



**2020-2021**  
**BRUIN CHEER**  
**HANDBOOK**

# Welcome to Bartlesville Bruin Cheer!

**Policies and procedures are outlined in this handbook to ensure that all aspects of the cheerleading program run smoothly and that each cheerleader has a safe, positive, and successful cheer experience. DO NOT ASK FOR EXCEPTIONS TO RULES. At times, unforeseen circumstances may warrant the modification of a policy. When these situations occur, modifications will be made on a case-by-case basis at the discretion of the head coach. Because of the nature of cheerleading and of the organization, discipline must be strict. Cheerleaders will be responsible for their actions, attitudes, and performances.**

## I. BRUIN CHEER PHILOSOPHY:

The primary purpose of cheerleading is to serve as a support group for the interscholastic athletic programs and to be a competitive program within the OSSAA 6A Class. Each squad shall strive to promote unity, sportsmanship, and school spirit at school and school events and to develop positive crowd involvement.

- A cheerleader's first responsibility is to his/her academic program. The educational process should not be compromised by participation in cheerleading.
- Cheerleading squads are the most visible and recognizable representative of a school, therefore, high standards of conduct are essential. Cheerleaders have the responsibility to uphold, to reflect, and to project the goals and ideals of the school community. A cheerleader shall represent the school by acting as a positive role model and demonstrating good leadership. Positive personal behavior and squad cohesiveness demonstrate these standards. Appropriate behavior will earn the respect of the student body, which is the core of developing school spirit and student involvement.
- Cheerleading squads attend competition for the purpose of promoting squad spirit and unity as well as build a competitive spirit within the program.
- Cheerleading squads execute a comprehensive safety program.

## II. TIME COMMITMENT

Be aware that dedication from each member of a Bartlesville Cheer Squad is necessary in order to have a successful practice, performance, game, and year. The team cannot and will not function properly without every member present.

- MANDATORY means that all cheerleaders are required to be present.
- Any absence from an event MUST be APPROVED by the Coach PRIOR to the start of the event. Any absence not approved by the coach prior to the event will be counted against the cheerleader in both discipline and grading/accountability policy.
- The below activities are MANDATORY:
  - Summer Practice

- Summer Camp: Camp sets up routines for the year and focuses the skills to be practiced during the summer.
- School Year: Participation in all scheduled squad practices, games, events, performances, and competitions, unless specifically stated otherwise. Tumbling is considered a squad practice.
- Football and Basketball Season: During these seasons, in addition to the weekly game(s), practice hours/days will be at the coach's discretion. Schedules will continually change especially with playoff games and weather conditions. Be advised and stay informed.
- Other Fall, Winter, and Spring Sports: Attendance to these events will be at the Coach's discretion.
- Competitions: These will be determined toward the beginning of the season. Dates and locations will be given in advance as soon as available. There may be additional practices and depending on competition dates, there may be practice during holidays like winter break. For holiday practices, it is expected that every effort will be made to be in attendance.

### III. RISK

- Cheerleading incorporates acrobatic, tumbling, stunt, and precision movements that are very difficult and could potentially be dangerous.
- Moderate to severe injuries, including death, can occur in any activity involving motion and increased height or force.
- Please be aware that each individual can maximize his/her own safety and the safety of others by following the rules.

### IV. HEALTH and INJURY

- Cheerleading is a rigorous activity, which requires its' participants to be in top physical and mental shape. Staying focused and living a healthy lifestyle such as eating a balanced diet, drinking plenty of water, staying physically fit, and getting plenty of rest all aid in injury prevention.
- Cheerleaders are responsible for inhalers, braces, and any other items needed to support their well-being.
- Sports Physical: Each squad member will be required to have a physical examination at his/her own expense prior to the start of summer practice and/or summer cheer camp (physicals must be done on the school form and issued after May 1st of the cheer year).
- **Injuries: Unless a doctor's note has been issued and given to the coach that restricts activity, the cheerleader will be expected to fully participate in all practices, games, performances, events, and competitions.**
- If the coach has received a doctor's note restricting activity, the restricted activity may not be resumed until a doctor's release is issued and given to the coach. While under doctor's restriction, a cheerleader is expected to participate to their fullest ability including dressing out and attending all practices, games, performances, events, and competitions. The cheerleader will sit with the coach and support their squad.

## V. MEMBERSHIP

Cheerleading runs from the first day after tryouts until tryouts the next year. Students must meet the eligibility standards and rules/regulations set by the Bartlesville School District as well as meet the minimum standards outlined in this handbook. At the time of sign-ups, a cheer candidate must indicate which squad or squads he/she wishes to try out for.

- 7th and 8th Grade candidates may try out for the Middle School Squad ONLY.
- Freshmen, Sophomore, Junior, and Senior candidates may try out for the Junior Varsity Cheer Squad ONLY, the Varsity Cheer Squad ONLY, or BOTH.
- The designation for which squad or squads a candidate is trying out for MUST be made BEFORE the squads are announced.
- Coaches will make the final decision on the squads' structure including the addition or subtraction of squads to create the most successful overall program possible.
- Placements on squads will be based off EVALUATIONS of skills and other criteria as outlined in the evaluation document received at the Tryout Meeting. Placements will NOT be based off a cheerleader's squad preference or seniority.

### **Bruin Middle School Cheer Squad**

- Middle School members will be required to cheer at 8<sup>th</sup> Grade football and 8<sup>th</sup> Grade basketball HOME games
- The Middle School squad may attend out-of-town games and/or events at the discretion of the coach and as budget permits
- The Middle School squad will perform at the half time of 8<sup>th</sup> Grade football or basketball home games at the discretion of the coach and as schedule permits
- The Middle School Squad will compete at one competition in Oklahoma and may attend other competitions as budget or schedule allows
- Competition practices may be in addition to regularly scheduled practices and may be after school hours, evenings, weekends, and/or holiday breaks
- Failure to attend any required competition practice will result in automatic release from the Middle School Cheer Squad

### **Bruin Junior Varsity Cheer Squad**

- JV members will be required to cheer at JV and Freshman football, JV and Freshman basketball HOME games and Varsity Wrestling HOME duals.
- The JV Cheer Squad may attend out-of-town games and/or events at the discretion of the coach and as budget permits
- The JV Cheer Squad may perform at the half time of JV or Freshman football or basketball home games at the discretion of the coach and as schedule permits
- The JV Cheer Squad will compete at one competition in Oklahoma and may attend other competitions as budget or schedule allows
- Competition practices may be in addition to the spirit practices and may be after school hours, evenings, weekends, and/or holiday breaks
- Failure to attend any required competition practice will result in automatic release from the JV Cheer Squad

## **Bruin Varsity Competitive Cheer Squad**

- Varsity is both a spirit squad and the main competitive squad for the Bruin Cheer Program. If a member does not wish to participate in extensive competition then that member should opt to only be considered for the JV Cheer Squad.
- Varsity members will cheer at Varsity football and Varsity basketball games, both home and away
- The Varsity Competitive Cheer Squad may perform at the half time of Varsity football and basketball home games at the discretion of the coach and as schedule permits
- The Varsity Competitive Cheer Squad will compete at a national championship, may compete at OSSAA state competition, as well as any local competitions as budget and schedule allows
- Due to OSSAA Rules, there may be limits on the number of cheerleaders who can compete on the floor at those competitions.
  - If there are more cheerleaders on the Varsity Squad than a competition allows: Throughout the summer and early fall, the Varsity members who will compete on the floor at the competitions will be chosen based on an athlete's skill level, behavior and attitude, attendance, coachability, and sportsmanship
  - Any member not included in the routine will be considered an alternate and will attend all practices and competitions and be ready to step in as replacement at any time
- The number of floor competitors for other competitions (including Nationals) will be determined based on the division the squad enters. All decisions on division and alternates will be at the coaches' discretion.
- Competition practices may be in addition to the regularly scheduled practices and may be after school hours, evenings, weekends, and/or holiday breaks
- Failure to attend any required competition practice will result in automatic release from the Varsity Competitive Cheer Squad

## **VI. CAPTAIN GUIDELINES**

**Captains/Co-Captains/Team Leaders:** Selection will be made by the coach with or without team input. Selection will be based on leadership skills, coach observation, and other key factors as defined by the coach. Captain designation may be removed by the coach at any time.

Responsibilities of Captain(s) may include, but are not limited to-

- Remain academically eligible throughout the entire cheer season. If at any time a member in a leadership role drops to the ineligible list, they will be immediately removed from that leadership position.
- Be a positive role model and uplifting leader to all other members of the cheer program
- Act as a liaison between coach and squad members
- Coordinate half time, quarter, time out, and pep rally routines
- Conduct warm-up and stretching before each practice and event without specific direction from the coach
- Make and bring to each event a list of all current sideline material
- Demonstrate material to other squad members
- Select and start appropriate material during games and events

- Maintain squad focus and keep squad on task during practice, games and events
- Help with selection of hair styles, make-up, and uniform for events

## **VII. CHEERLEADER GUIDELINES**

### **Dedication**

- In and out of uniform, Bartlesville Cheerleaders will behave in a way that exemplifies the good standing of the school. The dedication level of each squad member is a vital part in the operation of the program.
- If at any time he/she terminates or is removed from his/her position as a Bartlesville Cheerleader, for whatever reason, he/she may not wear their uniform at any time thereafter or be involved in any cheer program scheduled activities including the cheer banquet at the end of the year.

### **Attendance and Participation**

- Bartlesville School District requires that students attend all hours of school on the day of games or performances per OSSAA rules.
- Cheer program policy requires that cheerleaders must attend the last full cheer practice before a game/event or that member will be benched. It DOES NOT matter if the absence is excused or unexcused. Exceptions may be made in performance situations so as not to punish the entire squad.
- Cheerleaders must fill out, have parent/guardian sign and turn in a Miss Form at least 24 hours prior to the event being missed. This must be done even if the cheerleader has been excused from school.
- Unexcused absences will result from any of the following:
  - No Miss Form turned in-no texts allowed
  - No phone call or text from a PARENT prior to the exact time that the cheerleader is required to report to said activity in situations of illness or emergencies
  - Absence due to work
  - Absence due to a non-emergency doctor or dental appointment
  - Absence due to detention or any other school or parental consequence
  - ANY absence in the 2 weeks leading up to any competition
  - Absence due to non-school related extracurricular activities
  - Absence due to an activity that was scheduled at the discretion of the cheerleader or parent (example: family vacation)
- Any cheerleader that has been benched by the coach, due to scholastic ineligibility or is unable to participate due to injury will still be required to attend all practices, games, performances, events, and competitions and be in uniform designated by the coach. The cheerleader will sit with the coach and support their squad.
- The entire squad must be at practice, games, performances, events, and competitions FULLY dressed out and on time unless otherwise advised by the coach.
- The cheerleader is responsible for communicating with the coach in case of tardiness. Tardiness may result in further discipline by the coach.



## **Behavior guidelines**

- Squad conflicts and problems should be discussed only with the coach, not with people outside the squad. **Parents should not get involved with squad problems nor involve squad members in parental issues.** This can be very damaging to the unity of the team.
- Cell Phones will be turned off and out of sight for the duration of cheer practices, games, performances, and other cheer events.
- Cooperation and teamwork are imperative in building a great team.
- Profanity, fighting, gossiping, or other forms of rudeness are not acceptable.
- Disrespect, defiance, or disorderly conduct shown to teammates, teachers, coaches, rules, administrators, or school officials is not acceptable.
- If a Bartlesville Cheer member has a social media account, it must be maintained with proper integrity at all times. Remember, a cheerleader is a school representative, including on social media. He/she represents not only themselves, but also those who support the program. A cheerleader is expected to refrain from any activity or posting any material that may be discrediting to themselves, their squad, their school, or their community. If any member's social media accounts are not maintained with proper integrity on photos, status updates, and general comments it can be grounds for dismissal from the squad. This rule also applies to parents; any negative comments about the squad, coaches, or members could be grounds for dismissal from the squad.
  - Cheerleaders will make their social media accounts available to coaches if requested.
- Excessive public displays of affection are never considered appropriate, this includes posting on social media.

## **Uniforms**

- A set of district owned uniforms will be issued to each cheerleader and will include an assigned number. Uniforms will be clean and in good condition when issued.
- A rental fee, as outlined in the Estimated Cost sheet included in this handbook, will be assessed for each set of the uniforms. Rental rules are outlined in Appendix A of this document.
- Uniforms not returned in clean and in good condition will be charged a uniform cleaning fee of \$25.

## **Uniform guidelines**

- All squad members must be in full uniform during games, performances, events, and competitions as well as practices or school days assigned by the coach or captains.
- Full uniform may include practice clothing (including camp wear), uniform top, uniform skirt, uniform sleeves, white socks, squad cheer shoes, bow, spunks, bra, specific hair style, specific make-up, poms, squad warm-up, or any other squad required clothing.
- Hair must be pulled away from face and secured. Specific hair styles will be decided upon prior to an event and communicated to all cheerleaders.
- Chewing gum is prohibited.
- No jewelry in or on any part of the body including toe, belly, ear, and tongue rings.

- Nails must be kept at sport length. (When looking at the palm, nails must not be visible above tip of the finger.) No fake nails are allowed. Clear nail polish only at all performances and competitions.
- Team athletic shoes must be as clean and white as possible at all times.
- A list of required squad make-up will be given prior to the first required event and each cheerleader will be shown how to apply the required make-up.
- Presence at school, practice, game, performance, event, or competition without required full uniform will be counted against the cheerleader in discipline and/or grading policy.

### **Practice guidelines**

- Practices will begin at the time designated by the coach and continue through stated dismissal time. Athletes are to arrive in plenty of time to prepare the practice area (i.e. rolling out mats) and begin stretching. Cheerleaders must be FULLY dressed and ready to begin practice at the stated time. Failure to arrive on time and be fully dressed out may be counted against the cheerleader in discipline and grading policy.
- All practices are closed. Only the cheerleaders, coaches, coaches' designees, and/or school administrators may attend and observe practice.
- All stunts and tumbling must be practiced under the supervision of an AACCA certified coach. Safety guidelines will be followed.
- Be aware that the tumbling and stunting performed is at an accelerated level but will in no way be permitted at games unless mastered in practice.
- Any additional practices scheduled by the students are not mandatory. They cannot be held on school property and the coach will not be in attendance. Bartlesville Schools, the administrators, and/or the coaches will not assume liability for injuries resulting from student-scheduled practices.
- Taking part in a stunt without a cheer coach's approval or presence is prohibited. If a student stunts outside of that presence, he/she is violating policy and therefore releases the coach, administrators, school, and district from any responsibility of injuries, etc.

### **Game/Event guidelines**

- Family and friends may not sit on the field of play/track/court during games and must avoid interrupting performances. If an emergency occurs, make contact with the coach rather than interrupting the cheerleader during a game or event.
- For games, cheerleaders are to arrive at the coach's designated time prior to the start of the game.
- Cheerleaders should be fully ready to stretch and warm-up at least 15 minutes before the start of each event.
- Cheerleaders should be in formation one minute prior to the start of the game and the end of halftime.
- If the cheerleader is missing any part of the stated required uniform, that member will not participate, will sit with the coach, and will be counted against the cheerleader in discipline and/or grading policy.
- There may be occasions when the squad is split to cover numerous events scheduled on the same day or in the same week.
- All levels of performance (stunting, cheering, chants, dance, etc.) will be monitored by the coach and will only be allowed for performance with her approval.



## **Competition guidelines**

- The coaches reserve the right to remove any member from any routine for any reason.
- Choreography and music will be determined and taught by the coach or designee.
- Scheduled competitions will be determined within the year.

## **Team Unity**

Cheerleading is a year-round sport and the cheer family is developed throughout the year. If an athlete is not keeping the peace, he/she does not need to be a cheerleader. If a cheerleader has a problem with someone or something, he/she needs to resolve the issue instead of festering drama. Issues should be resolved with the coach privately not during class or cheer time. No matter the issue or severity of emotions, respect and civility must always be maintained. Often times, cheerleaders do not understand decisions made ranging from routines to discipline for others. Details are not an individual's concern. Coaches are the only ones with all information regarding situations, problems, and reasons for all things regarding cheerleading and cheerleaders. If an explanation is requested privately, all information may not be disclosed due to confidentiality, though efforts will be made to ease the concern. Coaches may occasionally ask opinions from cheerleaders but will remain the executive decision maker and final authority. Do not fester problems, gossip, or work up other team members during cheer events or outside of cheer.

## **VIII. ELIGIBILITY**

- Scholastic eligibility for all athletes is outlined in the Bartlesville Public Schools Athlete Student & Parent Handbook and will be followed exactly.
  - Academic performance is extremely important. All cheerleaders must keep up on their academic work. Excellent grades will be rewarded with bonus points.
- Residency: Students who try out for cheerleader must be currently enrolled in Bartlesville Public Schools and maintain enrollment throughout the season.
- Physical: All cheerleaders are required to have a sports physical on file. The original copy shall be on file in the Athletic office. Physicals must be dated after May 1 of the cheer year.
- Conduct: Cheerleaders must maintain an acceptable code of conduct to remain on the squad. If a cheerleader is dropped from the squad due to disciplinary reasons or chooses not to finish the year's responsibilities, that person will not be eligible to resume his/her position on the squad for the current year and will not be eligible to try out for any spirit squad for one year from the date of removal or quitting.

## **IX. DISCIPLINE**

A Bruin Cheer member takes on the role of a respectful and disciplined athlete who should be a model for his/her peers at all times - in school, after school, in the community, and on social media. Along with this position comes a great deal of responsibility, good work ethic, and a spirit of cooperation with coaches, teachers, administrators, other cheerleaders, and other students. Each squad member will be held to these high standards. The coach of each squad will determine all discipline in severity and issuance. This discipline may include but is not limited to physical workouts (i.e. laps, crunches, push-ups), benching from a game or event, suspension from the squad, or dismissal from the squad and can be administered at any time.

## X. PARENT RESPONSIBILITIES

- Bruin Cheerleading Booster Club: All parents should take an active role in the BCBC. Program financials, events and fundraising events are managed by the BCBC. The BCBC is established as a means to support the cheer program and coaches in a positive manner. The BCBC is not intended as a place to cause drama or voice program issues (see “Program Communication” below).
- Program Communication: Concerns regarding issues at practice, games, or squad events should only be communicated through the proper chain of command and never before, during, or after a game or practice.
  - Proper Chain of Command:
    - Cheerleader and/or parent discusses the concern with the Squad Coach
    - If the concern cannot be resolved, the Squad Coach will discuss the concern with the Head Cheer Coach who will then contact the cheerleader and/or parent
    - If the Head Coach cannot resolve the concern, the Head Coach will discuss the concern with the Athletic Director and if needed a meeting will be scheduled with all parties
- Fundraising/Program financial communication:
  - Parent should discuss concerns with their BCBC Squad Rep
  - If the Squad Rep cannot resolve the issue, the Squad Rep will discuss the concern with the other board members and a resolution will be provided
  - **EXCEPTION**: Individual financial questions or concerns should be addressed directly with the BCBC Board Treasurer
- Individual financial account communication: Cheerleading involves a financial commitment on the part of the parents. Be responsible for that commitment. Avoiding deadlines or refusing to clear accounts is unacceptable and hurts everyone involved. **COMMUNICATION** between the Booster Board Treasurer and a **PARENT** is essential on any financial issues or questions.
  - Cost breakdown will be provided.
  - **Parents can/should work with the BCBC to set up additional fundraising activities.** All additional fundraisers must be approved by the Head Coach and run through the BCBC in accordance with BCBC By-Laws and will benefit only those who participate.
  - If the squad member quits or is removed from their squad for any reason, all monies paid in or fundraised are non-refundable.
- Time Commitment: Parents need to be aware of the time commitment involved in cheerleading and support their child in these activities to see that he/she fulfills all responsibilities.
- Support: Parents must support and cooperate with the decisions made by the coach regardless of personal feelings or opinions. Parents should trust that all decisions made are done in order to do what is best for the team as a whole.
- IF these parental expectations are not fulfilled, consequences for cheerleaders may result in limited participation at any cheer events or competitions or in severe situations may result in the removal of the cheerleader from the cheer program.

## XI. GRADING POLICY – (JV & Varsity Squads ONLY)

All cheerleaders will begin each semester with 500 points and 3 free excused absences. Cheerleaders will incur deductions to their point total for rule infractions. Bonus or make up points will be available for academic achievement and community service activities. Coaches will determine appropriate deductions based on infraction.

### **DEDUCTIONS INCLUDE:**

- **Missed event above the 3 free excused misses/semester** (10 points/event)
- **Unexcused absence** (20 points/event)
- **No Miss Form** (20 points)
  - Miss forms must be turned in at least 24 hours in advance of event to be missed. Form must be signed by parent/guardian and turned in by the CHEERLEADER to the coach. Texts are not allowed for planned events.
- **No Call/No Show** (25 points)
  - Missed events without any notification by cheerleader and/or parent.
- **Tardiness** (5 points)
  - Points are deducted starting at 2 minutes late for practice/events up to 15 minutes. Then 10 points at 16 minutes or at the coach's discretion. Cheerleaders must be lined up and ready to cheer 1 minute prior to the beginning of games and following halftime. Tardiness in excess of 30 minutes will result in an unexcused missed event.
- **Fully Dressed Out** (20 points)
  - Includes all uniform items, hair, make up, necessary braces/wraps, etc.
- **Participating to Fullest Current Ability** (20 points)
  - Includes but is not limited to: willingness to participate, effort put forth, knowledge of material, sportsmanship, attention to game, in game watch position, no excessive talking or fooling around, no slouchy appearance, no inappropriate dancing, gestures, or language, jumping/tumbling/ stunting when requested,
- **Behavior** (1-50 points)
  - Includes by not limited to: respectful and obedient of coach and captains on the sideline, behavior at school, games or events, inappropriate social media content, etc.
- **Grades** (5-20 points per week)
  - Concern list = 5 points/week
  - Probation list = 10 points/week
  - Ineligible list = 20 points/week
    - Academic ineligibility will also result in the cheerleader being benched according to OSSAA and BPS Athletic Policy.

### **BONUS/MAKE UP POINTS INCLUDE:**

- **Grades** (+10 points)
  - Every A on a semester grade report will be worth 10 points. A printed BPS grade report or final grade report on power school must be shown to the coach.
- **Volunteer Activities** (+10 points)
  - All volunteer points will only be credited when written documentation is provided to the coach. Each hour of volunteer activity that is completed and

signed off on by a representative of the organization the volunteer activity was completed will be worth 10 points. Seek approval of the activity from your coach if in doubt. The coach may also schedule squad volunteer activities to be used for volunteer points.

**GRADE SCALE:**

- A = 450-500 points
- B = 400-449 points
- C = 350-399 points
- D = 300-349 points
- F = less than 300 points

**Inadequate Grade Consequences**

- If at any time during the semester a cheerleader's cheer grade falls below 350 points, the cheerleader will be benched until the grade is brought above 350 points.
- If at any time during the semester a cheerleader's cheer grade falls below 300 points, the cheerleader can be dismissed from the cheerleading squad.

**XII. ACCOUNTABILITY POLICY – (MIDDLE SCHOOL Squad ONLY)**

The Middle School squad will follow the point designations as outlined above where applicable BUT it will be an accountability policy only. THIS IS NOT A GRADE. NO MEMBER OF THE MIDDLE SCHOOL CHEER SQUAD WILL RECEIVE A GRADE ON THEIR REPORT CARD FOR CHEER.

# appendix a

## uniform rental rules

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Each squad member will be issued a set of uniforms that are owned by the school district. The following rules will apply to all items rented to the member.

- Rental fees are due on the designated date as outlined in Appendix B of this document.
- All rental fees are non-refundable once they have been received.
- Rental fees are NOT a security deposit. Even if items are returned at the end of the season in the exact condition they were received, rental fees will NOT be received back.
- Rental fees will be used by the program to fill-in, update, and purchase new district owned uniforms, poms, warm-ups, or other items deemed necessary.
- Due to the overwhelming cost of uniforms, it will not be possible to purchase each squad a new uniform each year.
- Decisions on all uniform purchases, including squad need, will be determined by the Head Coach.
- Alterations may be necessary and will be at the expense of the cheerleader. No cutting is permitted. All alterations must be reversible.
- District owned items are to be worn and/or used only during BPS related cheerleading activities. No person other than a current cheerleader is to wear or use any part of the district owned uniform.
- At the end of the season, all rented items are to be turned in properly cleaned and in good condition. Cheerleaders whose uniforms are not returned in clean and proper condition will incur a \$25 cleaning fee.
  - Rips, holes, missing hems, buttons, or zippers, stains, excessive lint/hair, underarm stains, etc. will result in a cleaning fee.
- The rental fee does NOT cover damages to uniforms including but not limited to damaged hems, zippers, buttons, etc. These items will be the financial responsibility of the cheerleader and must be repaired before the item will be accepted back by the coach.
- The rental fee does NOT cover full replacement of any item. If any item is damaged beyond repair, the cheerleader will be responsible for the entire replacement cost of the item or items.

## appendix b

# 2020-2021 ESTIMATED COST TO PARTICIPATE & tentative payment schedules

Each squad member will be responsible for ALL costs associated with being a member of a cheerleading squad at BPS. Being a squad member can get pricey. We never want the cost to affect if a participant decides not to tryout but we do want you to be fully aware of the cost involved.

## MIDDLE SCHOOL REQUIRED EXPENSES

ITEM	COST
Camp Fees	n/a
Camp/Practice Clothes	\$30
Summer Tumbling (May-July)-optional	\$90
School Year Tumbling (Aug-March) <sup>1</sup>	\$240
Kaepa All American Cheer shoes <sup>2</sup>	\$65
Chasse Boy Cut Briefs (2)*	\$16
Game Bows	\$10
Squad Expenses <sup>3</sup>	\$150
Uniform Rental Fee <sup>4</sup>	\$125
Backpack*	\$35
Oklahoma Competition Registration <sup>5</sup>	\$40

\* Do not need to purchase if EXACT item has been purchased in a previous cheer season and QUALITY and FIT of the item have been approved by the coach for this season

## MIDDLE SCHOOL TENTATIVE PAYMENT SCHEDULE

MONTH	AMOUNT	ITEMS INCLUDED
May 1	\$30	Camp Clothes
June 1	\$10-126	Shoes, Spanks, Backpack, Game Bows
July 1	\$125	Uniform Rental Fee
August 1	\$75	½ Squad Exp
September 1	\$115	½ Squad Exp, Competition Registration

<sup>1</sup>Tumbling will be \$30 paid monthly to P66 along with a \$35 yearly registration fee that is due in August. May-July will have pro-rated annual fee.

<sup>2</sup> If the cheerleader has a pair of white, low top, cheer shoes, they can get approved to use the previously purchased shoes. The approval must come from the Head Coach at fittings and any coach may determine the shoes unfit if they become too worn during the year.

<sup>3</sup> Squad expense payment goes into each squad's general account and is used for various items and activities through the year. These include but are not limited to: squad bondings, homecoming, supplies, t-shirts, Christmas Party, End of Year Banquet, etc.

<sup>4</sup> Each cheerleader will be provided with 2 to 3 school district owned uniforms and a pair of poms. A yearly rental fee will be charged for the use of the provided. Any alterations needed are at an additional expense to the squad member (NO material may be cut).

<sup>5</sup> **Competition registration fees not paid by September 15<sup>th</sup> will result in cheerleader removal from routine**



## JUNIOR VARSITY REQUIRED EXPENSES

ITEM	COST
Camp Fees	n/a
Camp/Practice Clothes	\$76
Senior Uniform – If applicable	\$90
Summer Tumbling (May-July) <sup>1</sup>	\$90
School Year Tumbling (Aug-March) <sup>1</sup>	\$240
Nfinity Backpack and shoe package	\$135
<b>OR</b> Nfinity Evolution shoes only <sup>6</sup>	\$90
<b>OR</b> Nfinity Backpack only	\$85
Navy Nike Spanks (2)*	\$50
Bows	\$10
Squad Expenses <sup>7</sup>	\$200
Uniform Rental Fee <sup>8</sup>	\$125
Oklahoma Competition Registration <sup>9</sup>	\$40

\* Do not need to purchase if EXACT item has been purchased in a previous cheer season and QUALITY and FIT of the item have been approved by the coach for this season

## JUNIOR VARSITY TENTATIVE PAYMENT SCHEDULE

MONTH	AMOUNT	ITEMS INCLUDED
May 1	\$76	Camp Clothes
June 1	\$10-285	Shoes, Spanks, Backpack, Bows, Sr. Uniform
July 1	\$125	Uniform Rental Fee
August 1	\$100	½ Squad Expenses
September 1	\$140	½ Squad Exp, Competition Registration

<sup>6</sup> If the cheerleader has a pair of white, low top, cheer shoes, they can get approved to use the previously purchased shoes. The approval must come from the Head Coach at fittings and any coach may determine the shoes unfit if they become too worn during the year.

<sup>7</sup> Squad expense payment goes into each squad's general account and is used for various items and activities through the year. These include but are not limited to: squad bondings, homecoming, supplies, t-shirts, Christmas Party, End of Year Banquet, etc.

<sup>8</sup> Each cheerleader will be provided with 2 to 3 school district owned uniforms and a pair of poms. A yearly rental fee will be charged for the use of the provided. Any alterations needed are at an additional expense to the squad member (NO material may be cut).

<sup>9</sup> **Competition registration fees not paid by September 15<sup>th</sup> will result in cheerleader removal from routine.**

Revised 4/15/2020

## VARSIY REQUIRED EXPENSES

<b>ITEM</b>	<b>COST</b>
NCA Home Camp	\$200
Camp/Practice Clothes	\$140
Sr. Uniform – if applicable	\$90
Summer Tumbling (May-July) <sup>1</sup>	\$90
School Year Tumbling (Aug-March) <sup>1</sup>	\$240
Nfinity Evolution Cheer Shoes <sup>10</sup> plus Backpack deal	\$135
<b>OR</b> Evolution shoes alone	\$90
<b>OR</b> Backpack* alone w/embroidery	\$85
Navy Nike Spanks (2)*	\$50
Squad Expenses <sup>11</sup>	\$300
Uniform Rental Fee <sup>12</sup>	\$175
Jacket	\$50
Game Bows	\$10
Nationals Choreography & Music	\$200
NCA Nationals (includes travel, registration, meals, etc.) <sup>13</sup>	\$700

\* Do not need to purchase if EXACT item has been purchased in a previous cheer season and QUALITY and FIT of the item have been approved by the coach for this season

## VARSIY TENTATIVE PAYMENT SCHEDULE

<b>MONTH</b>	<b>AMOUNT</b>	<b>ITEMS INCLUDED</b>
May 1	\$240	Camp Deposit, Camp Clothes
June 1	\$10-385	Shoes, Spanks, Backpack, Game Bows, Senior Uniform, Camp Balance
July 1	\$175	Uniform Rental Fee
August 1	\$200	½ Squad Exp, Jacket
September 1	\$350	½ Squad Exp, Nationals Choreography
October 1	\$150	NCA Competition Registration
November 1	\$300	NCA Travel Fees & Hotel
December 1	\$250	NCA Meals & Activities

## appendix c

<sup>10</sup> If the cheerleader has a pair of white, low top, Nfinity cheer shoes, they can get approved to use the previously purchased shoes. The approval must come from the Head Coach at fittings and any coach may determine the shoes unfit if they become too worn during the year.

<sup>11</sup> Squad expense payment goes into each squad's general account and is used for various items and activities through the year. These include but are not limited to: squad bondings, homecoming, supplies, t-shirts, Christmas Party, End of Year Banquet, etc.

<sup>12</sup> Each cheerleader will be provided with 2 to 3 school district owned uniforms and a pair of poms. A yearly rental fee will be charged for the use of the provided. Any alterations needed are at an additional expense to the squad member (NO material may be cut).

<sup>13</sup> **NCA Nationals fees not paid by Dec. 15<sup>th</sup> will result in cheerleader removal from routine.**

# FINANCIAL rules

The rules for handling money are listed below. These rules apply to all forms of money including parent payments, individual donations, squad sponsorships, and/or fundraiser profits.

- **All financial questions or concerns should be directed to the BCBC Treasurer**
- An invoice/statement will be sent at least one week prior to each payment due date. The statements can be sent to two email addresses designated by the parent/guardian. The only exception will be the first payment due which will be collected at the new squad meeting.
- **Coaches will not discuss financials or accept any payments.**
- All checks must be mailed to the PO Box and each payment should be in the PO Box ON the due date NOT just postmarked on the due date. Payments will not be accepted any other way. The only exception will be the first payment which will be collected from parents at the new squad meeting.
  - Bruin Cheerleading Booster Club  
PO Box 3683  
Bartlesville, OK 74006
- Each payment should be accompanied by a copy of the invoice/statement that it is intended to pay so that it is guaranteed to be posted to the correct account for the correct cheerleader.
- Payments will be posted to accounts only once per week (usually on Wednesdays). If your payment is not in the PO Box before posting that week, it will not be posted until the following week and will not be considered credited to the account until posted. If your payment is in the PO Box by the due date each month, this should not cause you any issue.
- Items paid for by parent payments will be ordered as soon as possible after the money is due for that item (usually within one week of the due date). If your payment for that item or those items has not been posted to your cheerleader's account by the ordering date, your cheerleader's item(s) will not be included in that order. This can potentially delay the ordering of the cheerleader's item(s) by a substantial amount of time (usually at least a month) because unless the parent is willing to pay the additional shipping fees to order items for only their cheerleader alone, the item(s) will wait to be ordered until the next group order is put in. This WILL also delay delivery of the item(s) and may cause the cheerleader to have to sit out of events due to not being in full uniform.

## appendix d

# FUNDRAISERS

Cheerleading is expensive! Bartlesville Public Schools provides ~\$2000 annually for all squads. Parents must fill in the gap by either fundraising or paying out of pocket. All parents and cheerleaders will be required to participate in one mandatory fundraiser and the money raised will go to the cheerleader's account. This will decrease the out of pocket cost to parents by ~\$280. In addition to those events, cheerleaders may be required to also participate in other fundraiser activities.

## **MANDATORY PARENT FUNDRAISERS**

- Cheerleader and a parent/guardian **MUST WORK ONE MANDATORY FUNDRAISER to avoid a fundraising fee of \$250.**
- A parent/guardian **MUST WORK REQUIRED NUMBER OF ATHLETIC GATES** to avoid fee. There is a \$30 fee per gate for missed or non-scheduling.
- Senior parents are not required to work athletic gates.
- Specific fundraisers will be announced at a later date.

## **MANDATORY CHEERLEADER FUNDRAISERS:**

- **50/50 tickets:** Raffle tickets will be sold at varsity football and/or basketball games. Any money raised will be placed in the general fund to benefit squad activities.
- **Varsity Youth Clinic(s):** Youth cheer clinics may be held during the football and/or basketball seasons. Varsity cheerleaders are required to work the events. Money raised will go into the Varsity account.
- **Other events:** additional events may be set up depending on need during the year.

## **OPTIONAL ADDITIONAL FUNDRAISING OPPORTUNITIES:**

- **Athletic Gates:** Working athletic events selling tickets, is easy money! Parents will have the opportunity to work ticket gates during the basketball and wrestling events. The money made will be put directly in the cheerleader's account.
- **Any additional fundraisers** to benefit cheerleader's individual accounts must be run by parents with approval from the BCBC.
- **P66 and COP volunteer grants and matching funds:** Cheer parents and grandparents who work for P66 or COP and donate their time or money to Bartlesville Cheer can submit for matching funds. Contact a BCBC board member for more information.

# Bartlesville Bruin Cheer Miss form

**Cheerleader:** \_\_\_\_\_

**Event Date(s):** \_\_\_\_\_

**Squad:**

- Middle School       JV       Varsity

**Event:**

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Practice</b> -Miss                  | <input type="checkbox"/> <b>Event</b> -Miss         |
| <input type="checkbox"/> <b>Practice</b> -Late Arrival          | <input type="checkbox"/> <b>Event</b> -Late Arrival |
| <input type="checkbox"/> <b>Practice</b> -Leave Early           | <input type="checkbox"/> <b>Event</b> -Leave Early  |
| <input type="checkbox"/> <b>Game</b> -Miss                      |   |
| <input type="checkbox"/> <b>Game</b> -Late Arrival              |   |
| <input type="checkbox"/> <b>Game</b> -Leave Early               |   |
| <input type="checkbox"/> <b>Game</b> -Substitute (varsity only) |   |

Cheerleader involved in game sub: \_\_\_\_\_

**Reason:**

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**Parent/Guardian Signature**

**Date**

# Bartlesville Bruin Cheer handbook contract

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By signing below, both the cheerleader and parent/guardian acknowledge that they have read and understand the following as outlined:

- Bruin Cheer Philosophy
- Time Commitment
- Risk and Health & Injury
- Membership
- Captain and Cheerleader Guidelines
- Eligibility and Discipline
- Parent Responsibilities
- Grading Policy, Make-Up Points, and Accountability Policy
- Appendix A, B, C, and D
- Miss Form

It is understood that if a member quits or is removed from the squad for any reason after squads have been announced, any monies paid in or fundraised to that point are non-refundable and the member will not be allowed to try out or participate with any spirit squad for one year from the date the cheerleader quit or was removed. Spirit squads include all cheer and pom teams.

## Prospective Cheerleader:

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I have read the entire Bartlesville Bruin Cheer Handbook. I understand that I will be expected to abide by these guidelines, as well as any other rules designated by the coach or administrators. I understand that membership on any cheer squad is both an honor and extremely hard work and I will make every effort to be a successful member of the team by supporting my coaches, fellow squad members, and the program throughout the year. I further understand that Bartlesville Cheerleaders are held to the highest standards possible, and I will respect and honor the privilege given to me to represent Bartlesville in the best manner possible.

Cheerleader Signature

Date

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## Parent/Guardian:

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I understand that my child is obligated to serve in the capacity of Bartlesville Cheerleader from the day of received tryout results until the first day of tryouts for the next year. I have read the entire Bartlesville Bruin Cheer Handbook. I understand that these guidelines, as well as any others outlined by the coaches or administrators, must be followed throughout the year and understand that violation of any of these rules may lead to discipline to the cheerleader, loss of points in grade or accountability policy, benching or suspension, or permanent dismissal from the squad.

Parent/Guardian Signature

Date

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