

A constitution is an absolute necessity for the success of any program. It should clearly state all rules and regulations administered by the school and by your organization. This can be done in an outline or paragraph form. The more specific your constitution, the less problems you'll encounter when handling a financial or disciplinary situation. Cheerleaders, dancers and parents will understand from the beginning what your expectations are and you will be protected by an agreement that they have signed.

Sample Constitution:

I. Organization

- A. This Constitution has been written and adopted for the _____
_____ (name of team here). The team and its Constitution are governed by _____ (name of team here) High School/Middle School and the _____ (team name here) members.
- B. Henceforth, the name of the organization shall be _____
_____ (team name here).
- C. The purpose of the _____ (team name) is to:
 1. Create school spirit, pride and loyalty.
 2. Promote interest in school activities and perform at school games.
 3. Develop responsibility, teach self-respect, encourage honest effort, strive for perfection and develop character.
 4. Teach teamwork and pride in a quality performance through maintaining high standards.
- D. An Advisor will be hired by the _____ (school name) principal.
 1. The Advisor will be responsible for the daily running and activities of the _____ (team name).
 2. The Advisor will be responsible for administering all disciplinary procedures.
 3. The Advisor, with the team leader's approval, may place certain restrictions on team members.

II. Eligibility

- A. Each member must maintain a _____ grade point average.
- B. Each member must submit a completed Application Form and Parental Consent/Medical Release Form BEFORE the annual tryouts take place.
 1. The form must be signed by the candidate.
 2. The form must be signed by the parent/guardian.
- C. The team shall consist of a minimum of _____ and a minimum of _____ team members.
- D. There will be no more than _____ team members listed as Alternate.
- E. There will be no more than _____ Captains.

III. Attendance

- A. All students who participate in school activities must be in regular full-day attendance the day the activity is scheduled.
 - 1. Full-day attendance is from the beginning of the first hour and remaining until the close of the last hour of classes.
- B. To participate in a practice, a student must attend school _____ hours.
 - 1. This must be fully documented with the Attendance Secretary.
- C. If a member is ill and misses ANY activity, he/she must be HOME or seeing medical appointments.
- D. If a member misses ANY practice, he/she will automatically be replaced by an Alternate for that particular performance.
 - 1. An absence must be documented by the parent in writing with the Attendance Secretary.
 - 2. All doctor appointments, etc. should be scheduled so they do not interfere with _____ team activities.
- E. All alternates will attend all practices and performances.
 - 1. Alternate performing order will be established on an alphabetical rotating basis.
 - 2. If an Alternate misses an activity, she will drop to the bottom of the rotating order.
 - 3. All absences must be documented in writing by the parent with the Attendance Secretary.
- F. All members must attend each activity in its entirety.
- G. Work is not considered an excuse for missing any activity.

IV. Uniform

- A. Each member will be expected to provide practice and performance uniforms..
 - 1. A complete list will be given to each candidate at tryouts.
 - 2. Any financial problems should be discussed with the Advisor.
- B. Each member will be required to maintain good condition and cleanliness of his/he uniform on a weekly basis.
- C. Footwear and accessories such as makeup, bloomers, ribbons, shoes, etc. will be purchased by each member.

V. Medical

- A. Each member must have a complete physical exam before the first scheduled performance.
- B. A copy of the school medical form can be obtained from the school nurse or athletic trainer.
- C. A member must also have a completed medical emergency form on file with the Advisor.
 - 1. The advisor must have these forms in her possession at all times.
 - 2. The forms can be obtained from the school nurse or Advisor.

VI. Character

- A. Team members should be leaders within the school and set a good example at all times.
- B. Team members should be above reproach maintaining good personal appearance and habits that cannot be criticized.
 - 1. Smoking, drinking and/or drug use are grounds for suspension or dismissal by the Advisor.
 - 2. Each member must abide by those standards set by _____ (school name) which are found in the Student Handbook on page _____.
- C. A member must be courteous and friendly to all other team members as well as the student body.
- D. A member must be courteous and friendly to other teams and visitors.
- E. A member must be respectful to the Advisor and a credit to the school.

VII. Points/Demerits

- A. Points or demerits will be used as a disciplinary tool.
- B. They will be given by the Advisor at the suggestion of the Captain.
- C. Three points will result in a removal from a performance.
- D. Six points will result in suspension for two weeks.
- E. Twelve points will result in dismissal from the team.
 - 1. Tardiness at any activity.
 - 2. Chewing gum in practice or in uniform.
 - 3. Uniform inspection.
 - 4. Disrespect toward Advisor or team/captain.
 - 5. No identification on uniform or its accessories.
 - 6. Inappropriate practice uniform.
 - A. This would include any piece of the uniform.
 - B. This would also include inappropriate hair.
 - 7. Forgotten props or accessories.
 - 8. Inappropriate performance makeup.
 - 9. Absence which will also result in removal from performance.
- G. Three points will be given for:
 - 1. Unexcused absence
 - 2. Use of inappropriate language in uniform.
 - 3. Gossiping in uniform.
- H. Six points or Suspension will be issued for violation of above demerits totaling six points for:
 - 1. Smoking in uniform (Some schools consider possession on school grounds or at any activity, grounds for suspension – check with your administration).
 - 2. Lack of minimal grade requirements.
- I. The following violations will result in automatic dismissal:
 - 1. Drinking in Uniform.
 - 2. Drug use in uniform.

- J. Suspension means not attending any team function for two weeks.
 - 1. Upon resuming team activities, the member will become an Alternate for one week and be ineligible to perform.
 - 2. After completion of the "Alternate Week" the member can resume regularly scheduled activities.
 - 3. Two suspensions or twelve points/demerits will result in dismissal from the team.
- K. Any school detention or school imposed discipline will be frowned upon by the team.
 - 1. School detention, etc. will not be considered an excuse for missing any team practice or scheduled activity. Three points/demerits will be issued for such violation.

VIII. Team Captains

SCA recommends outlining the roles and responsibilities of your Team Captains here. Although their duties and selection process is specific to each program, a summary of their functions should be noted in the constitution.

IX. Booster Club

- A. When students become members of the _____ team their parents automatically become members of the _____ Booster Club.
- B. The Booster Club will be governed by officers as denoted in the organization by-laws.
- C. By-laws will be written and voted upon by the organization's members.
- D. There will be functioning committees within the organization.
- E. Voting members of the organization will pay _____ in annual dues.

X. Camp

- A. All members are required to attend summer camp.
- B. Camp will be held at _____ from _____ to _____.
 - 1. Transportation will be provided for campers (carpool).
 - 2. Cost will be _____ which includes instruction, room and board.
 - 3. (information about fund raising might be included here).

XI. Fund Raising

- A. All members are required to participate in all fund raising which is generated by the team and/or the Booster Club.
- B. There will be set goals for each member to attain in their fund raising activities.
- C. (Note specific fund raisers to help offset camp costs, uniform expenses, etc)