athletes involved in cheerleading.

Some important communication policy updates include:

- Minor athletes will no longer be allowed to be “friends” or “follow” personal profiles of any adults associated with the gym, on social media. This includes gym owners, coaches, and team parents.

*\*Please help us to ensure your athletes have unfollowed all personal social media outlets for adults associated with Clarksville Cheer Extreme.*

- Minor athletes may continue to follow and communicate through official CCE social media or communication platforms.
- All electronic communication between coaches or staff to minor athletes will be observable, public, and/or have a parent or guardian added to the conversation.

Any negative behavior towards any Clarksville Cheer Extreme members, coaches, parents, event producers, or to another gym or competitor athletes, via any medium (i.e. Internet, Facebook, Twitter, Instagram, Snapchat, GroupMe, text) will result in dismissal from the team. Inappropriate pictures, language or unsportsmanlike behavior used on any medium (i.e. ALL SOCIAL MEDIA FORMATS) will result in dismissal from the team.

Full routine videos cannot be placed on any public forum until the season has concluded. Sharing news, events, and daily lives has become commonplace. Clarksville Cheer Extreme encourages its members to repost and share information regarding CCE that is available to the public with family and friends. The best way to share CCE news is to link to the original source.

## **Team Representative**

Each team will have a team representative (Mom or Dad) that will be a huge resource of support to their team! Team representatives will be the first source of contact throughout the year regarding team events, practice schedules, and most importantly, athlete meet/pickup locations & times at competitions. CCE will provide team representatives with athlete and parent contact information provided during registration, therefore please update the parent portal with any contact information changes.

## **CCE Contact Information**

Phone- (931) 647-9000

Email- [panthersoffice15@gmail.com](mailto:panthersoffice15@gmail.com)

Loyalty to Clarksville Cheer Extreme is what makes our gym great. We appreciate the phenomenal support and loyalty that has been shown to the CCE program during our 25 years of competing in the allstar cheer industry.

Please remember that we are here for the same reasons... TO LEARN, HAVE FUN, AND TO WIN!!!