



**2018 - 2019**

**Competition**

**Policies &**

**Procedures**

Welcome! You've made the decision to join the Starstruck Competition Cheer Team Family and we are excited to have you. Now what??? Please be sure to take a look at the following policies and procedures that are involved when your child trains with our staff.

### **PRACTICES & PHYSICAL COMMITMENT**

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- Practices will begin on the week of June 4, 2018.
- **All team practices and scheduled tumbling class are MANDATORY.**
- Most teams will practice two times per week from 1 ½ to of 2 hours.
- Tumbling classes are scheduled for 55 minutes in length.
- Starstruck reserves the right to call additional practices beyond a team's normal practice schedule as needed.
- Starstruck reserves the right to require additional classes for students whom appear to perform "behind" the level of their teammates or designated team.
- For the 18-19 competition season, Tinys/Minis will attend 4-6 competitions and Youth, Juniors, and Seniors will attend 6-8 competitions.
- Summer camp, team bonding, community events, fundraisers, and other special events may be added throughout the season.

### **ABSENCE PROTOCOL**

- Illnesses should be called into the office or emailed as soon as your child becomes sick. If your child is going to miss two or more practices due to illness you will be asked to turn in a doctor's note explaining their absence.
- We should be notified of any non-illness absences in advance. Be sure you complete an Absence Form (located online at StarstruckCD.com) and turn it in to the Starstruck office at least 2 weeks prior to your scheduled absence. This form does not excuse your absence. Missing practices or required classes not only affects the individual athlete but also their team. ***A \$25 charge will be assessed for any absence form that was not received prior to the date of absence.***
- Multiple tardies or absences may result in an athlete moving or losing their position within a routine or team as well as possible probation. During probation athletes are required to attend practices to maintain their position though they may not be participating in the routine, choreography or event.
- As we get closer to major competitions, we are less lenient about the types of excuses we allow. Practices within 2 weeks of a competition event are absolutely mandatory and necessary for the success of each team.
- Students who choose to miss any of practices for any reason may be pulled from the upcoming event, but will be at the coaches' discretion.
- ***Athletes missing a practice within 2 week of an event will be charged \$50.00 for each missed practice. Should your child miss a program practice or showcase, you will be charged an additional \$100.00.***
- ***Should your athlete choose to miss a competition due to reasons other than serious illness, injury, or family emergency, Starstruck may choose to charge your account an additional fee of \$100.00*** to cover inconvenience costs such as, but not limited to: an additional competitor/substitute, competition change fee, additional coaching fees for practice time, choreography, music changes, etc. Refunds are not an option and will not be discussed for athletes missing an event for any reason.
- Abuse or disregard of our absence protocol, may jeopardize an athletes position on a team, spot(s) in a routine, removal from an event, and/or temporary/permanent dismissal from the Starstruck program.
- Should your child be injured in or outside the facility they will still be asked to attend all practices and competition events.
- Event prizes such as medals and jackets will be awards only to the athletes that take the stage. Regardless of the reason your child may not be able to compete, event producers will only offer a team items for the number of athletes that took the stage during the event.

### **FINANCIAL INFORMATION**

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- Competitive cheerleading is an expensive sport. Before you make the decision to join our program, please carefully consider the financial commitment involved.
- By signing the Starstruck Cheer and Dance financial agreement, you agree to comply and be responsible for all financial obligations regarding your athlete.
- Accounts must show current with zero outstanding balances in order to participate in evaluations for the 2018-2019 season.
- Please refer to the Starstruck 2018-2019 Team Packet for pricing and due dates. All tuition, competition fees, uniform costs, general fees and expenses are NON-REFUNDABLE once paid.
- All payment can be made and will be manages via our online management system. Parents have constant access through your personal login and our website, StarstruckCD.com.
- Maintaining a VALID Visa/MasterCard on file is required for all competition athletes. This card will be used to charge all accounts on the date that fees are past due as well as any auto payments.

- Cash or check payments will still be accepted, but must be received by the 1<sup>st</sup> of each month. We will run auto payments on the 3<sup>rd</sup> of each month. Any payments that do not clear by the 3<sup>rd</sup> will be charged a late fee.
- Statements will be available off your general ledger, online via your iclasspro portal.
- A late fee of \$20.00 will be added to any and all payments received after the stated due dates.
- Tuition rates will not be pro-rated for any reason.
- All checks should be made payable to Starstruck.
- All NSF checks will be charged a processing fee of \$20.00 per occurrence plus any necessary late fees resulting from the delayed payment.
- Accounts more than 30 days past due may result in athlete probation. During probation athletes, must attend practices however they may be pulled from practice, choreography, and/or competition until the account is brought current.

#### **MONTHLY ALL-INCLUSIVE TUITION EXPENSES**

- Tuition payments will cover expenses such as: coaches' fees, facility fees, music, choreography, summer camp, competition registration, USASF fees, etc.
- Tuition is due on the 1<sup>st</sup> of each month beginning June 2018 through March 2019.
- Tuition will not be pro-rated regardless of the number of practices scheduled by the directors nor the number of practices attended by an athlete.

#### **YEARLY COMPETITOR DEPOSIT**

- In addition to the monthly tuition expenses athletes will pay uniform expenses (see below) AND a competitor deposit.
- The deposit (due at the Welcome Event - prior to uniform fittings) will cover the following expenses: a portion of gym fees & coaches' expenses, practice clothes, practice bow, competition bow, gym t-shirt, a small portion of the uniform/warm-up.
- Should your athlete not need all the practice apparel items, the additional amount paid will be credited toward your June 1<sup>st</sup> payment.

#### **UNIFORM EXPENSES**

- Uniform/Warm-up payments will be paid on June 15<sup>th</sup>, July 15<sup>th</sup> and August 15<sup>th</sup>. You must bring in cash, check or money order payments BEFORE the due dates above in order to avoid our auto run and/or receive a late fee.
- Pricing for the uniform & warm-up will vary by team & participant. Please refer to the tracker/uniform order forms for estimated cost.
- Accounts will be billed online once the commitment deadline has passed and uniform items have been ordered.

#### **COMPETITION EXPENSES**

- Competition expenses include but are not limited to: participant registration, coaching fees, coaching expenses and coaches' travel/accommodations.
- Athlete hotel and travel costs are NOT included in the competition fees. These expenses are the responsibility of the athlete.
- Spectator costs are NOT included in the competition fees. These expenses are the responsibility of the athlete.
- Individuals are responsible for booking their own travel arrangements in accordance to when and where the gym/studio is competing that corresponding weekend. Some of our competitions will be relatively local and may not require an overnight stay such as Stockton, San Jose or Sacramento.
- Some events will require a stay to play clause. You will be required to book and stay at a specific hotel (or within a block of hotels) specified by the hosting Event Producer. Please be aware of this and do not be careless when booking as you may jeopardize our event registration.

#### **DISCOUNTS & SAVINGS**

- A sibling discount of \$10.00 per month will be credited toward the second, third, fourth, etc. child(s) accounts. Sibling accounts must be paid by the same guardian(s) to qualify for this discount.
- Pay your entire account in full by July 1<sup>st</sup> and receive a discount of 5% off your entire balance. You must contact Tera DeGuzman or Jan Collyer by June 20<sup>th</sup> to arrange.

#### **CROSS COMPETITORS**

- A cross competitor refers to someone who participates on two or more cheer teams within Starstruck. Those on an elite team (used to be referred to as a full season cheer team) are NOT eligible to participate on a prep team at any point throughout the season.
- In addition to stated fees (for eldest team), cross competitors will owe:
  - \$60.00 per month for tuition

- \$700.00 toward competition costs
- Any additional uniform and practice uniform expenses
- Athletes are limited to 2 teams at a single event.

### **FUNDRAISERS**

- During the season, we will schedule a variety of fundraisers beginning in May of 2018.
- You must pay the first deposit amount in order to be considered a registered team athlete at Starstruck for the 2018-2019 and participate in the first fundraiser beginning the end of May 2018.
- Some of the fundraisers will be optional participation while others will require mandatory participation.
- If mandatory participation is required, even those with paid in full accounts must participate.
- Please email fundraising ideas to [Tera@StarstruckCD.com](mailto:Tera@StarstruckCD.com).
- Throughout the season Starstruck may host meetings to inform parents of upcoming fundraisers, important dates and seek out volunteer help. Please check our lobby and email to upcoming dates and information. You do not have to volunteer time to attend the meetings.

### **GYM POLICIES**

#### **GENERAL CONDUCT**

Our mission is to provide a positive and fun learning environment for ALL of our athletes/students. In order to help us achieve this, please adhere to the following rules:

- Always be kind, courteous and considerate to all of our athletes/students and their families, as well as our Starstruck staff.
- GOSSIP will not be tolerated and may result in immediate dismissal. This includes any negative and demeaning post on social media.
- Any person(s) who is caught BULLYING another person(s) in any way, shape, or form, will be immediately dismissed from the Starstruck program.
- Athletes whose parents are excessively negative or disrespectful may be removed from the gym.
- Profanity, abusive or inappropriate language of any kind are prohibited.
- Please refrain from “coaching” or otherwise distracting athletes and coaches during open practices. Inability to control yourself may result in closing all practices for the team.
- Physical altercations will not be tolerated and will result in immediate dismissal from the program.
- Bottom line – THINK BEFORE YOU SPEAK, ACT...OR POST!

#### **FACILITY USE**

- Take pride in our facility and please clean up after yourselves. All trash should be placed in receptacles provided and personal belongings should be accounted for and taken home.
- All food and/or drink must remain in viewing areas, studio lobby, or athletes’ room. No food or drink is allowed on cheer floor, other matted areas, or Tumbl Trak.
- If you feel that the restrooms or any other area of the facility needs attention, please notify the office staff.
- Do not bring any valuables to the facility. Starstruck is not responsible for any theft or damage to personal property or unattended items.
- Any additional clothing items (sweats, long pants, etc.), cell phones, school bags, or gym bags must be stored in the cubbies provided. Please do not bring these items out into the main gym near the spring floors.
- No athlete may use the Tumbl Trak unless an instructor is present and has granted permission. Some of the equipment can be very dangerous, particularly if it is used improperly. Guests, friends and siblings are not allowed on the Tumbl Trak at any time.
- Friends and family members are NOT allowed on the Starstruck floor nor equipment without a completed release waiver and more importantly instructor permission. Parents please watch and mind younger athletes and siblings.
- No one is allowed outside of the viewing areas except coaches, athletes and active class students. Siblings must remain with their parents at all times. They are not allowed to roam the facility, play on the equipment or hang out in the athletes’ room regardless of waivers or class involvement.
- Parents must maintain constant supervision of younger athletes. Please do not leave your child in the lounge areas or viewing areas unsupervised. Starstruck does not provide supervisors. Our staff and students will not be held responsible

#### **PRACTICE POLICIES & CONDUCT**

- Athletes should arrive on time, fully dressed in proper practice attire, and 100 percent ready to work.

- Proper practice attire should include: designated top, bottoms, bow, cheer shoes, and Jewelry should be kept to a minimum - NO EXCEPTIONS!
- If any practice item has been lost, we will provide athletes with a replacement item and charge your account.
- During practice athletes are asked to display positive attitudes, full effort, and teamwork.
- Cell phones must be turned to silent when practice starts. Parents, should you need to get a hold of your student during practice, please call the Starstruck office, (209) 523-9456.
- Athletes who are being excessively negative, display disruptive behavior, and/or do not comply to any of the practice standards stated above, may be removed from a position, team, event or the program.
- If an athlete is ill or injured, we still ask that they still attend practice to observe any routine adjustments or changes. Exception: athlete has an illness that is contagious, or an injury that requires them to remain immobile, per doctor's note.
- All team practices will be open for viewing via our parent room or lobby.
- Starstruck reserves the right to additionally close any of the viewing areas at any time. This provides a quieter, more focused atmosphere for practices.

### **COMPETITION POLICIES & CONDUCT**

- Days prior to each event, directors will email an itinerary to each attending competitor family. Itinerary will include details such as event producer, date(s), location, team arrival/performance/awards/and dismissal times, what to wear, hair/make-up, spectator entry fees, and all other important information pertaining to the event.
- We will also have a parent meeting and/or Facebook live prior to our 1<sup>st</sup> event to go over any specifics and answer any questions that anyone may have.
- If you wish to use a competition weekend for a family vacation, please keep in mind your child's attendance at the event and commitment to the team(s) and program must remain their first priority. Therefore, you will not be excused to leave practices to travel sooner. Athletes will also not be permitted to miss Starstruck performances, meeting times, etc.

### **AT THE EVENT**

- Make sure all of your travel and accommodations are made months in advance of the event.
- Arriving late to these events is NOT acceptable and can be a huge factor in a teams' success.
- To ensure a smooth, low stress, and enjoyable day(s) of competition, all athletes should arrive early and on time to all scheduled meeting times. This helps us to anticipate any changes that are made to the schedule by the event producer.
- Any changes or updates regarding the event will be posted on the Starstruck group Facebook page, GroupMe app or text.
- Athletes are to arrive in full uniform and make-up, ready to perform.
- Any and all jewelry is not allowed during warm up or on the competition floor. Coaches are not responsible for holding piercings or jewelry backstage. Besides being a safety hazard, this could result in our teams being severely penalized by the event producer. Please plan any piercings around the fact that you will NOT be allowed to wear jewelry on competition day. "But it might close up" is NOT an acceptable reason to risk penalizing your entire team. Taping over piercing is NOT allowed. Go to a piercing shop prior to competition and get them removed.
- Per USASF, all athletes wearing crop top uniforms must cover midribs at all times, before and after their performance. Athletes can remove shirts in route to specified team warm-up time.
- Seating at each event will vary. Athletes must sit together in the designated area with each other and the staff. Friends and family are asked to sit together or come down to the designated area to support all performing Starstruck teams. Starstruck apparel is requested to be worn by attending family, friends, and spectators.
- While we appreciate the support of attending friends and family, we ask that we keep interaction with the athletes to a minimum to keep them focused and unified with their teammates prior to their performance.
- Per USASF, no one other than the coaches and athletes will be allowed backstage at any cheer event. All coaches and gym directors have gone through a series of credentialing and background checks to be backstage with athletes.
- Every athlete is required to watch and cheer for every other Starstruck Cheer and Dance team each day at each event. This likely means you will have to arrive earlier or leave later than required for your own performance/awards. Each day at competition is estimated from 7AM till 11PM until we receive a schedule from the event producer.
- PARENTS, your support is also strongly encouraged and can affect the overall scoring of each of our performing teams. Due to this we ask that all friends and family join the athletes in the designated VIP viewing area for every Starstruck performance at each event. If a designated area is not provided we ask that you, please sit near each other and yell/show support from your seats.
- Poor sportsmanship by athletes or parents may cause dismissal from the program or other consequences. This includes, but is not limited to, bad-mouthing other teams, athletes, parents, or the judges.

- The coaches' main priority at competitions is to safely prepare the athletes for their performances. After that, our next priority is to yell for and support our teams as they perform. This unfortunately means that, depending on the schedule, all of a team's coaches may not be able to stand with the teams as their awards are handed out, or, in rare cases (at events with multiple venues) during the performances. We will do everything to get as many of the coaches there, but sometimes it simply is not possible.

#### AWARDS CEREMONIES

- All athletes must be present in full uniform and program shirt or team jersey during an award ceremony unless otherwise stated. Athletes who are not present for the awards ceremony may suffer consequences at the next practice. Consequences will be decided by the coaches. Removal from the program is a possibility.
- Please make sure your athlete always has a program shirt with them at every event as well for in between performances.
- All athletes are expected to display a high level of sportsmanship, applaud for every team placement, wait for their team's announcement and to congratulate all winners.
- Cell phones are NOT allowed during any awards ceremony.
- **IMPORTANT:** In the event the team is outscored by another in their division, athletes should make a point to graciously congratulate the other teams in their division. In the event our team has the highest score, athletes will sit with their team and should not celebrate until their name is specifically called. The second-place team deserves their moment of recognition. Immediately celebrating a win when they call the second-place team is considered by many to be in poor taste. Our program motto "We will win with grace and loose with dignity."
- Parents, relatives, friends and cheerleaders/dancers are never allowed to speak with competition officials for any reason at any time. If you have an issue or concern that you wish to address about a competition, please contact your team coach or gym director. Parents are never allowed to represent Starstruck without specific permission from the Mike or Tera DeGuzman concerning accommodations, competitions or any other situation. This can and likely will cause deductions for any of our teams and/or the program.

#### UNDERSTANDING THE SCORE

- Although the industry has recently adapted a universal scoring system, it can make it difficult for parents, athletes, and even coaches at times to fully explain or understand the results. Team scores are a combination of several factors including things like difficulty, technique, execution, choreography and performance. Very often just "hitting" your routine doesn't guarantee you the highest score.
- Our directors and coaches go through extensive hours of training year after year to prepare for each season. After each Starstruck performance, the coaches will unite to dissect the judges scores and comments and to better ourselves and our athletes.
- At each event, there are "panel judges" whose scores are combined to produce a "raw score". Unlike other sports, like gymnastics, this is NOT simply a factor of adding up the various skill elements in a routine. This score includes subjective factors like the evaluation of technique, creativity and incorporation.
- There are usually a separate set of "deduction" judges who look for obvious mistakes and rule violations. They will then give deductions that are taken off of the "raw score" to produce a team's "final score." Very often, mistakes will hurt your raw score AND cause deductions to be taken, essentially penalizing the team twice for the same mistakes. Fair or not, this is simply a part of the sport.
- Please do not assume responsibility for explaining scoring or results to another parent or an athlete. If you hear of a discussion or question, please refer them directly to the team coach or director.

#### MISCELLANEOUS

- The name "Starstruck Cheer and Dance", "Starstruck" and any of our logos may not be used by any person(s) unless granted permission. Permission is required from Mike or Tera DeGuzman before anyone may duplicate, copy, advertise, sell or barter any product or service that involves, uses, or displays our name and/or logo. All sales involving Starstruck merchandise of any kind, must go through Starstruck Cheer and Dance. We have spent over a decade developing our program and are very particular about how it is presented.
- Each athlete must have a Facebook representative locate and request membership to the Starstruck closed group page on Facebook. This is where we will communicate and share information to our current athletes and their families. Video posting on the Starstruck Cheer and Dance closed group page is allowed.
- Starstruck will use the GroupMe app as another means to communicate and share information to our current athletes and their families.

- If you have a problem or concern, please speak to the coach. Complaining to other parents cannot solve your problem, nor can we solve them if we do not know about them. If you respect us enough to allow us to play a large role in your child’s life, please respect us enough to know that we have your child’s best interest at heart.

**THE D2 SUMMIT - VARSITY ALL LEVELS CHAMPIONSHIP**

For our Youth, Junior and Senior cheer participants, levels 1 through 5-Restricted a bid invitation to the Summit or D2 Summit will be a goal for the season. Athletes on those teams should, for financial planning purposes, assume that they will attend the D2 Summit on an “at large” bid. (“At large” means that you have qualified, but must pay your own way.) Typical cost for hotel, registration, and flights is around \$1,500.00 per person. If your team is fortunate enough to receive a “paid” bid, then you will have a portion of your expenses paid. (“Paid” bid teams will still owe a portion of their expenses as the “paid” portion of the bid does not completely cover all the expenses of the trip.)

- Currently, D2 refers to division 2 and is solely for the gym locations with 125 or less cheer athletes enrolled in their program. This event will take place in Orlando, FL.
- All teams’ rosters are potentially flexible. Simply being on the floor when a team receives a bid is no guarantee that you will also take the floor at one of the Summit events. Make all reservations and travel arrangements refundable until you get confirmation from a coach that you and/or your team has received a bid and are definitely going.
- Athletes will be required to stay at a hotel location designated by the coaches, together.
- A parent or guardian should also plan to attend the event as a chaperone (approximately \$1,500.00 per attendee). If you cannot attend with your child, it will be your responsibly to find someone to accept responsibility for them during the trip. This cannot be a Starstruck staff member.
- Should any team receive a bid, financial information, travel details, etc. will be provided. Substitute and alternate positions will be left up solely to the coach and program directors. Fees are usually due with 7-14 days of receiving a summit bid. Bids will be given between December 2018 and April 2019.
- D2 summit tentative dates are the second weekend of May 2019, plus travel dates 1 to 2 dates before and after performance dates.

**MARK YOUR CALENDARS FOR THE 2018-2019 SEASON!** *(all dates are subject to change):*

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| • April 28-29, 2018                        | Skills Assessments – See times for details                          |
| • May 18-20, 2018                          | Skills Assessments – by appointment                                 |
| • May 22 and/or 23, 2018                   | <b>Tentative</b> Welcome Date (uniform fittings & deposit due date) |
| • <b>June 4, 2017</b>                      | <b>1<sup>st</sup> day of Team Practices</b>                         |
| • <b>June 26-29, 2018</b>                  | <b>Cheer Camp Week</b>  |
| • June 30, 2018                            | Starstruck Fun Day Getaway  |
| • <b>July 4-5, 2018</b>                    | <b>GYM CLOSED – Independence Holiday</b>                            |
| • <b>July 21-August 5, 2018</b>            | <b>GYM CLOSED – Summer Break</b>                                    |
| • <b>August 17-19, 2018</b>                | <b>Choreography Camp for Prep &amp; Elite Teams</b>                 |
| • <b>September 3, 2018</b>                 | <b>GYM CLOSED – Labor Holiday</b>                                   |
| • October/November                         | Program Showcase before 1 <sup>st</sup> competition                 |
| • <b>October 31, 2018</b>                  | <b>GYM CLOSED – Halloween</b>                                       |
| • <b>November 21-24, 2018</b>              | <b>GYM CLOSED – Thanksgiving Holiday</b>                            |
| • <b>December 21, 2018-January 2, 2019</b> | <b>GYM CLOSED – Christmas Holiday</b>                               |
| • January/February 2019                    | Picture Day   |
| • April 2019                               | Season Send Off   |
| • April 2019                               | End of the Year Event   |

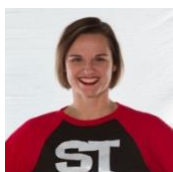


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 Office Hours: M-TH 4:00-7:00,  
 F-SU by appointment

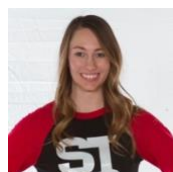
*For additional details reardina our staff please check out our website. [StarstruckCD.com](http://StarstruckCD.com).*



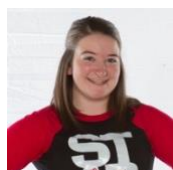
**Mike DeGuzman**



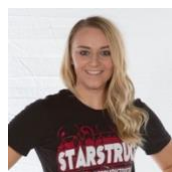
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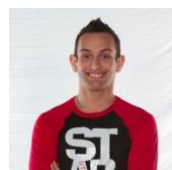
**Macie Adams**



**Brianna Chaffey**



**Kailee Goss**



**Matthew Schroeder**