

# Cheer Handbook and Guidelines

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Lone Oak ISD

**2017-2018**

This handbook becomes effective immediately for the tryout process in the Spring of 2017 and remains in effect throughout the 2017-2018 school year. Any exceptions will be at the discretion of the Sponsor and Principal, on a case by case basis.

# Lone Oak ISD Cheerleading

## Handbook/Guidelines

2017-18

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## **INTRODUCTION**

Thank you for your interest in Lone Oak Independent School District extra/co-curricular activities. The District strives to provide effective and timely communication to all constituents. Therefore, the LOISD Secondary Schools Cheerleading Program Guidelines were created to provide information, answer questions and pave the way for successful involvement with the cheerleading program. The LOISD Secondary Schools Cheerleading Program Guidelines are divided into five sections so that candidates understand responsibilities and commitments prior to tryouts.

The guide addresses District policies and procedures related to cheerleading. Not all District policies and procedures are included. Policies that are included have been summarized. Policies and procedures may change at any time. If changes are made, the changes supersede any guideline provisions which are not compatible with the changes. For more information, students and parents may refer to the policy codes associated with guideline topics and confer with the cheerleading sponsor or building principal. Board of Trustees Policy manuals are suggestions for additions and improvements to the guide are welcome and may be sent to the Sponsor of Policy and Procedures.

### **CHEERLEADING PROGRAM PURPOSE STATEMENT**

Cheerleaders are student leaders who exemplify and promote school spirit, pride, and sportsmanship.

Cheerleaders enhance a positive school climate by exhibiting leadership skills, such as respect for individual differences, building consensus, academic excellence, and modeling appropriate behaviors at all times, both in and away from school.

#### **Objectives**

- To become mentally and physically fit and athletically skilled in the field of cheerleading. (Reference sources: National Cheerleading Association manual, American Cheerleading Association manual, Universal Cheerleading Association manual)
- To demonstrate cheerleading etiquette for public appearances and private practices.
- To provide an atmosphere of support and cohesion essential for team building.
- To support and participate in academic, athletic, and community projects that help the campus and District achieve respective goals and objectives.

### **SECTION I: MEMBERSHIP GUIDELINES**

The following membership guidelines are categorized as Leadership/Teamwork, Attendance and Promptness, Transportation, Uniforms and Appearance, Competitions, Fundraising, Financial Responsibilities, Head Cheerleader and Mascot. Other sections pertinent to membership are Section II: Eligibility Requirements,

The University Interscholastic League (UIL) Side by Side states: "Cheerleading and drill teams do not come under UIL rules, but the regulations in this document regarding no pass-no play, 8-hour practice limitation, athletic periods, one contest during the school week and extracurricular absences are applicable." Therefore, this and other sections will reference UIL regulations when applicable.

#### **LEADERSHIP/TEAMWORK**

As outlined in *Cheerleading Program Purpose Statement* on page 2 of this guide, cheerleaders are representatives of the Lone Oak ISD and will adhere to the following standards:

- Abide by the cheerleading rules and guidelines.
- Abide by the Student Code of Conduct.
- Behave in a manner that is becoming to the individual and to the organization. In or out of uniform, cheerleaders are representatives of the cheerleading squad and the school.

- Maintain desirable attitudes and spirit.
- Cooperate with head cheerleaders, sponsors, and other members of the squad.

## **ATTENDANCE AND PROMPTNESS**

All cheerleaders and mascots will have a scheduled time after the instructional school day to allow for planning and practice. Cheerleading practices and performances are under the umbrella of UIL time limit restrictions. Special practices may be called by the sponsor when necessary. However, due to UIL procedures, the eight-hour limit will apply to practice held outside of the school day.

Cheerleaders/mascots are expected to attend the cheerleading practices, and assigned sports activities designated by the sponsor and administrator.

Sports activities include, but are not limited to:

- **Varsity:**  
 Football – All home and away games, including play-off games.  
 Basketball – All home games, including play-off games, with sponsor’s discretion on away games.  
 Clinics/Camps - Cheerleading camp held in June, July or August. (Camp/clinic instruction is an integral part of program quality - attendance is required.)
- **JV Squads:**  
 Football - All grade level home games and away games, possible play-off games with Varsity.  
 Camps/Clinics -Summer camp and a clinic. (Camp/clinic instruction is an integral part of program quality - attendance is required.)
- **MS Squads:**  
 Football - All grade level home games and away games.  
 Camps/Clinics -Summer camp and a clinic. (Camp/clinic instruction is an integral part of program quality - attendance is required.)

Participation in other sports events, community and social activities will be at the discretion of the sponsor. Students will be present at least one-half of the school day to participate in an activity - or at the sponsor’s discretion.

Cheerleaders must be prompt for scheduled cheerleading practices and all functions as well as ensuring timely pick up at the conclusion of activities outside of the school day.

Cheerleaders may not leave a practice or any other activity at any time unless approved by the sponsor.

### **Exceptions:**

- Prior notification of conflicts with school activities will be addressed with the sponsors and when appropriate, the principal.
- Work is not considered an excuse for an absence.

## **TRANSPORTATION**

Each cheerleader/mascot shall ride school provided transportation to and from out-of-town games. To ride home with a parent after an out of town game a written request from the parent/guardian is required. The student will not be released to the parent or to another adult designated by the parent unless the written request is approved. Prior approval from the sponsor is required. The penalty for missing school-provided transportation is suspension from that night’s game and the following game.

## **UNIFORMS AND APPEARANCE**

All uniform and practice attire is approved by the principal and sponsor. While performing, each member is expected to:

- Wear proper attire as directed. The uniform is worn to official functions only and a member may perform only if he/she is in the complete required uniform. If the cheerleader or mascot is not in proper uniform (including, but not limited to, secured hairstyle, ribbons, sweatshirts, cold weather attire), he/she will contact a family member to bring the necessary uniform. A specific uniform will also be required for each practice.
- Keep uniforms clean, pressed and mended at all times.
- Reflect grooming standards as directed by the sponsor, including, but not limited to:  
Make up that is natural and wholesome looking.  
Nails that are short and well-groomed and do not exceed the length of the finger. Acrylic nails or tips are strongly discouraged for safety reasons. Colored nail polish is not to be worn when cheering or in uniform.  
No visible jewelry, including body piercing.  
No visible tattoos.  
No gum chewing or candy.  
Secured hairstyle with ribbons.
- Parents are financially responsible for the replacement of school issued equipment. All equipment will be returned at the end of the cheer season.

### **COMPETITIONS**

High school squads may participate in one summer camp and may elect to participate in regional and national competitions with principal approval. Middle school squads may participate in one area summer camp and may elect to participate in one area competition at the discretion of the sponsor and principal.

### **FUNDRAISING**

A thorough description of appropriate practices and procedures for fundraising is outlined within the document, LOISD Fund Raising Guidelines. Individuals directly responsible for fundraising should refer to the document and District policy for complete directions. The following is important information for all members and parents:

- Each cheerleader will participate in fundraising activities.
- Fundraising activities must support the educational goals of the District.
- Fundraising will be coordinated by the sponsor, and/or Booster club officers, approved by the building principal and must include a written request outlining the need for funding, the type of fundraising activity, the projected amount to be raised, how the money will be used, and the time and duration of the activity. Efforts should be made to avoid conflict with other school organizations attempting to raise funds.
- Sponsors are required to keep a detailed account of income and expenditures of student money, with all transactions processed through a campus activity account.

### **FINANCIAL RESPONSIBILITIES**

The District does not provide uniforms for the cheerleading squad. Uniforms, camp wear, clothing items, bags, sweaters, and practice attire are purchased by the parent and must be approved by the sponsor and campus principal prior to purchase.

- Cheerleaders are required to attend summer camp and are responsible for **all fees** associated with camp.
- Payments which are the responsibility of the parent and squad member for camp/camp wear/uniforms (all parts of the uniform) will be paid as directed by the sponsor. **A \$500.00 initial non-refundable payment must be made the day the squad is announced or immediately following try-outs.** Other payments will be due on or before May 15<sup>th</sup> of the current school year. Any member who is unable to meet the financial obligations will be removed from the squad, and the next candidate may be moved up.

- There may be additional expenses, at sponsor's discretion, throughout the season in which payment will be required in advance from parent/squad members.

### **HEAD CHEERLEADER**

There will be one Head Cheerleader for each of the squads at the middle and high school level. The Head Cheerleader serves in a leadership role as a liaison between cheerleaders, students and faculty. He/she also serves as a liaison between sponsors and other cheerleaders and is the spokesperson for the program in public meetings and in front of the student body. The following is expected of this position:

- Communicates to squad member's information regarding upcoming activities, such as uniform requirements and practice schedules.
- Teaches and starts all cheers and routines for camp, games and competitions.
- Assists the sponsor in planning all pep rallies.
- Organizes the creation, placement and removal of signs and items throughout the school and stadium.
- Carries out all other duties assigned by the sponsor.

### **Additional eligibility requirements for captain/head cheerleader:**

- **Varsity** - Varsity Captain Candidates must have been a member of the Varsity squad for at least one year to be eligible for the position. Students entering 9<sup>th</sup> grade are not eligible to be captain on the Varsity squad.
- **Junior Varsity**- any interested candidate with leadership skills, may try out for captain of the Junior Varsity Squad. 9<sup>th</sup> grade candidates are eligible for the position of captain on the Junior Varsity squad.
- **Middle School**- candidates must have been a previous member of the Middle School Squad and be entering 8<sup>th</sup> grade.

The Head Cheerleader may be removed from his/her position for conduct that occurs on or off campus that is detrimental to the school or squad as determined by the sponsor and principal.

### **MASCOT**

The mascot will be an integral part of the spirit program at the school. His/her main responsibilities are to provide interaction with the crowd at all functions by incorporating them in cheers and skits and to work closely with all organizations to enhance the spirit of the school. The mascot will follow all cheerleading guidelines as set forth by District policy. Additional responsibilities include:

- Work closely with the athletic department and cheerleader sponsor to foster school spirit.
- Be familiar with game rules to make appropriate responses with the crowd at sporting events.
- Create skits with appropriate themes to foster spirit, in conjunction with the cheerleaders.
- Dress in creative attire, when appropriate, with sponsor approval.

## **SECTION II: ELIGIBILITY REQUIREMENTS**

**Cheerleader/Mascot:** Any student who will be entering the seventh or eighth grade may try out for the Middle School squad as a cheerleader or mascot. Students entering 9<sup>th</sup> - 12<sup>th</sup> can try-out for Varsity and/or Junior Varsity squad as a cheerleader or mascot. Students entering 9<sup>th</sup> grade are not eligible to be captain on the Varsity squad. 9<sup>th</sup> grade candidates are eligible for the position of captain on the Junior Varsity squad. Varsity Captain Candidates must have been a member of the Varsity squad for at least one year to be eligible for the position.

**\*\*All candidates'/squad members must meet the following requirements:** (before try-outs and while you are member of the squad)

## FORMS/PAPERWORK

- The student must return all necessary paper work that is required in order to tryout by the set deadline.

## ACADEMICS/CONDUCT

- Cheerleaders are expected to maintain high standards in academic performance and behavior and to serve as positive role models for the student body.
- **The student must have maintained an overall 80 average each six weeks from the beginning of the year through tryouts. In addition, the 80 average must be maintained while a member of the squad. [Excluding PE/Athletics].**
- **If a student has failed a class from the beginning of the year through tryouts during any six-week period, that student will be able to try out for the squad but will not be able to try out as Captain.**
- Any student taking dual credit courses will only have the semester averaged since PJC does not give 6 weeks grades, as well as, the 4<sup>th</sup> six weeks over all average must maintain an overall 80 average. In addition, five (5) points will be added to the students grade for each weighted course and the (10) points for each advanced course when determining their composite average for tryouts. This does not override the requirement that a failing grade disqualifies a student from trying out for Captain.
- **Along with verifying grades, teachers will complete an evaluation sheet on each candidate.**
- If you fail a class or your average is below 80 at the end of a six-week period, you will be immediately placed on probation for 3 weeks. If you are placed on probation twice in one school year, you will be dismissed from the squad for the remainder of the school year and will be ineligible to try-out for the next year's squad. Grades will be checked at the end of each six-week grade-reporting period.
- **The student must have maintained an "S" average in citizenship from the beginning of the year through tryouts.** If a student has received 2 or more "N's", or one or more "U's" on their report card, they are ineligible to tryout.
- All conduct grades must remain satisfactory while you are a member of the squad. Any conduct grade lower than an "S" in one six weeks will result in the following:
  - 1 N = probation one game
  - 1 U = probation two games

**\*\*Any combination of N's or U's in one six weeks will result in being removed from the squad. If you have an N or U for two grading periods, you will be removed from the squad.**

- **High School-All student discipline files will be evaluated for excessive ISS/DAEP assignments.** Students who have more than 1 ISS/DAEP assignment will trigger a disciplinary review to determine eligibility. Students who have been assigned ISS/DAEP 2 or more times during the current school year will not be eligible to try out. **Eligibility will be reevaluated each year.** All final decisions rest with the principal. **(High School)**
- **Middle School-All student discipline files will be evaluated for ISS/DAEP assignments.** If you are assigned ISS/DAEP for 1 day during a school term you will not qualify for try-outs. All final decisions rest with principal. **(Middle School)**
- If the student was a cheerleader/mascot for any Lone Oak I.S.D. squad last year, she/he must not have received probation as a punishment more than twice, quit or been removed from the squad.

A student enrolled in the District and who participates in an extracurricular activity . . . is subject to District policy and UIL rules regarding participation only when the student is under the direct supervision of an employee of the school or district in which the student is enrolled or at any other time specified by resolution of the Board. The Cheerleading program will follow the eligibility requirements as outlined by the Texas Education Agency TEA, the University Interscholastic League UIL and district cheerleading policies. Any squad member who receives, at the end of any grading period (after the first six weeks of the school year), a grade below 70 in any class (other than an identified class eligible for exemption) or a student with disabilities who fails to meet the standards in the Individual Education Plan IEP may not participate in extracurricular activities for three school weeks.

All schools must check grades for all participants at the end of the first six weeks of the school year. From that point, grades are checked at the end of the grading period. Students who pass remain eligible until the end of the next grading period. All sponsors are responsible for obtaining official grade reports from the individual the principal designates as the

keeper of official grades before the student represents the school. This provision applies to all grading periods. It also applies to all three-school week evaluation periods for ineligible students.

### **SECTION III: TRYOUT, JUDGING AND CHEER GUIDELINES**

Section III: Tryout and Judging Guidelines provides requirements with the application and orientation process and citizenship requirements for candidates, academic, tryout injury option, and judging guidelines.

- Spirit Event Coordinators or another professional judging company will be utilized for tryouts.
- Students will wear a plain, white, no collar t-shirt, red shorts (similar to the Soffee brand), white no-show socks and white tennis or cheer shoes. Hair must be out of face and pulled into a pony tail with a single 1" red ribbon. See handouts at parent meeting for more information.
- In the event that a candidate is trying out for cheerleader and mascot, it is that candidate's responsibility to provide the sponsor with written notice regarding order of selection by the end of closed cheer clinic. If no notice is provided, the sponsor will automatically select Mascot first and Cheer second.

### **GENERAL INFORMATION**

**High School**-The exact number of cheerleaders for the Varsity squad will consist of a minimum of 10 members with a maximum of 12 members and will be determined by the natural break in scoring. The natural break is defined as the obvious place in the scores where a numerical difference occurs. This break will be agreed upon by the judges, the principal, and the sponsor. If more than the maximum is above the natural break, then the first 12 scores will be on the squad, and the next 8 girls will be on the JV squad.

Before tryout day, students entering grades 9– 12 will decide if they want to be a JV cheerleader if their score does not earn them a position on the Varsity squad. In the case that an 11th grader earned a position on the JV squad and chose not to accept, then the student with the next highest score would become a JV cheerleader. Mascots will be chosen the same way. A student entering 9th through 12th grade may try out for Varsity and/or JV mascot. Varsity and JV mascots will be the person with the highest point total. Varsity and JV head cheerleaders will be selected from candidates that have been chosen for the squad. The varsity captain candidate with the highest score and one year of Varsity cheerleader experience from Lone Oak High School will be the Varsity head cheerleader. An assistant captain may be added to assist the captain with responsibilities (especially with a 12-member squad) at the sponsor's discretion and will be based on leadership qualities. The JV member with the overall highest score and one year of cheering experience from LOISD will be the JV head cheerleader. In the case of a tie for either squad, the sponsor and principal will break the tie.

**Middle School** - Students entering seventh and eighth grades will be trying out for Middle School cheerleader. The exact number of cheerleaders for the Middle School squad will consist of a minimum of 8 members with a maximum of 12 members and will be determined by the natural break in scoring. The natural break is defined as the obvious place in the scores where a numerical difference occurs. This break will be agreed upon by the judges, the principal and sponsor. If more than the maximum is above the natural break, then the first 12 scores will be on the squad. A minimum of 3 per grade level will be on the MS squad. In the mascot tryouts, the person with the highest point total will determine the mascot.

The head MS cheerleader will be selected from the eighth grade cheerleaders that have been chosen for the squad. Points earned from tryouts will be used to determine the head cheerleader. The eighth grade member with the highest score will be determined as the head cheerleader. This person must be a returning member. In the event of a tie, the sponsor and principal will select a head cheerleader. An assistant captain may be added to assist the captain with responsibilities (especially with a 12-member squad) at the sponsor's discretion and will be based on leadership qualities. All squad members will abide by the rules and policies set forth in the campus handbooks.

### **APPLICATION AND ORIENTATION**

A candidate for cheerleading/mascot and parent or designee must:

- Attend an orientation meeting scheduled by the sponsor prior to try-outs. Attendance at the meeting is worth 5 points for student and 5 points for parent totaling 10 points towards tryouts. Closed Gym is worth 5 points (only need to attend one closed gym for points). Open gym is optional. These points will be added to the final score before results are released.
- Return the following completed forms including all appropriate signatures as directed by the sponsor:
  - Try-out Application
  - Cheerleader/Mascot Parent Permission Form
  - Medical Release Form.
  - Parent/Student Handbook Acknowledgement
- Have no outstanding balance for prior year financial obligations.
- Attend clinic prior to tryouts.
- Attend camp if the candidate makes the squad.

**JUDGING GUIDELINES**

The following guidelines are established to determine membership for the cheerleading squad beginning in Grade 7.

**Performance**

The cheerleader/mascot candidate’s total score and will be made by a panel of three qualified judges. Judges may not have previous associations with students, parents or sponsors. The qualifications of the judges will be required and reviewed by the sponsor. Candidates will receive numbers when they tryout and shall not be referred to by name. Tabulations of scores will be made by campus administrator(s) and designated tabulator. Tryouts will only be open to participants, judges, sponsor, tabulator, campus administrator(s) or other appropriate LOISD staff.

**Cheerleading Try-out Categories**

1. Entrance/Spirit	5 points
2. Crowd Appeal/Smile	5 points
3. Memory/Recall	5 points
4. Group Dance	5 points
5. Voice and Projections	10 points
6. Motion/Technique	10 points
7. 3 Jump Series	10 points
8. *Tumbling	5 points
9. Teacher Evaluation	40 points

<p><b>*Tumbling</b></p> <ul style="list-style-type: none"> <li>•<b>Basic</b> 1 point-cartwheel, round off</li> <li>•<b>Intermediate</b> 2 points- front walk over, back handsprings</li> <li>•<b>Advanced</b> 3 points- round off to back handspring, series of back handsprings</li> <li>•<b>Elite</b> 4-5 points- back tuck (standing or running), front tuck (standing or running), layout, etc.</li> </ul>
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**TOTAL POINTS AVAILABLE** 55X3 from the judges, 40 possible points from teacher evaluation, 10 possible points from parent/cheerleader meeting and 5 possible points from closed gym for a total of a possible 220 points.

\*\* Points are also awarded for attending orientation and scheduled try-out practices

\*\* Interviews will be conducted for eligible candidates choosing to try-out for captain. The interview portion of the tryout will be worth 10 points.

*Tabulation of scores will be conducted by campus administrator(s) or designated tabulator.*

**Mascot Try-out Rules and Procedures**

1. Each mascot must have met all guidelines as outlined in the LOISD cheer handbook.
2. Only ONE costumed mascot is allowed to perform. NO other live props are allowed.

3. Each mascot will perform a routine or skit lasting a maximum of 2 minutes and not including set-up and take-down time. The following overtime penalties will occur: 1-5 seconds -1 point, 6-10 seconds – 2points, 11+ seconds -5 points. As a group of 3 the mascots will perform the chant learned during the closed gym.
4. Three (3) people may assist you with the set-up or tear-down. If tryouts are during school hours, students in class may not assist. After set-up, the helpers may either leave or be seated near the rear entry.
5. Mascots are allowed a total maximum of 1 minute and 30 seconds set-up. The same overtime penalties listed above will apply.
6. Mascots are allowed a total maximum of 1 minute and 30 seconds take-down. The same overtime penalties listed above will apply.
7. Music may be used and is encouraged, but should not dominate the routine. Music must be given to the sponsor the morning of tryouts with clear written directions on how it is to be played. It is the responsibility of the mascot to collect the music at the end of tryouts or the end of the day. Music not collect by the end of the day will be thrown away. The sponsor will provide a CD player.
8. The routine/skit should contain a theme and should be well organized and understandable.
9. Timing will begin with the first organized word, movement, or note of music after they are officially announced by the sponsor.
10. Timing will end with the last organized word, movement, or note of music by the mascot.
11. Any size props may be used. Props that may cause damage to the floor or any area of the school may not be used. Confetti, water, paints, or other such props that may delay the tryouts may not be used. A 15-point reduction will apply if this is not followed. Props will be stored in the breeze way between the two gyms. All props must be removed from the school at the end of the try-out day. This is the candidate’s responsibility; no props will be stored at school.
12. Candidates must be dressed in the school’s official mascot costume at all times including set-up.
13. The sponsor will create a “check-out” schedule that will begin the first day of cheer clinic for each candidate to take home the mascot costume. Prior arrangements will need to be made to transport the costume. Buffy is stored in a large trashcan and cannot be taken on the bus. **Buffy must remain in the can until you are out of view of students, especially young children.** You are responsible for all parts of the costume. ALL parts of the costume must be returned by 8:30am the following day so that it may be passed on to the next candidate. A one-point deduction will apply each hour after the 8:30am deadline.
14. Routines/skits must be appropriate for family viewing. Any vulgar or suggestive movements, words, or music may result in a score deduction. If you are not certain if something is inappropriate, DO NOT USE IT.
15. Mascots should utilize all areas of technical strengths including actions/reactions, motions/emotions, character traits and habits, pantomime, crowd interaction, crowd appeal, prop utilization, and overall impression.
16. After all candidates have completed their routines, individuals will meet with judges for an interview worth 5 points. Interview will be completed in costume. Answer will be done through movements and gestures.
17. Candidate with the highest points will be mascot.
18. In the event that a candidate is trying out for cheerleader and mascot, it is that candidate’s responsibility to provide the sponsor with written notice regarding order of selection by the end of cheer clinic. If no notice is provided, the sponsor will automatically select Mascot first and Cheer second.

*Tabulation of scores will be conducted by campus administrator(s) or designated tabulator.*

## **CITIZENSHIP**

A candidate must:

- Be enrolled in Lone Oak ISD and be in attendance by the first day of the second semester. Principal has the discretion to determine participation for students new to the district.
- Meet state guidelines for compulsory attendance.
- Not receive private instruction from a student currently enrolled in LOISD.
- Have not resigned or been dismissed from the cheerleading squad in the previous year. However, if he/she resigns due to circumstances out of his/her control, the sponsor and campus principal will determine whether he/she may be considered for tryouts the following year.

### **Final Determination and Notification**

The principal or designee will tabulate scores. In the event of a tie, the judges' will reevaluate the score and determine the winner. The judges may also request call backs. JV squads shall have a total of eight members. The varsity level cheerleading squad shall have a minimum of 10 not to exceed 12 members. A minimum of one mascot will be chosen for each campus. The middle school squad shall have a minimum of 8 not to exceed 12 members. Candidates will receive notification of results on the day of tryouts.

### **Replacements**

If there is an opening in the cheerleader squad for any reason prior to the first day of school, the sponsor may fill the opening by reviewing the ranked scores from tryouts.

## **SECTION IV: SUPPORT STAFF, PARENTS, AND CLUBS**

### **SPONSOR RESPONSIBILITIES**

#### **Leadership**

Sponsors are expected to:

- Be committed to the cheerleader program.
- Be a positive role model and demonstrate conduct that is ethical and rational.
- Display the qualities of good sportsmanship and fair play.
- Set long term and short term goals for professional growth and the cheerleader program.
- Follow LOISD employee policies, guidelines and rules.
- Have knowledge of and compliance with rules for eligibility and participation.

#### **Management**

Sponsors are expected to:

- Supervise students.
- Provide appropriate communication to parents/students concerning all guidelines and requirements.
- Disseminate and manage all required written forms and documentation.
- Communicate and ensure proper safety standards and stunt progressions.
- Plan and provide written schedules for all practices, games, pep rallies, clinics, camps, and other activities.
- Coordinate tryouts, including the selection of judges.
- Follow state and LOISD accounting practices/procedures for maintaining the budget and proper administration of student funds.
- Obtain principal or designee approval on all disbursements.
- Be responsible for the approval, selection, ordering, distribution and return of all uniforms.
- Maintain current certification in first aid and cardiopulmonary resuscitation.

### **PARENT/GUARDIAN RESPONSIBILITIES**

Parents are partners with the school and shall:

- Respect and support the cheerleading program, cheerleaders, and sponsors.
- Support the student's commitments to the school, community and herself/himself.
- Attend performances and other necessary activities.
- Meet financial obligations in a timely manner.
- Set an example of good sportsmanship at all activities.
- Provide transportation if needed for cheerleading activities.
- Assist in fundraising.
- Support/participate in any fundraising activities.

#### **SECTION V: CONDUCT GUIDELINES**

Upon the completion of tryouts, selected cheerleaders will be subject to all rules, expectations and discipline consequences associated with the new squad. All discipline actions will affect the cheerleader's standing on his/her squad after tryouts and throughout the following academic year. Any member failing to abide by rules and regulations as set forth under the provisions may be subject to review by the sponsor and principal. Dismissal from the group may result from that review.

The guidelines for student discipline are outlined in the Student Code of Conduct adopted by the Lone Oak Independent School District Board of Trustees. Additional standards of behavior for students involved in extra/co-curricular activities are:

- UIL Side by Side. (Available at [www.uil.utexas.edu](http://www.uil.utexas.edu))
- Extra/Co-curricular Standards of Behavior. (See below)
- Cheerleading Standards of Behavior. (See below)
- Discipline Form. (See below)

#### **STUDENT CODE OF CONDUCT**

The cheerleaders and mascots are expected to maintain exemplary conduct in and out of the school.

#### **DRUG TESTING**

Lone Oak Independent School District has a student drug testing program for all students in grades 8-12 who participate in extra/co-curricular activities.

The student drug policy is discussed in the districts/campus handbooks. Each parent and student has access to a copy at the beginning of each school year.

#### **EXTRA/COCURRICULAR STANDARDS OF BEHAVIOR**

This section speaks directly to the behavior of students who participate in extra/co-curricular activities.

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities, including interscholastic athletics and marching band, may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time on or off school property. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of sex, race, disability, religion, or ethnicity.

Students shall be informed of any extracurricular behavior standards each school year. Students and their parents shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Organizational standards of behavior of an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions. A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of organizational standards of behavior of an extracurricular activity or for violation of the Student Code of Conduct

Student participation in extracurricular activities is encouraged. Lone Oak ISD makes extracurricular activities available as an extension of the regular school program, with an important difference: participation in the regular curriculum is a right afforded to each student, while participation in the extracurricular program is a privilege that carries additional expectations for acceptable conduct. Students who engage in extracurricular activities represent not only themselves, but also other students and the District when performing, competing, or participating in extracurricular activities and while wearing uniforms or other clothing that identifies the student to the community or public in any setting as a Lone Oak ISD student. Behavior must be exemplary and reflect the finest attributes of the Lone Oak ISD student body at all times and in all places

Important goals of the extracurricular program are to give students direction in developing self-discipline, responsibility, pride, loyalty, leadership, teamwork, respect for authority, and healthy living habits.

Since participation in extracurricular activities is a privilege and not a right, Lone Oak ISD is authorized to set higher standards for participants of extracurricular activities than for students who choose not to participate in extracurricular activities. The expectations for extracurricular activities extend beyond the Lone Oak ISD Student Code of Conduct, not only in types of behavior prohibited, but also in corresponding consequences and jurisdiction for imposing discipline. Extracurricular expectations apply to all students participating in extracurricular activities, regardless of whether:

- School is in session;
- The offense occurs on or off school property or at a school-related event;
- The student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- The extracurricular activity is in-season; and regardless of where or when the conduct occurs.

It is possible that a student who violates the Lone Oak ISD Student Code of Conduct will incur consequences from both the appropriate school administrator and from his or her sponsor for the same particular violation. It is also possible that a student participating in extracurricular activities may violate the Extracurricular Expectations and be subject to discipline or sanctions by a sponsor without having violated the Lone Oak ISD Student Code of Conduct.

## **Procedures**

Coaches, administrators and sponsors will review all facts and circumstances surrounding a particular event and determine appropriate disciplinary action or sanctions.

- 1<sup>st</sup> offense – Parent/student/sponsor/administrator conference to discuss the event, possible sanctions\*.
- 2<sup>nd</sup> offense –Parent/student/sponsor/administrator conference to discuss the event, sanctions\*, possible dismissal.
- 3<sup>rd</sup> offense –Parent/student/sponsor/administrator conference to discuss the event, sanctions\*, possible dismissal.

**Any event may be serious enough to result in removal from the extracurricular activity at any step. Dismissal will be determined by the sponsor/principal after conference of the second and third offense.**

*A cheerleader is a visible leader of the school so expectations for cheerleaders extend beyond the regular school day or regular school expectations. For example: scenes of nudity, alcohol use, fighting, bullying either face to face or by means of social media will not be permitted.*

\*Sanctions may include but are not limited to: physical activity, bench time, loss of playing or performance opportunities.

Nothing in the Extra/Co-curricular Standards of Behavior section limits the authority of a sponsor to impose reasonable sanctions for students who breach program conduct expectations but do not engage in prohibited conduct. **Signing the LOISD Schools Cheerleading Program Guidelines Parent/Student Acknowledgement verifies your receipt and agreement to the expectations outlined in the handbook.**

### **CHEERLEADING STANDARDS OF BEHAVIOR**

Each extra/co-curricular activity has specific conduct expectations in addition to the expectations outlined in the Extra/Co-curricular Standards of Behavior. The expectations outlined in the Cheerleading Standards of Behavior document are specific to the cheerleading program. The Standards of Behavior Discipline Form is located on pg.13. Squad members will also be held responsible for any postings to a social networking site that would “materially disrupt class work, involve substantial disorder, or interfere with the rights of others.” [Tinker, 393 U.S. at 506]

### **PERMANENT DISMISSAL**

Reasons for permanent dismissal from the cheerleading squad include, but are not limited to:

- Expulsion.
- Failure to meet behavior expectations in the Extra/Co-curricular Standards of Behavior.
- Unexcused absence from more than two games over the course of the fall/spring season.
- Violations as outlined in the Lone Oak Public Schools Activity Student Drug Testing Policy.
- Academic Removal – if academically ineligible for two reporting periods, consecutive or nonconsecutive, removal for the remainder of the year and member will not be allowed to try-out to be a part of the squad again.

*The LOISD Schools Cheerleading Program Guidelines is designed to be in harmony with LOISD Board of Trustees’ Policy, the Student Code of Conduct and University Interscholastic League rules and guidelines. The LOISD cheerleading guidelines are reviewed annually. Changes and revisions will be made available to students and parents and will govern cheerleading selection and decisions regarding supervision of the program.*

## LOISD Cheerleader Standards of Behavior Discipline Form

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

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

Offense: See Below

**Discipline Matrix:** You will be able to work off a demerit received from a level zero offense or a level one offense. [See Matrix below] You must provide a written request to the sponsor within five (5) days of the offense to be granted a work-off. You will be able to work off only **two** demerits. The sponsor will assign and set a deadline for the work-off.

Number of Demerits prior to this event: \_\_\_\_\_ Number previously "worked off": \_\_\_\_\_

Level		1 <sup>st</sup> offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	4 <sup>th</sup> Offense
0	Wrong clothes, wearing jewelry, chewing gum during a scheduled cheer event, leaving center of gym after pep rally, academic dishonesty, late work	Demerit	Demerit	Probation (1 game)	Removal from Squad
1	Talking or horseplay during scheduled event, Late for event, disrespect, Public display of affection, misconduct, communication with others during event, In stands after break, not knowing material assigned, missing items for performance, not participating in a cheer event including fundraisers, failure to notify sponsor or head cheerleader before an absence.	Demerit	Probation (1 game)	Removal from Squad	
2.a	1 N in conduct	Probation (1 game)	Removal from squad		
2.d	Leaving required area without permission	Probation (1 game)	Removal from squad		
2.e	Unexcused absences from scheduled event	Probation (1 game)	Removal from squad		
2.f	1 U in conduct – unable to tryout next year)	Probation (2 game)	Removal from squad		
3.a	Failing a class in any six weeks/below 80 avg.	Probation 3 weeks	Removal from squad		
3.b	ISS	Probation one game	Removal from squad		
3.c	6 tardies per semester	Removal			
3.d	Unexcused absences from school. No more than 4 in a 3 week period.	Probation one game	Removal from squad		
3.e	Tobacco, alcohol, or drugs	Removal			
3.f	Probation for any reason 2 times	Removal			
4.a	Suspension from school	Removal			
4.b	0-4.a are at sponsors discretion				

Remarks from Sponsor:

Remarks from Cheerleader:

\_\_\_\_\_  
Cheerleader Signature

\_\_\_\_\_  
Sponsor Signature

**LONE OAK INDEPENDENT SCHOOL DISTRICT  
CHEERLEADING PROGRAM GUIDELINES**

## PARENT/STUDENT ACKNOWLEDGEMENT

We have read and understand the policies, procedures, practices and expectations as outlined in the LOISD Secondary Schools Cheerleading Program Guideline, including the Extra/Co-curricular Standards of Behavior. We agree to adhere to these rules as a condition for voluntary participation in the cheerleading program and understand that failure to do so may result in disciplinary measures.

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Parent Signature

Date

---

Cheerleader Signature

Date

---

The LOISD Secondary Schools Cheerleading Program Guidelines Parent/Student Acknowledgement Form was submitted to my office:

---

Sponsor Signature

Date

**Please detach the listed forms and return to the sponsor at parent/cheer meeting.**

- Return the following completed forms, with all appropriate signatures, as directed by the sponsor:

*Physical Form* (Physicals can be done at the end of the year with athletics)

*Tryout Application*

*Acknowledgement Form*

*Medical Release Form*

## LOISD Cheerleader Tryout Application

Please print the following information clearly.

Candidate for: \_\_\_MS    \_\_\_MS Mascot    \_\_\_Varsity    \_\_\_Varsity Mascot    \_\_\_JV    \_\_\_JV Mascot

Candidate's Name		Home Phone: Candidate Cell Phone: Do you get text? Y N	
Address		City	Zip Code
Candidate Lives with:		Candidate's Email	
Father's full Name		Mother's Full Name	
Father's Email		Mother's Email	
Father's Cell Phone Number		Mother's Cell Phone Number	
Doctor		Doctor's Phone Number	
Insurance Company		Policy Number(s)	
Overall GPA (excluding PE/Athletics)	Do you have any N's or U's in citizenship? What Subject(s)?	Have you failed a subject(s)? What subject(s)?	
Birth date	Shoe Size	Have you been in ISS this year?	Date of enrollment for current school year.

When is your summer vacation? \_\_\_\_\_ (MS/JV/Varsity)  
Mandatory Camp – June 26-28 with mandatory practices the week before camp. Mandatory summer practices will begin the 1st week in August.

All squads will have a cheer meeting for parents and cheerleaders on Thursday, March 2<sup>nd</sup> at 6 pm to review the handbook and discuss uniforms. MS/JV/Varsity fittings will be at LOMS on March 20<sup>th</sup>, starting at 8:30 for MS, 9:30 for JV and Varsity for 10:30.

**Candidate's Signature:** \_\_\_\_\_

**Parent's Signature:** \_\_\_\_\_

**Medical Release Form**

**Student's Name:** \_\_\_\_\_

School: \_\_\_\_\_ LOMS \_\_\_\_\_ LOHS      Grade: \_\_\_\_\_

I certify that \_\_\_\_\_ is physically capable and able to fulfill requirements needed to be a cheerleader. I understand that this form legally releases all obligations and responsibilities for the medical treatment of my son/daughter in the event of illness or injury during any squad-related activity when neither parent can be reached. If there is a physical or medical reason why s/he should not participate fully, the district requires a doctor's release. Furthermore, the district is not liable for any injury incurred during cheerleading.

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Medical Treatment Permission**

In the event of an emergency occurring while my son/daughter is on a school-sponsored event, I grant permission to the school and its employees to take whatever action necessary. In the event that I cannot be reached, I hereby authorize the school and/or its employees to give consent for my son/daughter, \_\_\_\_\_, to receive the necessary medical treatment.

**Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_ other emergency #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: TX Zip: \_\_\_\_\_

Persons to notify other than parent or guardian:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

If you do not grant permission or authorization for consent to medical treatment, what procedures should be followed? \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_

**Medical Information**

	<b>Circle One</b>			<b>Circle One</b>	
Heart Condition or disease	Yes	No	Asthma	Yes	No
Diabetes	Yes	No	Allergic to medication	Yes	No
Convulsions Disorder	Yes	No	Allergic to insect stings	Yes	No
Prior injury to muscles/tendons	Yes	No			
Allergies:	_____		Date of last tetanus shot:	_____	
Additional medical information that may be helpful:	_____				

Are you currently being treated for any injuries? \_\_\_\_\_ if so, pls list: \_\_\_\_\_

Are you currently taking any medications? \_\_\_\_\_ if so, pls list: \_\_\_\_\_

(Use back of sheet if necessary)

A current medical physical is required for participating in Cheerleading. The physical must be on file with the athletic department or turned into the sponsor before camp in order to participate. A cheerleader will not be allowed to participate in events until a current physical form is on file.