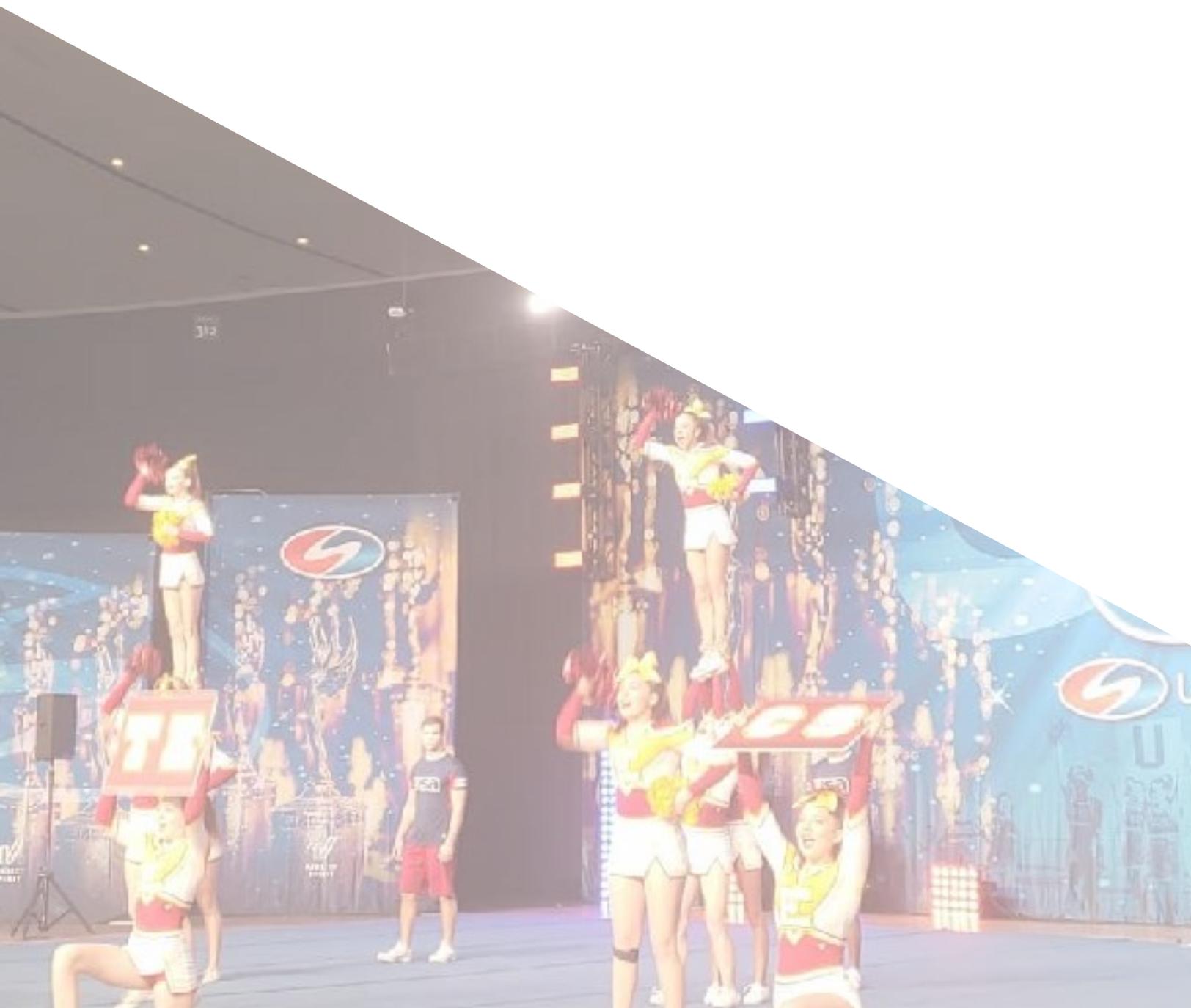


ESPERANZA HS CHEERLEADING OFFICIAL HANDBOOK

REVISED APRIL 2019



Esperanza High School ATHLETIC CODE OF CONDUCT

The goal of athletic participation is to provide a rewarding co-curricular experience for all students. All participants must commit to exemplary conduct and behavior as a representative of the school, district, and community.

Participants in Placentia-Yorba Linda Unified School District Athletics, agree to the following:

1. To recognize that athletes involved in activities that reflect negatively upon themselves, the team, or the school are subject to suspension from athletics.
2. To understand that hazing is defined as any act of forcibly involving fellow students in inappropriate, demeaning, or potentially dangerous acts (as in an initiation rite). Hazing is a form of intentional harassment and is considered a serious violation of our Code of Conduct.
3. To meet the minimum academic requirements established by the Board of Trustees of the Placentia-Yorba Linda Unified School District and California Interscholastic Federation (CIF) for eligibility.
4. To recognize that suspension for offenses to Education Code 48900 will result in competition ineligibility during the time of suspension.
5. To recognize that sport specific standards of behavior and appropriate consequences may be set by the head coach of each individual sport.
6. To recognize that a student/athlete who has unlawfully possessed, used, offered to sell, sold, or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or an intoxicant of any kind, including androgenic/anabolic steroids, or unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, while on school grounds, during school, or during or while going to, coming from or attending a school-sponsored event, while going to or coming from school, during the lunch period whether on or off school grounds, shall receive the consequences listed below, in addition to discipline imposed under the District's student disciplinary policies.
 - First Offense: *6 week suspension from the first official athletic contest (includes scrimmages). Suspended athletes may participate in their designated athletic period only for the duration of the suspension
 - Second Offense: Suspended from athletics for one calendar year, regardless of the incident
 - Third Offense: Lifetime suspension from the athletic program, regardless of the incident

Any offense occurring outside the student's athletic season, including summer, will result in the suspension being applied to the next sport he/she participates in. Any offense occurring during the student's athletic season, may result in suspension for the balance of the season. Any time left on the suspension will be applied to the student's next season of sport.

To recognize a student/athlete involved in any activity during the time school is not in session, which results in a conviction, may receive consequences such as those listed in (6) above. If a suspended athlete so chooses, he/she may have his/her suspension reviewed, and have the time of the suspension cut in half upon enrollment and completion of an acceptable substance abuse counseling program. Any athletic suspension may be subject to a review by the principal, athletic director, head coach and/or coaches' council.

ESPERANZA HIGH SCHOOL CHEERLEADING

PHILOSOPHY & CODE of CONDUCT

The primary purpose of the Esperanza Cheerleading program is to generate spirit, aztec pride, and leadership through support, performance, and personal conduct. The conduct of the EHS cheerleaders is closely observed by many and it is important that members conduct themselves in a manner above reproach.

Cheer squad members are subject to all rules and regulations of Esperanza High School and the Placentia Yorba Linda Unified School District. Furthermore, the EHS squad members are ambassadors of the school and will be expected to display appropriate conduct at all practices, games, events, and competitions on and off campus. The Head Coach retains the authority to suspend or dismiss any member from the team who fail to meet the following standards of the conduct listed in this handbook.

TABLE OF CONTENTS

SECTION 1: GENERAL INFORMATION.....	2
1. COMMITMENT	
2. ELIGIBILITY	
3. TRANSPORTATION	
4. INJURY/ILLNESS	
5. VARSITY LETTER	
6. SENIOR SCHOLARSHIP AWARD	
7. SOCIAL MEDIA POLICY	
SECTION 2: SIDELINE CHEER.....	3
1. TEAM(S) SELECTION	
2. CO-CAPTAIN(S) SELECTION	
3. PRACTICE	
4. CAMP	
5. GAMES	
6. EVENTS	
SECTION 3: TRADITIONAL CHEER.....	5
1. TEAM(S) SELECTION	
2. DIVISON(S) SELECTION	
3. PRACTICE	
4. CHOREOGRAPHY	
5. REGIONAL BID EVENT COMPETITION(S)	
6. NATIONAL COMPETITION(S)	
7. EVENT CONDUCT	
SECTION 4: IMAGE POLICY.....	7
1. UNIFORM	
A. PRACTICE	
B. CAMPS	
C. GAMES, EVENTS, COMPETITIONS	
2. HAIR	
A. PRACTICE	
B. CAMPS/CLINICS	
C. GAME DAY	
D. COMPETITON	
E. NON-PERFORMANCE EVENTS	
F. SCHOOL PERFORMANCE	
3. NAILS	
4. MAKE-UP	
5. JEWELRY	
6. IMAGE POLICY VIOLATIONS	
SECTION 5: FUNDRAISING.....	8
1. PROGRAM FUNDRAISING	
2. INDIVIDUAL FUNDRAISING	
SECTION 6: COMMUNICATION.....	8
1. EMAIL	
2. BAND APP	
3. PEP TALK	
4. SHUTTERFLY	

5. REMIND 101	
6. NON-MEMBER POLICY	
SECTION 7: GRADING POLICY.....	9
1. CHEER CLASS CREDIT	
2. TARDINESS	
3. ABSENCES	
4. PERMISSION/EARLY DISMISSAL FORMS	
5. EXTRA CREDIT	
SECTION 8: DISIPLINARY ACTION.....	10
1. OTHER INFRACTIONS	
2. SUSPENSIONS	
3. REMOVAL FROM THE PROGRAM	
IMAGE POLICY VISUAL CLARIFICATION	12

SECTION 1: GENERAL INFORMATION

1. COMMITMENT

- A. A cheer season is a YEAR long commitment and one must dedicate their time for the length of the season. A cheer season is defined as the day team selections are released through the next year's team selection.
- B. The cheer program takes precedence over everything. This includes but not limited to school clubs, school activities, band, choir, other sports, outside activities, etc.
- C. Members trying out for the EHS Cheer Program are required to participate in both sideline and traditional (competition) team(s).

2. ELIGIBILITY

- A. All members must maintain a cumulative GPA of 2.0 for eligibility. If a member falls below a 2.0, they will be placed on academic probation for the following term.
- B. All members who fall below the 2.0 GPA requirement are not permitted to wear the official EHS game day or competition uniform.
- C. Ineligible members are still able to practice, attend fundraising activities, attend camp, etc.
- D. A ineligible member can become eligible throughout the season. As soon as the member becomes eligible again, they can immediately start wearing the official EHS uniform.
- E. While on academic probation, the member must still fulfill their commitment by attending all games, events, practices, fundraising opportunities, rallies, etc.
- F. If a member quits or is removed from the cheer program, they are not eligible to try-out until the next full cheer season has completed. **EXAMPLE:** A 2019-2020 member decides the program is no longer for them and decides to quit after the completion of the fall 2019 term. The member is not eligible to try-out until the 2021-2022 cheer season. **EXCEPTION:** If a cheerleader has to quits due to a serious injury, they are eligible to try-out for the immediate cheer season. A doctor's note is required.
- G. A member is not held to Section 1, Item 2B if they quit before the start of the cheer program's summer cheer camp.

3. TRANSPORTION

- A. Transportation is defined as the way a member gets to games, events, competitions, etc. This includes but not limited to buses, private vehicle, airplane, train, etc.
- B. In the event transportation is needed, a parent-signed permission slip will be required. If a member fails to do that, Section 8, Item 2 will take effect.
- C. If a non-private form of transportation is required, all payment requirements will be discussed in full as this is not a free service for members of the team or coaching staff.

4. INJURY/ILLNESS

- A. If a member has missed or is unable to participate in any cheer commitments due to an injury or illness, a physician's note is required. A member cannot return to participation until a new physician's note is received allowing them to return. All physician notes must have the following information on it in order for it to be accepted:
 - On official letter head;
 - Physician's Name, phone number and/or email;
 - Date of the note;
 - Date the athlete was seen;
 - Information specific to the injury/illness;
 - Any specific instructions or restrictions;
 - Date the member can return to participation; and
 - Physician's signature
- B. If an athlete is not in attendance at school; they are not allowed to participate in any games, practices, events, rallies, competitions, etc. for that day. **EXCEPTION:** If the absence is pre-approved more than 48 hours in advance, the member will be able to participate that same day if approved by the Head Cheer Coach.

5. VARSITY LETTER

- A. One must be a current and active member of the cheer program to receive a Varsity Letter.
- B. A member must complete no less than 90% of all varsity commitments, excluding all competition to be eligible.
- C. A member's grade must be at least an "A" in the cheer class to be eligible.
- D. A member must not have any major disciplinary actions against them during the cheer season in which they are receiving the varsity letter.
- E. A member will receive their varsity letter at the end of the cheer season.

6. SENIOR SCHOLARSHIP REWARD

- A. A senior scholarship will be awarded if approved by the Head Coach and EHS Cheer Booster Club leadership.
- B. Seniors are eligible to apply if they are current members of the cheer program, have no disciplinary actions taken against them during their senior year, is academically eligible per Section 1 item 2 of the cheer handbook and have a zero cheer account balance.
- C. Up to ONE scholarship will be awarded each cheer season.
- D. If award, the scholarship must be used for education expenses at a 4-year college or university. **EXCEPTION:** If the member receives a full academic scholarship, the cheer program award may go towards room and board at the 4-year college or university they have committed to.
- E. The athlete must prove college/university commitment by a letter on official letterhead by the college or university of their choice.

7. SOCIAL MEDIA POLICY

- A. Members may not post or be in posts, photos, updates, etc. that contain content that may be considered offensive to those viewing it. This includes but not limited to racism, sexual content, hate towards a specific group, inappropriate language, threats, and violence.
- B. Members found participating in any type of cyberbully will be immediately removed from the cheer program and reported to school officials for further disciplinary action.
- C. Photos that contain images of non-members wearing official EHS cheer gear will be subject to Section 8 of the handbook.
- D. All members must set their social media accounts to the "approve posts" setting at the time of making the program.

SECTION 2: SIDELINE CHEER

1. TEAM(S) SELECTION

- A. All current and future members are required to try-out each year if eligible. See Section 1 Item 2.
- B. Members are placed on a team based on skill level, stunting position, motion technique, team numbers, etc. **EXCEPTION:** Incoming freshman will only be allowed to be placed on a non-varsity team.
- C. Participants are eligible to make one of two teams at the discretion of the Head Coach. **EXCEPTION:** Incoming freshman will only be allowed to be placed on a non-varsity team.
- D. All participants will be required to attend a mandatory informational meeting, mandatory two-day clinics, and a mandatory try-out.
- E. The selection of the team(s) will be based on judging panel evaluation sheets, judge recommendations, and EHS cheer coaching staff. The final decision will be made by the Head Coach.
- F. All try-out clinics and evaluations are closed to the public.
- G. New season try-out dates will be released the first Monday of March of each year.
- H. If an athlete is unable to try-out due to approved reasons; the athlete has two different options. One, the athlete has the option to be filmed prior to the tryout date using that year's tryout material, or two, be evaluated at a later date with new material.

2. SELECTION OF TEAM CO-CAPTAINS

- A. If the Head Coach decides to have Captains and Co-Captains for that season, it will be announced at the mandatory try-out informational meeting.
- B. An application will be due on the first practice in June. A peer voting session will be held the week before the first day of school. Selection will be based on both peer and coaching staff votes.
- C. The two with the most votes will be named co-captains.
- D. All candidates must be academically eligible going into summer in order to apply. See Section 1 Item 2 for eligibility.
- E. The role of the Co-Captain(s) is to be the coaching staff's right-hand person (s). A list of expectations will be given to those that apply. The Head Coach has the right to remove a member from a Co-Captain position if that member is not meeting the expectations set forth by the Head Coach.
- F. If Co-Captains are not selected, individuals will be selected to lead each game. All members of a team will lead at some point of the cheer season.

3. PRACTICE

- A. A practice is defined as any activity organized and/or directed by any member of the coaching staff in which either (a) appropriate equipment is used or (b) instruction and or evaluation of the member takes place.
- B. Practice times and dates will be released during the try-out informational meeting each year. This includes both summer and upcoming school year.
- C. Each summer there will be a 3-week summer break and no practice may occur during that time. These dates will be released at the try-out informational meeting each year.
- D. No practice will be held during district scheduled breaks. This includes but not limited to winter break, spring break, Thanksgiving break, etc.
- E. No practice will be held the week of finals.
- F. Practice will be held in a variety of places not limited to the EHS main gym, EHS practice gym, outside court, football field, etc.
- G. No practice may occur on any Sunday during the cheer season. **EXCEPTION:** Sunday practice may occur outside of the EHS normal academic school year.
- H. All practices are mandatory. A 14-day non-text written notice is required if a member will be missing a practice. It is up to the Head Coach if a missed practice is considered excused or not.
- I. Practice appearance-please see Section 4 Item 1A, 2A, 3, 4 and 5.
- J. Practices are closed to ALL non-members.

4. SUMMER CHEER CAMP

- A. Each summer the cheer program will attend a camp to learn stunting and jump skills, form stunt groups, learn cheer season material, and bond as a team.
- B. Camp location may require a member to stay over night(s).
- C. Camp type may change from year to year. The Head Coach has final say on camp location, type, company, etc.
- D. Camp dates, time, and location will be announced each year at the mandatory try-out informational meeting.
- E. Members who do not attend camp will not be placed in stunts, formations, dances, etc. at a later date that involves material taught at the camp.
- F. Transportation-please see Section 1 Item 3.
- G. Camp appearance-please see Section 4 Item 1B, 2B, 3, 4, and 5.

5. GAMES

- A. Junior Varsity will perform at all Junior Varsity home football and Varsity women's basketball home games. All games are mandatory.
- B. Varsity will perform at ALL Varsity football games and home Varsity men's basketball games. All games are mandatory.
- C. In the event a sports team makes post-season, cheer teams will be required to attend those games. These dates and times will be announced as soon as they are released. Postseason times and dates can be released a week before or even the day before by CIF.
- D. Outside of the normal games, teams may be selected to cheer at other sport games or matches at the discretion of the Head Coach.

- E. Cheer lines will be based on stunt position and not seniority. Audience front line will consist of Main Bases and Top Girls. Field front line will consist of Side Bases and Back Spots. In the chance the team has Front Spots or extras, they will be placed on the outside of each line. Line placements will only be adjust if Section 2 Item 2 occurs. If Section 2 Item 2F occurs, lines and spots will stay the same, but location of these will be adjusted.
- F. Missing the practice before a game will result in the member being benched for that game(s) of that week. The member must still attend the required game(s).
- G. During a game, a member is not allowed to socialize on and off the performance surface, eat or chew gum while the game clock is running, behavior in a way that goes against the EHS Cheerleading Philosophy and Code of Conduct, etc.
- H. Every missed skill will result in one point deduction per mistake. This includes but is not limited to missed motions, missed dance skills, falling on tumbling skills, stunt falls, shut mistakes, etc.
- I. Transportation-please see Section 1 Item 3.
- J. Game appearance-please see Section 4 Item 1C, 2C, 3, 4, and 5.

6. EVENTS

- A. An event is defined as a performance or appearance that occurs outside of a game setting.
- B. All events are mandatory.
- C. If a member misses any practices 14 days before an event, that member will be benched from that event, but must still be in attendance at all events are mandatory.
- D. During an event, a member is not allowed to socialize outside of limitations of the event, eat or chew gum unless directed otherwise, behavior in a way that goes against the EHS Cheerleading Philosophy and Code of Conduct, etc.
- E. All events will be communicated in a timely matter. Note that sometimes things do change last minute.
- F. Transportation-please see Section 1 Item 3.
- G. Event appearance-please see Section 4 Item 1C, 2E, 3, 4, 5.

SECTION 3: TRADITIONAL CHEER

1. TEAM(S) SELECTION

- A. The first practice after the 3-week summer break, an evaluation will be conducted to select the traditional cheer team(s).
- B. A member can be placed on a team outside of their sideline team. **EXCEPTION:** Freshman will not be placed on a higher team.
- C. Members are placed on a team based on skill level, stunting position, and division chosen by the Head Coach. **EXCEPTION:** Freshman will not be placed on a higher team.
- D. The Head Coach has final say in all team(s) placements.
- E. The number of teams is up to the Head Coach.
- F. All members are required to be on a traditional team per Section 1, Item 1C.

2. DIVISION(S) SELECTION

- A. Competition division(s) will be based on team skill and a 50% plus 1 requirement.
- B. The Head Coach has final say in which division(s) the program competes in.
- C. Divisions are not permanent. The Head Coach has the right to change divisions at any point of the season. This will be based on skill level, execution of the routine, and commitment by all members.

3. PRACTICE

- A. A practice is defined as any activity organized and/or directed by any member of the coaching staff in which either (a) appropriate equipment is used or (b) instruction and or evaluation of the member takes place.
- B. Practice times and dates will be released during the try-out informational meeting each year. This includes both summer and upcoming school year.
- C. Each summer there will be a 3-week summer break and no practice may occur during that time. These dates will be released at the try-out informational meeting each year.
- D. No practice will be held during district scheduled breaks. This includes but not limited to winter break, spring break, Thanksgiving break, etc.

- E. No practice will be held the week of finals.
- F. Practice will be held in a variety of places not limited to the EHS main gym, EHS practice gym, outside court, football field, etc.
- G. No practice may occur on any Sunday during the cheer season. **EXCEPTION:** Sunday practice may occur outside of the EHS normal academic school year.
- H. All practices are mandatory. A 14-day non-text written notice is required if a member will be missing a practice. It is up to the Head Coach if a missed practice is considered excused or not.
- I. Practice appearance-please see Section 4 Item 1A, 2A, 3, 4 and 5.
- J. Practices are closed to ALL non-members.

4. CHOREOGRAPHY

- A. Teams(s) will go through a two-day choreography camp at the end of July/beginning of August each summer.
- B. Choreography dates are mandatory. A missed date will result in a member being eliminated from a section(s) in the routine.
- C. Dates, times, and location of choreography will be announced at the mandatory try out informational meeting at the beginning of each season.
- D. Choreography will not be taught by a member of the EHS coaching staff. Routine placements are decided by the choreographer only. **EXCEPTION:** If a section needs to be revised because of an injury or loss of a member, the Head Coach will make the necessary changes and will base those changes on routine flow, ability to hit the section skill, and what is best for the routine.
- E. Transportation-please see Section 1 Item 3
- F. Choreography appearance-please see Section 4 Item 1 B, 2B, 3, 4, and 5.

5. REGIONAL BID EVENTS AND ALL OTHER COMPETITIONS

- A. Bid events are required in order for a team to advance to a final competition. These bid events may be awarded at camp or a competition through the cheer season.
- B. Dates, times and locations will be announced September 1st of each cheer season.
- C. A team(s) will compete in 3-4 bid events each cheer season based on event company.
- D. Other non-bid competitions may be added at the discretion of the Head Coach.
- E. Transportation-please see Section 1 Item 3.
- F. Competition appearance-please see Section 4 Item 1C, 2D, 3, 4, and 5.

6. NATIONAL COMPETITION(S)

- A. A national championship may occur out-of-state or in state.
- B. Dates and location of the national championship(s) will be announced at the mandatory try-out informational meeting held at the beginning of each cheer season.
- C. A team(s) may compete at one or more national championships in a given cheer season. **EXCEPTION:** A team(s) will never compete at UCA and NCA in the same season per Varsity Spirit Bylaws.
- D. The Head Coach has final say in which national championship(s) the team(s) compete at.
- E. Transportation-please see Section 1 Item 3.
- F. Competition appearance-please see Section 4 Item 1C, 2D, 3, 4, and 5.

7. EVENT CONDUCT

- A. All members must follow the rules under the EHS Philosophy and Conduct Code during the duration of all events. This includes non-event hours during overnight required events.
- B. Non-members are prohibited to attend warm-up sessions both before and during the event.
- C. Non-members are prohibited to sit with coaching staff during a team(s) performance. Non-members must remain in the seating section provided by the event company.
- D. Non-members must not cause a distraction or scene during an event. Any behavioral issues will result in a non-member not being able to attend future events.

SECTION 4: IMAGE POLICY

1. UNIFORM

- A. A uniform is defined as official EHS cheer gear. Items include a shell, skirt, and liner for both the game day and competition uniform, bow, socks, cheer shoes, practice tops, practice shorts, cheer t-shirts/tank tops, etc.
- B. Practice-Members are required to wear athletic wear with an official EHS practice bow. This includes but not limited to t-shirts, tank tops, shorts, form-fitting leggings, cheer shoes, appropriate sports bras, etc. Street clothing is prohibited. Official EHS practice wear will be required for specific practices and will be communicated by the coaching staff.
- C. Camps-Members are required to wear official EHS cheer program practice wear, bow and cheer shoes.
- D. Games, events, rallies and competitions-Members are required to wear the official cheer program uniform top, skirt, liner, bow, and shoe.
- E. All uniform items must be kept clean, functioning and presentable at all times.
- F. Members are prohibited to lending out any official uniform pieces to non-members for any reason.
- G. Members are prohibited to wearing any official uniform pieces in public outside of any required camps, clinics, games, events, rallies, school and practice.

2. HAIR

- A. Practice-Member's hair must be pulled back in a high ponytail with an approved practice bow on top of the head facing to the front. **EXCEPTION:** Males hair must just be out their face.
- B. Camps and clinics-Member's hair must be pulled back into a high ponytail with an approved practice cheer bow on top of the head facing to the front. **EXCEPTION:** Males hair must just be out their face.
- C. Game Day-Junior Varsity member's hair must be pulled back into a high ponytail with the required game day cheer bow on top of the head facing towards the front with a rubber hair tie. Varsity member's hair must be half up half down with the required game day cheer bow on top of the head facing towards the front with a rubber hair tie. **EXCEPTION:** Males must have their hair out their face and have some type of hair product in it. **EXCEPTION:** Senior cheer members will have say in game day hair for varsity members during ALL senior night games and homecoming game.
- D. Competitions-All member's hair must be pulled back into a high ponytail, curled with the required competition cheer bow on top of the head facing towards the front with a rubber hair tie. **EXCEPTION:** Males must have their hair out their face and have some type of hair product in it.
- E. Non-Performance-All member's hair have two thick braids connecting in the back in a low ponytail with the required bow. **EXCEPTION:** Males must have their hair out their face and have some type of hair product in it.
- F. School Performance-Member's hair must be pulled back in a high ponytail with the game day bow on top of the head facing towards the front. **EXCEPTION:** Males hair must just be out their face.

3. NAILS

- A. Member's nails must be kept at an athletic cut for the entire cheer season. **EXCEPTION:** Members are allowed to have the nail of choice for any school dance only. This means any games, practices, events, etc. around those dances still require an athletic cut.
- B. Member's nails must be natural or have a light gloss to them. **EXCEPTION:** Members are allowed to have the nail color of their choice for any school dance only. This means any games, practices, events, etc. around those dances still require a natural or lightly glossed nail.
- C. Members nails must be natural, have a clear coat or very light pink color.

4. MAKE-UP

- A. Non-competition make-up will be natural with a cardinal red lip. Glitter, excessive highlighter and excessive blush and eye shadow is prohibited.

EXCEPTION: Males must have a natural looking face. **EXCEPTION:** Make-up is not required for practices unless communicated by the Head Coach.

- B. Eyelashes must be kept at a non-distracting length.
- C. Competition make-up is up to the Head Coach each year.

5. JEWELRY

- A. Jewelry is prohibited during all practices, games, events, competitions, performances, etc. Random jewelry checks will be conducted by a female coaching staff member. **EXCEPTION:** Medical jewelry will be allowed and must be taped down with the word "Medical" written on the tape in case of emergencies.

6. IMAGE POLICY VIOLATIONS

- A. Members who violate any of the above rules are subject to point deductions. Violations will occur at the start time for all practices, events, games, warm-ups, competitions, rallies, fundraisers, etc.
- B. A member will lose 3 points for violations that include practice and camps.
- C. A member will lose 5 points for violations that include games, competitions and events.

SECTION 5: FUNDRAISING

1. PROGRAM FUNDRAISING

- A. All program fundraising efforts are mandatory, and all members must participate. All program fundraising events will be announced in a timely manner with a deadline for completion.
- B. All program fundraising will be controlled by the EHS Cheer Booster Club Board.
- C. Non-members will be asked to help with fundraising efforts, and participation is encouraged for the success of the program.

2. INDIVIDUAL FUNDRAISING

- A. Individual members have the right to fundraise for their own personal cheer account. These fundraisers need to be legal and cannot interfere with program fundraising efforts or events. If an individual is found doing illegal fundraising, that member will be immediately removed from the EHS cheer program and reported to school officials for further action.
- B. The EHS Cheer Booster Club will have fundraising opportunities for individuals to add money to their individual cheer accounts.
- C. A \$25 sponsorship fee will be taken out of every sponsorship donation for a sponsor gift.
- C. All remaining sponsorship monies will go directly to the member's cheer account.

SECTION 6: COMMUNICATION

1. EMAIL

- A. The official EHS cheer email is esperanzahscheer@gmail.com. This is the only email used for communication regarding the program.
- B. All email communication will be responded to within 48 hours by a member of the EHS coaching staff. If the matter requires more research or time, the returning email will give full updates regarding status and timeline of the situation.
- C. All urgent emails will be responded to first, if the Head Coach decides the matter is in fact an urgent matter.

2. BAND APP

- A. This app must be downloaded by all members and appropriate non-members at the time of making a team. Directions will be sent out on how to access each Band group.
- B. This app will be used as the official communication for the program.
- C. There will be three groups; Junior Varsity, Varsity, and Parents. Only team members of each group will be apart of their group.
- D. Schedules, updates, and all communication will be in each group. There is a public chat thread, as well as private ones. This is also the easiest place to ask a question to coaches.
- E. Emergencies can be posted in a direct message to the coaching staff.

- F. Any and all non-related cheer communication will be deleted. Members and non-members will be removed from their group if they continue to violate the cheer communication only rule of the app.

3. PEP TALK

- A. Each Sunday an email with that week's schedule of games, practice, events, etc. will be emailed out to both non-members and members.
- B. If changes are made after that initial email, an update email will be sent out.

4. SHUTTERFLY

- A. This set will be another source for cheer updates, media, and any and all EHS cheer information.
- B. This site will email out a calendar reminder 24 hours prior to the event, game, practice, etc.
- C. Once placed on a team, all members and appropriate non-members will receive an email inviting them to the site, once signed up, all we the ability to access the EHS private site.
- D. All members and appropriate non-members need to download the Shutterfly Share Sites App, so notifications can be received via mobile phone.
- E. This a private site and only those signed up can access and view contents of the page. This is not open to the public.

5. REMIND 101

- A. This will be used to send out short reminder text in the event last minute changes occur or quick information needs to be released.
- B. This is a send only source, members and non-members will not be able to respond back. Sender's number will not be displayed.
- C. To sign up, text 81010. For members text message @c3239d and non-members yet @chd9c88.

6. NON-MEMBER POLICY

- A. A non-member is defined as any one person that is outside of the program. Non-members did not try-out nor were selected to be apart of a team in the program. These people are but not limited to parents, guardians, boyfriends, girlfriends, friends, aunt, uncle, etc.
- B. Non-members are prohibited to speaking with any member of the EHS coaching staff in person before, during and after all practices, games, events, competitions, etc. for anything more than a hello or quick question regarding the current situation happening at that time.
- C. All in-person communication that involves a concern or is serious in nature must be scheduled through the Head Coach. These requests must be made in writing through something other than a text message, and have available dates and times listed for which you are available to meet. Times can range from morning, afternoon and early evenings. Location of the in-person meeting can be held at Esperanza HS or local businesses. House meetings are strictly prohibited. If requested, other members of the coaching staff and school officials are welcome to join.
- D. Non-members are prohibited to talking to school officials without first talking to the Head Coach.
- E. Communication between the EHS coaching staff and non-members is subject to being recorded either in either a written or electronic way.

SECTION 7: GRADING POLICY

1. CHEER PE CREDIT

- A. Each member will receive PE credit for being an active member of the program.
- B. Grades will be based on the policy in which Esperanza High School has set forth. All members will start with 100 points, and their final grade will be based on their commitment to the cheer program and all the rules that come with that commitment.
- C. Any member that receives a failing grade will be dropped from the class and must enroll in the 6th period PE class.
- D. If a member leaves or is removed from the cheer program, they must register for a PE class in order to receive PE credit.

2. TARDINESS

- A. Tardiness is defined as not being fully dressed and in the location in sight of the coaching staff of a practice, event, game, competition, etc. at the time designated by the Head Coach.
- B. Leaving a practice, game, event, etc. early will be considered a tardy deduction.
- C. A member will lose 3 points for tardiness that involves practices and camps.
- D. A member will lose 5 points for tardiness that involves games, competitions and events.

3. ABSENCES

- A. An absence is defined as not being present at any point of a practice, game, competition, event, etc.
- B. For an absence to be considered excused, a non-text written note must be presented to the Head Coach 14 days prior to the date in which the member will be missing. **EXCEPTION:** Less than 14 days notice will be evaluated on a case by case bases and only extreme situations will be addressed.
- C. Members that fall ill or are injured and miss 2 or more practices, games, events, competitions, etc. must present a physician's note in order to return to normal cheer activities. Physician note requirements are found in Section 1, Item 4 of the handbook.
- D. An absence is considered unexcused if the Head Coach was not notified within 14 days of the known absences, the Head Coach did not approve the absence notification and/or the notification was sent in some other way than a non-text written note. **EXCEPTION:** Less than 14 days notice will be evaluated on a case by case bases and only extreme situations will be addressed.
- E. An absence will always be considered unexcused if it involves employment, non threatening illness, study sessions, non-emergency family situations, school activities, etc.
- F. A member will lose 5 points for an unexcused absence to practice and camps.
- G. A member will lose 11 points for unexcused absences to games, competitions, events, etc.

4. PERMISSION/EARLY DISMISSAL FORMS

- A. A permission form or early dismissal form will be required if a member needs to leave school early or miss a full day school due to cheer commitments.
- B. All forms will be released by the Head Coach and will have a specific date in which the form must be completed and turned in.
- C. Those who do not have a completed form turned in by the event date will not be allowed to participate and will be given an unexcused absent as set fourth in Section 7, item 2D and 2G.
- D. For every day the form is not turned in passed the due date, the member will lose 1 point to their grade.
- E. All performances that occur during school hours at EHS and require a member to leave class early will be set by the Director of Activities. Release time, meeting area, performance order, etc is up to the Director of Activities and no member of the EHS coaching staff can change and information released by the D of A.

5. EXTRA CREDIT OPPORTUNITIES

- A. Extra credit opportunities are only available at the discretion of the Head Coach.
- B. A member can earn up to 3 points max per extra credit opportunity.
- C. If offered, a member can only earn up to 6 points max in extra credit points.
- D. Extra credit will not be used to cover unexcused absences, violations of any sort or suspensions/dismissals from the cheer program.

SECTION 8: DISIPLINARY ACTION

1. OTHER INFRACTIONS

- A. Members that violate any part of the EHS Philosophy and Code of Conduct, Athletic Code, and/or Esperanza High School Policy, are subject to point(s) deduction at the discretion of the Head Coach. All violation reviews will be on a case by case bases.

2. SUSPENSIONS

- A. Members with excessive absences; both excused and unexcused are subject to being suspended from the program.

- B. Members with excessive tardiness are subject to being suspended from the program.
- C. Inappropriate conduct while in official EHS cheer gear, or representing Esperanza High School, and/or the Placentia Yorba Linda Unified School District are subject to being suspended from the program.
- D. Members that constantly violate the image policy are subject to being suspended from the program.
- E. Members that constantly fail to follow the rules set by the Esperanza cheer program, the EHS cheer handbook, Esperanza High School and/or the Placentia Yorba Linda Unified School District are subject to be suspended from the program.
- F. The length of a suspension is up to the discretion of the Head Coach. All suspension reviews are on a case by case bases.
- G. Point deductions are based on the length of the suspension and is up to the Head Coach to decide.
- H. Members that behave in an inappropriate way both in and out of official EHS cheer gear are subject to being suspended. This includes, but not limited to a public display of affection while in uniform or on cheer time, disrespecting members of the cheer program, non-members of any sort, school officials, other cheer/sports programs, EHS coach staff, etc.

3. REMOVAL FROM THE PROGRAM

- A. When a member is removed from the team; a meeting will be set up with the member's parents/guardians, Athletic Director and Head Coach. The Principal will be brought in during extreme situations.
- B. In no way will a removal be a surprise to any party involved.
- C. Violation of a suspension will be subject to a member being removed from the program.
- D. A member who continues to fail to be eligible is subject to being removed from the program.
- E. If a member is suspended by Esperanza High School, they are subject to being removed from the cheer program.
- F. A member that continues to get suspended from the program is subject to being removed from the cheer program.
- G. The Head Coach, Athletic Director(s), Principal, Vice Principal(s) all have the right to remove any member from the cheer program.
- H. If a member is removed they must meet Section 1, Item 2B of the cheer handbook in order to become a member again.

EHS HAIR REQUIREMENTS



COMPETITION



VARSITY GAME DAY



**JV GAME DAY/ PRACTICE/
SCHOOL PERFORMANCE/
CAMP**



NON-PERFORMANCE

EHS MAKE-UP REQUIREMENTS



Non-Competition

Competition make-up will be determined by the Head Coach each season. Details will be released before the first competition.

EHS NAIL REQUIREMENTS



Natural colors and athletic cut

2019 – 2020 Esperanza High School Cheer Squad Contract

1. I have read and will abide by all of the rules in the Cheer Squad Philosophy and Code.
2. I have read and will abide by the Athlete and the Parent/Guardian Responsibilities *(Whichever is applicable.)*
3. I have read and will abide by the Game Conduct Guidelines.
4. I have read and will abide by the Events Conduct Guidelines.
5. I have read and agree to the Cheer Squad Grading Policy.
6. I have read and will abide by all of the rules and regulations discussed in the Cheer Squad Handbook.
7. I will abide by all school and school district rules and regulations.
8. I will abide by all of the rules and regulations set by EHS teachers, EHS administrators, and Cheer Squad coaches.
9. I will register in the P.E. Pepsters 6th class and will meet all obligations asked of me throughout the Cheer Squad season.
10. I will not possess or use/consume tobacco, alcohol, or drugs at any event or in uniform.
11. I understand that all cheer practices and events are mandatory, and that I must be on-time to all practices and events. *(See Grading Policy for consequences.)*
12. I understand that if there is assigned transportation for an event, I must ride to and from the event using that assigned transportation.
13. My uniforms and practice clothes will be kept clean and neat at all times.
14. I will abide by the practice and event dress codes at all times. *(See Grading Policy for consequences)*
15. I will not chew gum at any time at practice or an event.
16. I will not take part in any gossip or negative conversation about another Cheer Squad member, member of another team, coach, teacher, administrator or student (includes conversations in person, phone/text, email, social media, etc.).
17. I understand that my commitment to the EHS Cheer Squad program is year-long and takes priority over all other activities.
18. My parents/guardians and I have read and understand the entire Cheer Squad Handbook and accept the rules, regulations, and responsibilities outlined.
19. All monies and contributions towards the Cheer Squad program are **non-refundable**. There are no refunds of monies contributed, raised, or provided through sponsorships towards this program for any reason.

I understand that violating any of the above rules will result in points being deducted from my grade and could result in my suspension or removal from the Cheer Squad program.

Student Name

Student Signature Date

Parent/Guardian Name

Parent/Guardian Signature Date