



**2020-2021 PROGRAM HANDBOOK  
SEASON 2**

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# MESSAGE FROM THE OWNER



Five years ago, I dreamed about what cheerleading in Muskoka could look like. Over the past eighteen months, I had a front-row seat watching those dreams materialize as competitive cheerleading took root in Muskoka. I could not have anticipated the warm welcome with which Muskoka residents would greet our sport and the success we would experience in our first season. Yet here we are planning Season 2 with over fifty families chomping at the bit to return to the sport that won their hearts. With a vision to foster competence, confidence and meaningful memories in young people, and with a successful first year delivering on that vision, Muskoka Elite is poised to spring into an even more successful second season.

I write this recognizing the glaring elephant in the room. COVID-19 has changed the world. Overnight, the pandemic directly impacted the final moments of our program last season as economies halted across the globe. Being a high-contact sport, cheer training will look very different both in Muskoka and around the world for the foreseeable future. As I write these words, Gym Owners and Program Directors across our country are working with Cheer Canada and our cheerleading provincial sport organizations to plot a safe, healthy, and responsible path forward in keeping with government protocols. In the meantime, Muskoka Elite has developed a Four-Phase Plan to Return to Cheer (pg. 5) which accounts for some of the particularities unique to our club here in Muskoka. Combining virtual and outdoor training in the early stages, teams will begin training in June and take a step-by-step approach as they return to full-contact practices while following government regulations and protocols.

Muskoka Elite's mission is to be a leader in sport in Muskoka while empowering young minds to trust the learning process, believe in themselves, and achieve their goals. The benefits of cheerleading are found not only in its skills, but in the friendships formed, the values learned, and the meaningful memories made. Whatever the state of our sport in the coming months, Muskoka Elite will deliver on these commitments in its second season.

I hope you will join us. Here is to Season Two!

Kindest Regards,

**Tony Bentley**  
**Owner & Head Coach**

# WELCOME TO MUSKOKA ELITE

Welcome to Muskoka Elite Cheer & Tumbling! This handbook is designed to give families the information needed to make informed decisions about their participation at Muskoka Elite. The handbook outlines program details, commitments, dates, requirements, policies and costs. Families who plan to join a competitive team in 2020-2021 should read through this document in its entirety and contact us with any questions.



## **Mission**

*Be a leader in sport while empowering young minds to trust the learning process, believe in themselves, and achieve their goals.*

## **Vision**

*To foster competence, confidence, and passion in young people while creating meaningful memories.*

## **Values**

**Have Fun.** *Strive to make every experience fun for yourself and for those around you.*

**Be Accountable.** *Own your commitments. Deliver results; not excuses.*

**Be Determined.** *Enjoy the learning process. Work hard and pursue success through failure.*

**Be Responsible.** *Manage your little piece of the world and make it shine!*

**Celebrate Success.** *Achieve your goals and revel in your success with loved ones.*

## WHAT IS ALL STAR CHEER? CHECK OUT OUR ROUTINE VIDEOS!



Cheer combines gymnastic tumbling, acrobatic stunting, dance and choreography into a two and a half minute routine to be competed at local, regional, and national competitions.

Visit [www.MuskokaElite.com](http://www.MuskokaElite.com) and click "Video Gallery"

## WHY CHEERLEADING?

### BUILD CHARACTER

*Parents love cheer because it teaches values like trust, teamwork, commitment, punctuality, reliability, perseverance, hard work, and friendship. These values not only build great athletes; they build great people. Cheerleading equips kids with lessons that will serve them for life!*

### FRIENDS FOR LIFE

*Cheer friends are the best friends! The relationships cheerleaders build on the floor are built for life. The inclusive nature of cheer forces athletes of all shapes, sizes and backgrounds to trust and rely on each other in a way that is unique and beautiful! Friends made on cheer teams last a lifetime.*

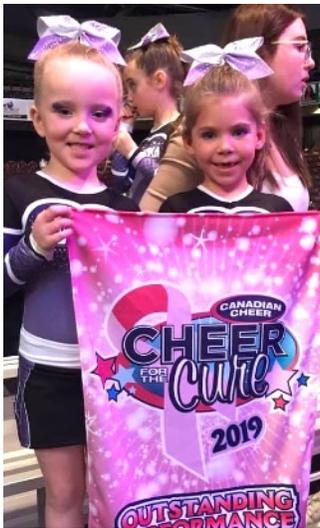
### HEALTH & FITNESS

*Cheerleaders build and refine their agility, balance, and coordination through power lifting and calisthenic movement while targeting both the aerobic and anaerobic metabolism. Practices involve intense periods of fitness and strength conditioning. A great workout guaranteed!*

### TEAMWORK

*Cheerleaders lift each other off the ground. The trust, commitment and team work needed to do this safely, confidently, and successfully cannot be found in any other sport. Teammates develop relationships like no other. Cheerleading only works when teammates cooperate and collaborate.*

# CONTENTS



## OVERVIEW

Message from the Owner	2
Welcome	3
Contents	4

## PROGRAM DETAILS

COVID-19	5
Team Overview	6
Team Costs	7
Competition Schedule	8
Program Calendar	9
How to Join a Team	10
Frequently Asked Questions	11
Cheer District App	12

## APPENDICIES

A. Payment & Refund Policy	13
B. Attendance Policy	14
C. Sportsmanship Policy	15
D. Gym Rules	15
E. Code of Conduct	16
F. Crossover Policy	16

# COVID-19

## FOUR-PHASE PLAN TO RETURN TO CHEER

The world of sport has been drastically impacted by COVID-19. Below is a tentative framework for return-to-play at Muskoka Elite. Details of each phase are based on lengthy consultations with industry professionals, stakeholders, and authorities from around the world and are modelled after approaches seen in other countries where return-to-play has already begun.

### Phase 1, May & June

**Online Tryouts.** Submit a tryout video online and be assigned to a team with participants of a similar age and ability. Everyone is selected to a team! No one is excluded! Deadline to submit is June 8, 2020.

**Virtual Training.** Team rosters will be announced June 12, 2020. Teams will begin weekly online training the week of June 15, 2020.

### Phase 2, July & August

**No-Contact Outdoor Training.** As government regulations permit and based on recommendations of relevant health authorities, teams will move virtual training outdoors with physical distancing protocols in place. Teams will train individual elements such as flexibility, jumps, conditioning, tumbling skills, dance and team bonding activities.

**No-Contact Indoor Training.** As government regulations permit, teams will move to no-contact training indoors.

### Phase 3, Fall 2020

**Low-Contact Indoor Training.** Following the recommendations of the Ontario Cheer Federation, Cheer Canada, and the relevant health authorities, Muskoka Elite will begin low-contact training (limited stunting) in the fall when it is safe to do so.

**Regular Training.** Muskoka Elite will return to regular training when advised to do so by the relevant authorities, including Cheer Canada, the Ontario Cheerleading Federation, and the Ontario Ministry of Health. Note, full contact sports may not be permitted in Canada until the late fall 2020 or winter 2021.

### Phase 4, Winter 2021

**Competitions.** COVID-19 has destabilized the Canadian cheerleading landscape and event producers are challenged to plan competitions at this time. Muskoka Elite will take a very flexible approach to competitions next winter, selecting 2 or 3 competitions to attend depending on health protocols, availability of events, and the status of competitive cheer in Canada.

## FAMILIES-FIRST AFFORDABILITY PLAN

Muskoka Elite recognizes that some families have suffered financially due to COVID-19. We have implemented a series of initiatives to make cheer accessible to all Muskoka families in Season 2.

- Reduced practice times for reduced tuition
- Tumbling training is optional for all teams
- Combination of virtual and in-person practices to reduce weekly commutes
- Fewer competitions
- Modified fixed team costs (music, choreography, etc)
- Modest practice gear and fewer pieces
- End-of-month billing to mitigate schedule interruptions
- Uniform and jacket cycle will be extended to 2023

# TEAM OVERVIEW

	TINY TWINKLES	MINI MINNOWS	SHOOTING STARS	JUNIOR HAWKS	AURORA
<b>AGES</b> As of December 31, 2021	4 & 5 Born 2017 & 2018	6-8 Born 2012-2016	8-12 Born 2008-2013	10-17 Born 2011-2003	16+ Born 2005 & Earlier
<b>DIVISION</b>	Tiny Novice	Mini Prep Level 1	Youth All Star Level 1	Junior All Star Level 1	Open All Star Level 2 or 3
<b>DIFFICULTY</b>	Beginner	Beginner	Beginner/ Intermediate	Intermediate	Beginner/ Intermediate
<b>SUMMER PRACTICES</b> June through August	Training Begins Sept	Tues 5:00-6:00pm Online OR Outdoors	Wed 6:00-7:00pm Online OR Outdoors	Wed 7:00-8:00pm Online OR Outdoors	Training Begins Sept
<b>REGULAR SEASON PRACTICE SCHEDULE</b>	Tuesdays* 4:00-5:00pm Sept to Dec	Tuesdays* 5:00-6:30pm Sept to Feb	Wed 6-7pm (Online) Sun 3-6pm (Gym) Sept to April	Wed 7-8pm (Online) Sun 5:30-8:30pm (Gym) Sept to April	Wed 7:30-9:30pm Sept to April
<b>PRACTICE LOCATION</b>	Rotary Youth Centre	Rotary Youth Centre	Muskoka Limberettes	Muskoka Limberettes	Muskoka Limberettes
<b>COMPETITIONS</b>	For competition schedule and details, see "Competition Schedule" on page 18.				
<b>PRACTICE GEAR</b>	T-shirt & bow included. Not included: White shoes, black shorts.	T-shirt & bow included. Not included: White shoes, black shorts.	T-shirt & bow included. Not included: White shoes, black shorts.	T-shirt & bow included. Not included: White shoes, black shorts.	T-shirt & bow included. Not included: White shoes, black shorts.
<b>TRAVEL INVOLVED</b>	No	No	No	No	No
<b>TUMBLING CLASS</b>	Not Required	Not Required	Not Required	Not Required	Not Required
<b>ONLINE TRYOUT</b>	NA	REQUIRED	REQUIRED	REQUIRED	REQUIRED

\*Note, due to scheduling constraints, Tiny Twinkles & Mini Minnows will not train the first Tuesday of each calendar month.



All practices, performances, and competitions are mandatory. Teams require all athletes to be present to train effectively. Muskoka Elite is committed to protecting the safety of its athletes and the investment of its customers. Athletes are asked to attend as many summer practices as possible, but summer attendance is not a firm requirement. See Appendix B for our full Attendance Policy.

# TEAM COSTS

Prices do not include HST

PROGRAM COSTS	TINY TWINKLES	MINI MINNOWS	SHOOTING STARS	JUNIOR HAWKS	AURORA
<b>ENROLMENT FEE</b> Due June 28, 2020	\$40 <i>After June 28: \$90</i>	\$75 <i>After June 28: \$125</i>	\$75 <i>After June 28: \$125</i>	\$75 <i>After June 28: \$125</i>	\$40 <i>After June 28: \$90</i>
<b>COMMITMENT FEE</b> Due August 28, 2020	\$175	\$245	\$320	\$320	\$355
<b>MONTHLY TUITION</b> Due 28th of Each Month	\$30/mo Sept to Dec	\$45/mo Sept to Feb	\$100/mo Sept to April	\$100/mo Sept to April	\$50/mo Sept to April
<b>TOTAL PROGRAM COSTS</b>	<b>\$335</b>	<b>\$620</b>	<b>\$1,195</b>	<b>\$1,195</b>	<b>\$795</b>



Above are team-specific fees which all families will incur while attending the program. These fees include: Cheer District App (ages 8+), athlete insurance coverage, athlete memberships (CC & OCF), two-piece practice gear, routine choreography, routine music, and practice tuition. These fees do not include: Black practice shorts, event spectator admission, event parking fees, transportation and accommodations, and uniform items.

**COMPETITION FEES.** New this year: The fees above do not include competition registration fees. Competitions will be billed as they are scheduled through the season. Competitions generally cost between \$50 and \$100 per athlete per event.

**Discounts:** Multi-student Discount: 25% off sibling tuition. Crossover Discount: 40% off all fees. See Appendix A.

REQUIRED CHEER GEAR	TINY TWINKLES	MINI MINNOWS	SHOOTING STARS	JUNIOR HAWKS	AURORA
<b>UNIFORM</b> Includes skirt, bodysuit & bow	Not Required	\$256 Due July 28	\$256 Due July 28	\$256 Due July 28	TBD
<b>TEAM JACKET</b> Optional	Optional purchase for all members. \$124. Due July 28.				
<b>MAKE UP KIT (3 PIECES)</b> Required	Includes two eye shadows and one lip colour. \$35 Does not include primer, eye liner, mascara, or blush. Due November 1st.				
<b>CHEER SHOES</b> Required	Available for purchase through Muskoka Elite and other retailers. Note, branded Cheer Shoes are not required. Plain, white, athletic shoes are appropriate.				
<b>BLACK PRACTICE SHORTS</b> Required	Any brand or style of black, athletic shorts are appropriate.				

Families who do not already own the items above or require a different size should plan to purchase them. Note, lightly used articles may be available for purchase on our [Muskoka Elite Used Cheer Gear Facebook Group](#).

**EXTENDED: Uniform & Jacket Cycle.** Muskoka Elite's uniform and jacket cycle has been extended to 2023. The 2020/2021 season is the second year of a four-year uniform & jacket cycle for all star and prep cheer teams. New families will need to purchase the uniform. Team jackets are optional. These items will be charged on July 28, 2020. Both can be used until 2023.

**Uniform Pieces:** Bodysuit \$155, Skirt \$75, & Bow \$26. Contact us for male uniform pricing.

# COMPETITION SCHEDULE

## CRUNCH TIME CRITIQUE

**Date:** December 13, 2020 **Location:** Limberettes Gymnastics. Bracebridge, ON. (TBC)

**Teams Attending:** All star teams and prep teams.

**Summary:** *Crunch Time Critique* is a closed, in-house event limited to Muskoka Elite athletes and staff. Family and friends are kindly requested not to attend. These performances are an opportunity for teams to perform for and critique each other prior to their showcase, Spirit of Muskoka.

## SPIRIT OF MUSKOKA

**Date:** January 17, 2021 **Location:** BMLSS. Bracebridge, ON. (TBC)

**Teams Attending:** All star teams and prep teams.

**Summary:** *Spirit of Muskoka* is Muskoka Elite's year-opening showcase where teams will perform their routines for their families, friends, and their community. The event is open to the public and athletes are encouraged to invite anyone they wish.

## WINTER COMPETITION 1

**Date:** TBC **Location:** TBC

**Teams Attending:** Mini Minnows, Shooting Stars, Junior Hawks, & Aurora

## WINTER COMPETITION 2

**Date:** TBC **Location:** TBC

**Teams Attending:** Mini Minnows, Shooting Stars, Junior Hawks, & Aurora

## MARCH MUSKOKA EVENT

**Date:** TBC **Location:** TBC

**Teams Attending:** Shooting Stars, Junior Hawks, & Aurora

## SPRING COMPETITION

**Date:** TBC **Location:** TBC

**Teams Attending:** Shooting Stars, Junior Hawks, & Aurora

**ALL COMPETITIONS ARE MANDATORY.** Competitions are a mandatory part of our Prep Cheer and All Star programs. Even a single absent teammate negatively impacts a team's ability to perform their routine and compete effectively. Families who cannot respect the attendance requirement will be subject to disciplinary action up to and including dismissal. Please note that missed practices prior to a competition may result in that athlete being removed from the routine for the up-coming event at the coaches' discretion. If this occurs, the athlete will be put back in the routine following the competition, but it may not be in the same position(s). Please see Appendix B to review Muskoka Elite's detailed attendance policy.



	CRUNCH TIME CRITIQUE	SPIRIT OF MUSKOKA	WINTER COMPETITION 1	WINTER COMPETITION 2	MARCH MUSKOKA EVENT	SPRING COMPETITION
<i>Tiny Twinkles</i>	✓					
<i>Mini Minnows</i>	✓	✓	✓	✓		
<i>Shooting Stars</i>	✓	✓	✓	✓	✓	✓
<i>Junior Hawks</i>	✓	✓	✓	✓	✓	✓
<i>Aurora</i>	✓	✓	✓	✓	✓	✓

# PROGRAM CALENDAR

## 2020/2021 SEASON

June 8	Tryout videos due at midnight
June 12	Team rosters posted at <a href="http://www.MuskokaElite.com">www.MuskokaElite.com</a>
June 14	Family orientation and Q & A (Zoom Meeting)
June 15-19	Teams begin online training the week of Jun 15
June 22-26	Bring a friend week.
June 28	Enrolment fee due
July 28	Uniform and jacket order due (sizes & fees)
August	Coffee with Coach Tony. Open discussion with Coach Tony followed by Q & A. (Date TBC)
September 1	<b>CHEER SEASON BEGINS</b>
September 14-18	Teams begin their regular training schedule.
September 20-25	Bring a friend week
October 4-9	Pink Week. Wear pink to support breast cancer awareness.
October 9-12	Closed for Thanksgiving. No practices.
October	All star choreography camps. (Dates & times TBC)
November 8-13	Remembrance Week. Wear red & white to practices and classes.
Mid November	Coffee with Coach Tony. Open discussion with Coach Tony followed by Q & A. (Date TBC)
December 13	<b>PERFORMANCE.</b> Crunch Time Critique (In-house performances, closed event)
December 16	Last practices before Christmas Break. Teams meet as scheduled.
Dec 14 - Jan 2	Gym closed for Christmas Break. Classes resume Jan 3.
January 3	Practices Resume
January 17	<b>PERFORMANCE.</b> Showcase: Spirit of Muskoka. Bracebridge, ON.
February	<b>COMPETITION.</b> Winter Competition 1 (Date TBC)
February 7-12	Love Cheer Week. Wear purple to all practices and classes.
Feb/Mar	<b>COMPETITION.</b> Winter Competition 2 (Date TBC, Prior to March Break)
Feb/Mar	Last Practice for Mini Minnows (Date TBC, Prior to March Break)
March	Coffee with Coach Tony. Open discussion with Coach Tony followed by Q & A. (Date TBC)
March 7-12	Tacky Tourist Week. Wear your tackiest outfit to practices.
March 13-20	Gym Closed for March Break. All star practices resume March 21.
March/April	<b>PERFORMANCE.</b> Local Performance in Muskoka. (Date and time TBC, after March Break)
April	<b>COMPETITION.</b> Spring Competition (Date TBC)
April	Last practices for All Star.
April	Year End Award Banquet
	<b>SEASON ENDS</b>
MAY 2021	All star team selection

# HOW TO JOIN A TEAM

**Ready to join a cheer team? Follow these easy steps.**

1. **Review all team information.** Review all of the team commitments, dates, and fees as outlined in this handbook. It is very important that families understand all program requirements and expectations before joining a team.
2. **Register online for tryouts.** Visit [www.MuskokaElite.com](http://www.MuskokaElite.com) and click Register Today. Complete your tryout enrolment online.
3. **Submit a tryout video.** Follow the instruction on our website to submit a tryout video. All prospective students will be assigned to a team that is age appropriate and matches their abilities level. Everyone is placed on a team! No one is excluded. Deadline to submit is June 8 and team rosters will be announced June 12, 2020.

\*If June 12 has passed and you would like to be considered for a team please call (705) 706-1045.

## What to Expect

### Level 1 Cheerleading

Level 1 teams are for beginners and everyone who tries out will be placed on a team. Participants are evaluated to determine which role would be most suitable for them on the team (ie, base, backspot, or flyer) and athletes are assigned to a team that matches their age, maturity, ability level and designated position on the team.

Teams will begin virtual training the week of June 15 and will move to no-contact, outdoor training as soon as government protocols permit.



# FREQUENTLY ASKED QUESTIONS

## **We are new to cheer. Do we have to start with recreational classes?**

No. Beginners can participate on an all star level 1 team or a prep cheerleading team. Both are competitive teams that focus on basic skills and compete against other beginners.

## **How much does cheerleading cost?**

See page 7 for team-specific costs.

## **How old does my son/daughter have to be to cheer?**

In 2020/2021, Muskoka Elite will offer programs for kids ages 4 and up. In the future, we hope to offer Tots Cheer programs for ages 3.5-5.0.

## **Where are the competitions located?**

This year, competitions will be mostly in the Greater Toronto Area.

## **How can I register for a team?**

See page 10.

## **We have a vacation planned next year. Is it ok if we miss a few weeks of cheer?**

Unfortunately, absent team mates negatively affect a team's ability to practice effectively. Families are encouraged to schedule their vacations during scheduled breaks (summer, Christmas, and March Break) to avoid missing cheer practices. Families who are not able to commit to all practices should choose a recreational cheer program. Please see Appendix B for our detailed attendance policy.

## **Where can I buy cheerleading shoes?**

Muskoka Elite will stock limited quantities of cheerleading shoes each season. We can also order shoes in for families. Cheer shoes are also available for order from online retailers.

## **Can we train at Muskoka Elite while attending another cheerleading gym?**

No. Muskoka Elite and the IASF do not allow athletes to train competitively at two separate gyms. In certain circumstances, athletes may attend Muskoka Elite for workshops and special events with the permission of their current gym.

## **What should my kids wear to practices?**

For all star and prep teams, athletes should wear their designated practice apparel (see your coach for your team's training gear schedule). Black shorts and white shoes should be worn. Hair should be tied back. All star athletes should also wear their team bows. Recreational cheerleaders are welcome to wear clean indoor shoes, shorts, and a t-shirt with their hair tied back. Jewellery is not allowed in any class at Muskoka Elite.

## **Is it true that cheerleading will be in the Olympics?**

Yes. In 2015, the International Olympic Committee provisionally recognized Cheerleading as a sport. Cheer is likely to be seen at the Summer Games in 2024 or 2028.

## **What certifications do cheerleading coaches have?**

Cheer coaches are certified by the International Cheer Union. Tumbling coaches may be certified by the ICU or by the National Canadian Coaches Program for Artistic Gymnastics. All coaches have first aid and CPR certificates.

## **Can we try it out before we join?**

Muskoka Elite hosts Check Out Cheer classes through out the season. These are low-cost, low-commitment classes available for new participants to try the sport. Prior to September 15th each year, prospective members are welcome to attend one practice free of charge. After September 15 each year, teams are closed to new members.

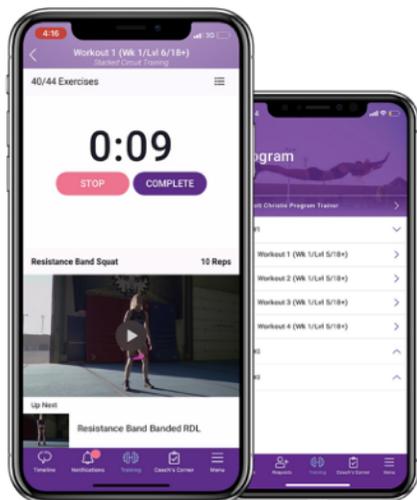
## **Can we join more than one team?**

Yes. In cheerleading this is called crossing over. Athletes may crossover to a second or third team as long as they can make all the required commitments to each team, including competitions, travel and team fees. See Appendix F for our crossover policy.

## **Why are practices mandatory? What about illnesses or family emergencies?**

Absences deprive other participants of their ability to practice. Stunt groups and pyramids cannot train with even one person missing. Therefore, in the interest of respecting the investment of all families, Muskoka Elite enforces a strict attendance policy (see Appendix B). Families are asked and required to choose a program they can manage.

# CHEER DISTRICT APP



New this year, athletes ages eight and older will have exclusive access to the Cheer District App for the entire season. The app offers age-appropriate, cheer-specific exercises for athletes to do at home to supplement their training. Here is how it works:

## AT-HOME WORKOUTS

Muskoka Elite athletes can download the app to any smart phone or tablet. They login to an account that has been set up for them by Muskoka Elite. Once logged in, athletes will be prompted to enter their age, division level, and position on their team. The app will custom design a twenty-seven-week exercise plan for them to improve fitness, build strength and improve mobility while maximizing injury prevention. The app takes athletes through their workouts each week step by step and includes videos to demonstrate each exercise. No equipment needed. The app tracks their progress and reports team participation and fulfillment data to coaches.



## DR. SCOTT CHRISTIE, PRESIDENT & SPORT SCIENTIST

With over thirty years of experience in both the cheerleading and health and wellness industry, Dr. Scott has a deep understanding of the physiological demand cheerleading places on the body. He was a former cheerleader for Western University, Power Cheer Athletics. Over his numerous years coaching, Dr. Scott Christie developed a passion for the sport and the challenges it presents to young athletes. Through the app, Dr. Scott Christie shares his extensive knowledge and expertise with the cheerleading community, to further strengthen and build the next generation of athletes.



## BRIANNE HANSON, CEO CHEER DISTRICT

Brianne was a cheerleader from the age of six through university and it was an enormous influence on her life. A native of Ontario, Brianne was fortunate to have competed at all levels of cheerleading, including at The Cheerleading Worlds. After completing her degree at Wilfred Laurier University where she was captain of the Laurier Cheer Team, she partnered with Dr. Scott Christie to develop Cheer District.



# APPENDICIES

## A. PAYMENT AND REFUND POLICY

The following outlines payment expectations and processes at Muskoka Elite Cheer and Tumbling.

### COMPETITIVE CHEER

All star and prep team payments are due on the dates listed in the program handbook which can be accessed at [www.MuskokaElite.com](http://www.MuskokaElite.com). Please note that HST is not included in any advertised fees. Families are required to have electronic payment information on file through the duration of the season. This can be in the form of direct bank draft or credit card. Families who choose to pay cash are welcome to do so but must also provide electronic payment information to secure their account. Muskoka Elite post fees to family accounts five days prior to their due date. Families may log into the Parent Portal at any time to review charges and payments. On the 28th day of each month, Muskoka Elite will charge families the full balance on their account. Fees not paid by due dates will incur a \$25 late fee. Declined credit cards and NSF bank withdrawals will also incur a \$25 fee. Occasionally, certain fees will be processed on the 15th of the month for special payments. Muskoka Elite recognizes that circumstances arise occasionally that may require special arrangements for payments. Muskoka Elite will do its best to accommodate these needs in extenuating circumstances. All requests for special arrangements must be submitted in writing to [billing@muskokaelite.com](mailto:billing@muskokaelite.com).

### **Pay-to-Play Policy**

Muskoka Elite Cheer and Tumbling maintains and enforces an on-going pay-to-play policy. Athletes whose accounts become past due by fourteen (14) days or more may not be permitted to attend practices or classes until their account is brought into good standing. Missed practices due to non-payment will not be excused and will be subject to our Attendance Policy (See Appendix B). Athletes who sit out due to non-payment will be invited back to practices and classes once the full balance owing has been paid, including any and all penalties.

### **Refunds & Withdrawals**

All star withdrawals will be processed with written notice from the family in question. Withdrawals received mid-year will be processed without refund for tuition already paid and families will not be charged subsequent tuition payments. Note, enrolment fees, commitment fees, registration fees, apparel, uniform costs, jacket costs, and competition fees are non-refundable. Families who withdraw from an all star or prep program do so with the understanding that they forfeit any and all claims to these funds. The following fees will be refunded as detailed below:

***Enrolment Fee due June 28, 2020 is eligible for a 50% refund until July 20. After July 20, no refunds will be issued.***

***Uniform & Jacket Fees due July 28, 2020 are not eligible for a refund once the items have been purchased by Muskoka Elite.***

***Commitment Fee due August 28, 2020 is eligible for a 50% refund until September 20. After September 20, no refund will be issued.***

***Tuition Fees once paid are not eligible for a refund.***

### **Special Circumstances**

Participants removed from the All Star or Prep Cheer programs at Muskoka Elite Cheer and Tumbling due to code of conduct or attendance violations are not eligible for refunds, including enrolment fees, commitment fees, registration fees, apparel, uniform costs, jacket costs, competition fees and tuition fees. In cases of injuries, short term injuries resulting in thirty days' non-participation will receive no compensation on tuition and athletes are welcome to return to play with a doctor's note. Medical withdrawals will not receive refunds on tuition even if attended by a doctor's note. If an athlete is injured or ill and will be out of training for over thirty days, monthly tuition fees will not be incurred past the date of injury. All injuries will be dealt with on an individual basis and should be communicated to coaches and management immediately.

### RECREATIONAL

Recreational programs are charged by the session. Families are required to remit payment in full twenty-one (21) days prior to the class start date. Families who do not submit payment for classes prior to the session start date may be removed from the class and their position filled from the waitlist. Muskoka Elite understands that occasionally families apply for funding through Kidsport, JumpStart, and other NGOs. Tuition is to be received prior the start of the first class. Once funding has been approved and received, it will be applied to the family account as a credit to be applied towards future tuition charges. Families attending sessional classes may withdraw twenty-one (21) days prior to the start date without penalty. Withdrawals processed less than twenty-one (21) days prior to the class start date will be processed with a 20% cancellation fee. As of the class start date, families may withdraw within fourteen (14) days and receive a refund with a 40% cancellation fee. After attending two classes, withdrawals will be processed without refund. Classes which meet a total of three or less times (ie, Check Out Cheer and/or workshops) are not eligible for refunds once paid.

### DISCOUNTS.

Multi-student discounts are available to families who register two or more participants in an all star or prep cheer program (recreational programs not included). Families will pay full price on their first participant and will receive a twenty-five percent (25%) discount on tuition for their second and third participants. In cases where program price points differ, the more expensive program will be charged full price and the less expensive program will receive the discount. The multi-student discount applies to tuition payments only and will not be applied to enrolment fees, commitment fees, or uniform/jacket fees.

Crossovers receive a discount on their second team. See Appendix F to review our Crossover Policy.

# APPENDICIES

## B. ATTENDANCE POLICY

### RECREATIONAL ATTENDANCE POLICY

Recreational families are encouraged to make every effort to attend all scheduled classes. Course curricula are designed with specific timelines in place to bring participants through required skills in a reasonable time frame. For cheerleading classes, partner work is impossible to train when one member of a group is missing. Thus absences may not only affect a child's progress negatively but their stunt group as well. Therefore, absences are highly discouraged. Continued absence could lead to disciplinary action up to and including dismissal. Students are not eligible to make up missed classes whether excused or not.

### ALL STAR & PREP CHEER ATTENDANCE POLICY

**GENERAL.** Attendance at practices, camps, and competitions is mandatory without exception. One absent athlete can prevent an entire team from being productive. Muskoka Elite is committed to protecting the time and financial investment of all families and will enforce this policy as necessary. Absences are taken seriously and could result in the removal of your child from the routine. Families are asked and required to demonstrate strong time-management ensuring vacations, appointments, and school work do not impact a team's ability to practice. Coaches can only coach effectively if they can work with the entire team at every practice. Families who cannot manage their time properly or respect the attendance policy may be re-accommodated in a recreational program. Participants removed from routines for attendance violations are not eligible for refunds, including registration, apparel, competition, or tuition fees. (See Appendix A)

**SAFETY.** In cheerleading, stunting involves inherent risks. Falls jeopardize the safety of both bases and flyers alike. Consistency of execution mitigates against the risk of injury. Safe and controlled stunting requires regular and consistent practice. This can only be achieved if stunt groups work together regularly and often. Absences directly and negatively impact a stunt group's ability to be consistent and therefore represent a genuine safety risk. Muskoka Elite Cheer and Tumbling is committed to the safety of every athlete.

**INJURIES.** If time off due to injury is required, a return to active participation note will be required from a doctor before training resumes. Athletes who are off training due to an injury are still required to attend practices to sit out and watch where possible. They are expected to keep up with routine changes and new choreography. Athletes who miss a practice or practices due to injury may be pulled from the routine for the next competition and may not be returned to the same position for any subsequent competitions.

**ILLNESS & CONTAGION.** Athletes experiencing headaches, nausea, soar throat, upset stomach, sneezing, coughing, sinus congestion, or any other flu-like symptoms must report their symptoms to Gym Management and stay home for 14 days. No exceptions. Athletes who miss a practice or practices due to illness may be pulled from the routine for the next competition and may not be returned to the same position for any subsequent competitions.

**COMPETITIONS.** Attendance at competitions is mandatory without exception. Muskoka Elite Cheer and Tumbling's competitive program includes a number of competitive appointments during each calendar year (See page 10). By registering for an All Star or Prep Cheer program, families make a firm commitment to attend every scheduled event. Competitive cheer teams cannot compete effectively with even one team member missing. For this reason, unauthorized absences from competitions will be treated very seriously and could result in a family's immediate dismissal from the program. Only in cases of injury or extenuating circumstances and with sufficient notice will athletes be excused from competitions. Medical withdrawals will be managed on a case-by-case basis. Refunds are not available for missed competitions even with a doctor's note.

**BLACK OUT PRACTICES.** The four practices leading up to a performance or competition are Black Out Practices. Athletes who miss a Black Out Practice are subject to removal from their routine at the coaches' discretion. In missing a Black Out Practice, an athlete forfeits participation in the approaching competition and may not be returned to the same position for subsequent competitions.

**VACATIONS.** Muskoka Elite Cheer and Tumbling respectfully asks and requires that families do not book vacations during the regular season (Sept-Apr) unless during a regularly scheduled break; ie, summer, thanksgiving, Christmas, or march break. Families are asked to plan their family trips during these times as not to adversely impact their team's training. Absences due to trips and vacations will not be excused and could jeopardize an athlete's role in their routine, especially during competition season.

**SCHOOL COMMITMENTS.** Muskoka Elite Cheer and Tumbling affirms the importance of every athlete's education. Participants are required to maintain their grades while involved in cheerleading. Muskoka Elite believes that school is every child's top priority and that this priority can be balanced with two-to-five hours of cheerleading each week. Homework, tests, assessments, studying, and all other school commitments are to be managed in a way upholds commitments to an athletes cheerleading responsibilities. Before joining a team, families are asked to consider carefully whether they can balance Muskoka Elite's program with school.

**INCLEMENT WEATHER.** Muskoka Elite is committed to running all practices as scheduled and will not close for inclement weather. Families who chose to join an all star or prep team do so with the understanding that additional time may be required to drive to practices during poor weather conditions. In very rare circumstances, if weather conditions become unsafe, Muskoka Elite may declare practices optional and families may choose not to attend without penalty. Announcements of this kind will be published on Muskoka Elite's website and social media platforms. If no announcement is made, families should assume practices will run as scheduled.

**EXTRA TRAINING.** As a general rule, Muskoka Elite does not schedule extra training. If extenuating circumstances require, extra training may be scheduled with ample notice. The decision to schedule additional training will be made a the sole discretion of the gym owner. Muskoka Elite Cheer and Tumbling respects the complexity of our families' schedules and as such will strive to avoid schedule changes.

**APPOINTMENTS.** Training is scheduled at regular, weekly times. Families are expected to book appointments around scheduled training. Missed training as a result of appointments, medical or otherwise, will not be excused. Please plan accordingly.

**MAKE UP TRAINING.** Make up training is not offered at Muskoka Elite Cheer and Tumbling. Families are asked and required to attend all regularly-scheduled training during the regular season.

### SUMMER ATTENDANCE - ALL STAR

During the summer months (June-August), families are welcome to take time away from training without penalty. Muskoka Elite Cheer and Tumbling respects that families need family time. We ask that the summer be utilized to schedule vacations and family activities. Kindly communicate summer absences to coaches and staff so we can plan effectively. All star athletes will train once a week June through August to maintain skills and conditioning. During this time, all star families are asked to attend training if you are in town. Summer skills camps are an invaluable feature of team development. Please prioritize these camps in your family's summer calendar.

# APPENDICIES

## C. SPORTSMANSHIP POLICY

Athlete development involves a partnership between athletes, coaches, parents and management. To preserve a positive learning environment for all athletes, Muskoka Elite Cheer and Tumbling has developed a set of expectations and rules of conduct for all which embodies our organizational philosophy and mirrors the code of conduct laid forth by the International All Star Federation. All stakeholders of Muskoka Elite Cheer and Tumbling including participants, athletes, parents, guardians, family members, coaches, officials and activity hosts must act with respect for themselves and demonstrate dignity, modesty, fairness, maturity, leadership, and positivity as well as respect for others in word and in action. The same are also expected to act with respect for the facility and equipment while creating an environment that is fun, safe, and conducive to learning. Athletes attending programs at Muskoka Elite Cheer and Tumbling must respect their coaches, teammates, opponents, officials, family members and themselves.

A coach's primary responsibility is safety. As such, athletes are expected to listen to and respect coach instructions and authority at all times. By enrolling in a program at Muskoka Elite Cheer and Tumbling, parents agree to respect the experience, knowledge, expertise, and authority of Muskoka Elite instructors and administrative staff. Practices are directed at the sole discretion of coaches in conjunction with gym management. At no time is a parent or family member to instruct, coach or spot skills on the premises.

Athletes are to arrive to classes and/or training in proper attire ready to work. Muskoka Elite Cheer and Tumbling expects parents to lead by example by demonstrating respect, punctuality, sportsmanship, integrity, conflict management, commitment, determination, and teamwork. These expectations apply both inside and outside the gym. Muskoka Elite Cheer and Tumbling kindly asks and requires that families bring a positive, friendly, part-of-the-solution attitude to the gym and abstain from gossip and rumour milling. Frustrations or challenges should be communicated to gym management directly.

At competitions, athletes and families are expected to demonstrate sportsmanship by cheering for all Muskoka Elite teams as well as their opponents. Placements and final rankings are determined at the sole discretion of the event producer and its officials. These determinations are to be respected and affirmed at all times. Families who choose to speak negatively about an event producer, Muskoka Elite teams, its opponents, or its staff, whether privately, publicly, or on social media, will be removed from the program.

## D. GYM RULES

1. Participants acknowledge the risks of injury associated with cheer and dance will pay careful attention to staff instructions.
2. Only indoor footwear, socks or bare feet are allowed in the gym.
3. The viewing area, change rooms, cubby area and washrooms must be kept clean.
4. Only water is permitted in the gym area. Empty bottles must be put in recycling. Personal water bottles must be removed every day.
5. Athletes must have a coach present before training skills or using any equipment.
6. To avoid injury, a proper warm up and stretch is required before training. No exceptions.
7. Any injury, acute or chronic pain must be reported to coaching staff.
8. Parents are not allowed in the gymnasium at any time unless expressly invited by coaching staff. No exceptions. In cases of injury, parents are asked to refrain from attending injured athletes in the gym and respect the duty of care required of Muskoka Elite staff and/or EMTs to manage the environment.
9. Hair must be tied back and should not cause distraction during training. Coaches will determine acceptable hairstyles.
10. Jewelry is not allowed per the International All Star Federation rules. This is a safety concern and exceptions will not be made. Families are advised that cheerleading competitions will not allow athletes under any circumstances to enter the competition area with jewellery. Athletes found to be wearing jewellery at a competition will attract a safety deduction for their team.
11. All athletes must wear appropriate clothing to training. Competitive athletes must wear their designated practice apparel to training. Recreational participants should wear athletic shorts, a t-shirt and clean indoor shoes.
12. Use of the equipment is strictly forbidden without the proper supervision of a qualified Muskoka Elite staff member.
13. Muskoka Elite coaches and staff are responsible for the gym and its activities. Coaches and staff have the authority to refuse or expel participants from the gym if and when they deem necessary.
14. Dangerous, silly, or disrespectful behaviour will not be tolerated at anytime.
15. Open Gym is for ages six and up. Participants six and under are encouraged to attend Daytime Playtime.
16. All accidents or incidents must be reported to a Muskoka Elite staff member immediately.
17. Equipment is to be returned to its place by the user.
18. One athlete at a time on equipment and/or drills. Participants must refrain from trying new skills unless directly supervised by a certified coach.
19. No outside shoes of any kind are allowed in the gym including dress shoes, boots or dirty runners.
20. Clothing should be presentable, tasteful, and family appropriate. Participants should strive for a wholesome, athletic, and practical appearance. Provocative or overly-suggestive clothing is not acceptable.
21. No food or drink including gum and candy is allow in the gym. Water is allowed.
22. When and if required, the Supervising Coach will implement the emergency policy and procedures.
23. All equipment including balls, sponges, hoops, skipping ropes, etc should be put away when not in use.
24. Mats and tumbling aides should be in place at all times for safety.
25. Muskoka Elite Cheer & Tumbling is a nut-free program. Products containing nuts are not allowed at Muskoka Elite Cheer & Tumbling.
26. Siblings of athletes not participating in our programs must remain in the foyer area with a parent/guardian at all times.
27. Muskoka Elite Cheer and Tumbling is not responsible for any personal items lost or stolen.

# APPENDICIES

## E. CODE OF CONDUCT

1. Membership at Muskoka Elite Cheer and Tumbling is not a right. It is a privilege.
2. Athletes & parents must be aware of the responsibilities and commitments they are making to their team. Failure to maintain these commitments could constitute grounds for dismissal of an individual athlete or family.
3. Athletes are to cooperate and be helpful to the coach or person in charge.
4. Athlete behaviour reflects directly on Muskoka Elite Cheer and Tumbling. Athletes are expected to model integrity, respect and positivity at all times.
5. Athletes must work hard, take directions, and strive for excellence.
7. Athletes will maintain a proper, wholesome appearance with no extremes in apparel, hair, make-up, piercing or tattoos. During competition season, only natural hair colours are appropriate for competitions.
8. Athletes will be on time to all activities. Regular tardiness and or absences will be grounds for disciplinary action.
9. Athletes will come prepared to all activities (proper attire, hair, shoes etc.)
10. Athletes will do everything in their power to achieve personal and team goals.
11. Continual failure to use practice time effectively is grounds for disciplinary action or dismissal.
12. When absent, the athlete and parent are responsible for finding out any missed information or routine changes.
13. Athletes who are injured or are not feeling well should still attend practice (within reason). Sick or injured athletes will not be required to participate but will watch for any changes that directly affect them. See Appendix B for Muskoka Elite's attendance policy.
14. If an athlete is too ill to attend practice (contagious, fever, throwing up) the coach should be notified in advance of practice.
15. Proper conduct is expected at all time from parents, athletes, coaches and staff. Profanity and disrespect will not be tolerated.
16. Parents are not to disturb athletes or staff during training time.
17. Parents are welcome to meet with their coach at the end of practices or by appointment.
18. Athletes should take a positive approach to nutrition and other health related matters, treating their bodies with respect.
19. Athletes taking any prescribed medication are encouraged to inform their coach.
20. Smoking is not permitted inside Muskoka Elite Cheer and Tumbling, within its property boundaries, while representing Muskoka Elite at an event, or while wearing Muskoka Elite apparel. This includes cigarettes, e-cigarettes, and vaping.
21. Drugs and alcohol are strictly prohibited. Any athlete contravening this rule may be immediately removed from their team and the gym. Anyone appearing to be "under the influence" of any narcotics may be subject to disciplinary action including dismissal.
22. Athletes must maintain academic success as part of their lifestyle and should not let cheer negatively impact their school work or visa versa. Athletes are asked and required to balance their cheer commitments with their school commitments in a way that upholds both.
23. All members must avoid behaviour which negatively affects learning, performance or the safety of others.
24. Abusive behaviour, lying, or any negative speech or behaviour, in person, in private or on social media is unacceptable.
25. Social media content should always embody integrity, respect and positivity. Any negative speech or behaviour towards Muskoka Elite Cheer and Tumbling, its members, staff, opponents, or families via social media, including Facebook, Twitter, Instagram, Snap Chat, chat boards, or any or any other social platform, may result in disciplinary action. In addition, athletes must not post any compromising photos of themselves, other athletes, or coaches on any internet sites or social media. Members will refrain from sharing content that depicts cheerleading in a negative fashion, including but not limited to "cheer fail" videos, footage of unsafe stunting, or cheer-related injuries. Athletes and families are encouraged to share their memories and experiences at Muskoka Elite in a manner that is positive, uplifting and meaningful.
26. All athletes must arrive to competitions on time and in proper attire.
27. At competitions, athletes must arrive at their designated arrival time and stay with their team until the conclusion of awards. Athletes must remain with their team and coach for this entire time unless otherwise instructed by their coach or by gym management.
28. Conflicts should be resolved with management directly and privately. Written complaints can be sent to [info@muskokaelite.com](mailto:info@muskokaelite.com) or may be brought forward in person. Gym management is always happy to hear, consider, and address any challenges our families bring forward.

## F. CROSSOVER POLICY

Athletes are permitted and encouraged to train on more than one team at Muskoka Elite Cheer and Tumbling. This can be an excellent way to increase your skill level as crossovers train for twice the amount of time. There are several conditions that need to be met prior to committing to multiple teams:

1. Complete commitment to both/all teams is required without exception. This includes all practices, competitions camps and travel.
  2. Families must recognize the financial commitment involved in joining multiple teams.
  3. Families accounts must be in good standing and must remain as such through the course of the season.
- Crossovers receive a 40% discount on all program fees. Discounts will apply to the less-expensive team. There is no discount on travel. If you would like to be a crossover please speak with gym management.