



**2024-2025**  
**OC Elite Cheer**  
**Parent/Athlete Handbook**  
Elite Program

Owner/Director: Brooke Smith  
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[www.ocelitecheer.com](http://www.ocelitecheer.com)  
(714) 262-1810

If you'd like to join an amazing Competitive Cheer team whose program showcases amazing stunts, transitions, and routines then OC Elite is the place for you!!!  
We offer both Competitive and Recreational Cheer, Dance and Tumbling.

OCE BAND PAGE



OCE INSTAGRAM



OCE VENMO



\*Make sure to **SCAN** and follow the **OCE BAND page** + your team Band page– this is our main form of communication

\_\_\_\_\_ INITIAL

**TEAM PRACTICE DAYS & TIMES:** Calendars will be provided well in advance to allow families to schedule appointments, vacations, etc. Please understand that we do our very best to provide the most accurate schedules possible, however schedule changes can and will occur based on team or coaching needs. Exact teams and levels will be determined based on the results of tryouts. Teams or individual athletes may be combined, removed, or added over the season (as necessary) to meet the needs of the athletes & teams. Everyone makes a team; team placement is based off age and skill level. Staff reserves the right to place athletes as they see fit.

**POTENTIAL 2024-25 Teams & Schedules shown below (tentative, finalized @ Welcome party):**

**6u-** (Age 5-6) Tuesday + Thursday @ 5:00-6:00pm – Lev 1

**8u** - (Age 6-8) Tuesday + Thursday @ 5:45-7:15pm – Lev 1

**12u-** (Age 12 & under)- Monday + Wednesday @ 5:45-7:15pm - Lev 1

**Lev 2** - (Age 16 & under) – Monday + Wednesday @ 7:15-8:45pm – Level 2 Advanced

**Senior 1-** (Age 18 & under) Tuesday + Thursday @ 6:00-7:30pm – Level 1

**Lev 3 or 4** - (Age 18 & under) – Monday + Wednesday @ 7:00-9:00pm – Level 3-4 Advanced

**Travel 10u** - (TRAVEL team, Age 10 & under) – Monday + Wednesday 5:45-7:15pm – Lev 1 Advanced

**Travel 18u** - (TRAVEL team, Age 18 & under) – Tuesday + Thursday 6:00-7:30pm – Lev 1 Advanced

\*1 weekly Tumbling class is included in the cost of tuition– please select your tumbling class @ Welcome Party.

**All Elite Teams must attend their weekly tumbling class;** tumbling classes count for allowed number of absences.

**CROSSOVERS:**

It is very common in the competitive cheer industry to have cheerleaders compete on more than one team. We will be asking some of our cheerleaders to crossover to help teams be more successful or athletes may request to participate on more than one team. There will be a \$45 tuition charge per month for crossing over to a 2nd team, as well as additional competition, bow, music & choreography fees (see payment agreement schedule). Tuition will be based on the team with the highest tuition; the second team will be \$45 per month. Crossovers rates apply to cheer teams only, not dance teams.

**OC Elite Team Practices:**

All practices are MANDATORY! 100% commitment is expected and required of every team member. If for any reason you cannot attend a practice, **you must message your COACH on the BAND page or text the OC Elite office at 714-262-1810.** Missing excessive practices hampers progress of the entire team. Members may be removed from the team due to excessive absences and/or tardiness. Team members are allowed **no more than 5 cheer team absences and 5 tumbling class absences** from the month of September 2024- May 2024<sup>5</sup> If a team member has excessive unexcused absences during the summer, they will be removed from the competition team. If you will be taking a vacation, please notify your coach and the front office staff at least 2 weeks prior to your vacation. Coaches have the authority to remove a team member at any time for consecutive absences. **Athletes will not be allowed to miss practice the week of a competition for any reason other than a contagious illness;** missing practice the week of a competition will be grounds for immediate dismissal from their team(s). If an athlete is sick the week of competition, a doctor's note must be provided; it will be at the coach's discretion to allow them to compete that week. If additional practices are needed for the team, additional practice fees will apply.

**CODE OF CONDUCT:** A successful program is made up of a family of athletes working toward the same goals. In addition to our cheerleaders being Champions on the floor, we believe that it is also extremely important to show that our program is comprised of Champions OFF the floor as well.

As cheerleaders, parents, and coaches, we are ALL representing our program at all times- individually and collectively. It is extremely important that we are respectful to everyone, at all times. EVERY representative of this program – parents & cheerleaders alike – are expected to behave in a manner that reflects our spirit of superior sportsmanship, courtesy and enthusiasm – even when the results aren't what we wanted.

The golden rule of treating others in a way you would like to be treated applies in our program. Unfortunately, the negative actions or words of just one person can taint the reputation of our entire program. If a parent or athlete is reflecting negatively toward the program or its athletes, they will be removed from the program.

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**Cheerleading** is very competitive, physical, and strenuous. To be successful, athletes are expected to be in top physical condition. This includes flexibility, strength, and endurance. We take precautionary measures to limit injuries, however we also expect that athletes respect their bodies. Athletes are expected to refrain from the use of tobacco, alcohol, vaping, illegal drugs, or any other substances. To protect the integrity of our program, OC Elite reserves the right to remove or refine placement of any athlete due to attendance, conduct, skills, finances, or parent conflicts.

**SOCIAL NETWORKING:**

Instagram, Facebook, Websites, Chat Rooms, Blogs, etc. have all been very beneficial to the cheerleading industry, however it also becomes quite easy to destroy a reputation with these tools. Trash talking, profanities, negativity, and any inappropriate comments about any team, coach or athlete in ANY program is unacceptable. All athletes and parents are expected to maintain appropriate decorum when using these tools. Athletes must keep clean and respectful social media pages; if athletes or parents are not representing OC Elite in a professional manner, you may be asked to change your social media pages. If you post negative comments about OC Elite, you will be dismissed from the team.

**In the name of confidentiality, we require that our athletes and their friends and families do not post videos of any OC Elite's routines on YouTube or any other social networking site.** You are welcome to post still photos, however NO VIDEO may be posted until after the final competition of the season. While we understand that we cannot control what others do, we respectfully request this of our own families.

**MONTHLY TUITION FEES:** Tuition is based on an 11-month period, paid in 11 equal monthly increments **June 2024 through May 2025**. There may be months that have more practices than others and additional practices may be added based on individual team needs throughout the year to assure team readiness. Typically, additional practices may be added in the months of November, December and prior to National Events. **If a Holiday or gym closure should occur on your practice date, there will not be a change in tuition, and makeup classes will not be offered.** If an athlete is injured, they are still responsible for paying monthly tuition. If an athlete should quit or is dismissed for breach of contract prior to their 11-month commitment, they will be fined a \$200 early termination fee (auto charge). Registration, competition, and uniform fees are non-refundable; if an athlete quits or gets dismissed from the team, they will not receive a refund. Uniforms and other merchandise will not be given to an athlete who has an outstanding balance or owes an early termination fee/breach of contract fee.

The season begins **June 3, 2024, and ends May 11, 2025**. OC Elite will be **closed 2 weeks in the Summer on June 17-22 and July 22-26** so that athletes and their families may vacation during this period. Other closures include Labor Day (Sept 2), Thanksgiving Break (Nov 25-30), Winter break (Dec 23-Jan 4), President's Day (Feb 17), Spring break (March 17-22). Closures above are accounted for in the cost of tuition. Tuition will not be prorated and remains the same every month.

**PAYMENT PROCESS:**

**Tuition is due by the 1st of every month.** If payments are not received by the 7th of the month, you will be charged a \$10.00 late fee each week that the account has an outstanding balance. Athletes with a past due balance of 30 days will be removed from the team without a refund.

**Returned Check Policy:** If a check is returned due to insufficient funds, a \$35 fee will be imposed upon the parent. Venmo, cash and checks accepted. Credit Card accepted; processing fee of 3% added for all purchases other than tuition.

**SIBLING DISCOUNTS:**

Sibling discounts are offered for families with multiple cheerleaders. After paying full price tuition for the 1st child, you will receive \$35 off the cost of the 2/3/4 child's team tuition.

### **TUMBLING SKILLS:**

Tumbling has become increasingly important in competitive cheer and OC Elite is continuing to place an emphasis on tumbling this year. Realizing the value of having skilled tumblers within our program, tumbling is mandatory. Tuition includes one weekly tumbling class; athletes will need to enroll into a level appropriate tumbling class once they have been placed on a team.

### **CHEER CAMP:**

Cheer Camp is mandatory for all competitive ELITE teams. Cheer Camp is 2-days, located at OC Elite in the month of July (see camp schedule). Cost is \$150 and includes 2 days of 3-4 hour instruction as well as 2 camp shirts; athletes must provide their own black cheer shorts both days. Parents will be responsible for transportation to and from camp. Campers will need to pack a snack.

### **MUSIC FEES:**

The music used for all OC Elite routines is custom mixed by some of the most reputable professionals in the industry. Each team will have music custom fit to the routine being performed. While some programs choose to combine this charge into other expenses and increase the costs of other fees, we have elected define this expense separately to avoid confusion and clarify the service for which you are paying. Each Cheer team will pay one Custom Music Fee (regardless of the number of athletes). Music Fees will include any and all revisions, voiceovers, specialization, necessary licensing authorizations, etc, and are averaged among all OCE teams.

### **UNIFORMS:**

Uniforms are mandatory items and include uniform, cheer shoes (style TBA), & competition bow. Warm-ups are optional, but athletes will not be able to wear any other pants or jackets to competition. Uniform payments are non-refundable; if athlete quits or is removed from the team they will not be refunded. Uniforms will not be given to athletes if they have an outstanding balance or owe an early termination fee/breach of contract.

### **SQUAD PLACEMENT AND REMOVAL POLICY**

- Please note that no athlete has an absolute guarantee of a spot in a performance or competition; if absences occur, the cheerleader may be removed from a routine or placed in a different position.
- After Evaluations take place, athletes will be assigned a level team at the Welcome Party; level teams are temporary until team placements are announced on June 14 @ 6pm. Athletes may be moved to a lower or higher-level team based on performance and attendance.
- Please note that athletes may be removed from the team at any time for reasons that may include, but are not limited to:
  - Attitude problems – athlete or parent
  - Excessive absences or tardiness
  - Lack of work ethic
  - Lack of financial responsibility
  - Personality conflicts between athletes, coaches, parents, or anyone involved in our program
- In most circumstances the athlete and his/her parents would be notified of a potential problem before dismissal would occur so that they may rectify the situation. There is zero tolerance for bullying; a student may be dismissed without notice for bullying another athlete (this is up to the owners/coach's digression).
  - **Athletes are never guaranteed a specific stunting position on a squad, such as flying or basing. Coaches' decisions regarding these positions are final.**
  - The Coaches will be placing the cheerleaders in stunting positions. It is unacceptable to demand your child be in a certain position. It is the coach's job to make a decision where they will be placed.
  - **If an athlete is removed from their team for breach of contract or quits their team and does not fulfill their 11-month commitment, an early termination fee of \$200.00 will be auto charged upon quitting or being removed for breach of contract. Unpaid balances will be sent to collections.**

**COMPETITIONS:** OC Elite will be attending several local competitions, two out of state competitions in Las Vegas, plus 2 showcases. Competitions and showcases are mandatory. Please note that the competition schedule is subject to change at the discretion of the OC Elite Director depending on the event schedules, team needs, quality of events, etc. Please understand that any changes that may be required will be based on the best interest of our program. While we fully anticipate participating in every competition on our schedule, please be aware that any competitions cancelled or removed from the schedule due to acts of nature, injuries, ability to compete safely, etc. will NOT be refunded. We appreciate your flexibility in the event that changes are necessary. Competition schedules are posted in September and competition season runs November 2024– May 2025. If a competition changes their date or location after it is on the schedule, you will still be required to attend. **Athletes must arrive to competitions on time and are required to stay for awards ceremonies. Athletes who arrive 5-15 minutes late to a competition (meet time) will be charged a \$50 LATE ARRIVAL fee and will be on probation (due before competing); if late again, they will be dismissed from the team.**

#### **COMPETITION FEES:**

Costs will cover competition registration fees and coaching fees/travel expenses. It is important that timely payments are received so that we can take advantage of early registration discounts and avoid additional fees. Competition fees are non-refundable; if athletes quit or are removed from the team, competition fees will not be refunded.

- **ALL COMPETITIONS are MANDATORY. If a cheerleader misses a competition for any reason other than severe illness with a doctor's note, or OC Elite approved 'family emergency' (at the discretion of OCE owner), they will be removed from the competition team, no exceptions. All athletes are required to attend the award ceremonies at competitions.**

#### **PRACTICE CLOTHES:**

Cheerleaders must come to practice prepared to cheer and engage in athletic activity. OC Elite 2024-25 dress code includes form fitting athletic clothes, sports bra, hair in high ponytail, socks w/cheer shoes.

Hair needs to be worn securely up and away from the face and neck into a ponytail. No claw clips or hair accessories that protrude from the head. **All jewelry must be removed:** this includes, but is not limited to, piercings (of any kind), necklaces, bracelets, watches, and rings. Fingernails need to be kept short and fake nails will not be permitted. Cheer shoes must be worn at all practices.

Parents/Guardians may not make their own "spirit wear" or promote their own "pro shop." Anyone using the OC Elite Cheer logo or name without expressed written consent by the owner will be asked to leave the program.



## 2024-25 OC ELITE RULES AND REGULATIONS CONTRACT

I \_\_\_\_\_ have read, understand, and agree without exceptions to abide by the  
Cheerleader's Name

OC Elite Parent and Athlete Handbook. I understand that consequences shall occur for not following the set forth rules and regulations.

\_\_\_\_\_  
Cheerleader's Signature

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

By signing below, both Athlete and Parent agree to:

1. Encourage good sportsmanship by demonstrating positive support for all teams, coaches, and officials at each practice and competition.
2. Teach my child that doing one's best is more important than winning.
3. Not ridicule or yell at my cheerleader or other participants and/or staff for making a mistake or blame my child and/or his/her teammates for placement in a competition.
4. Emphasize positive accomplishments and learning from mistakes.
5. Be a positive role model for my athlete.
6. Respect the decisions of the coaches and officials and teach my child to do the same.
7. Ensure my child arrives at least **10** minutes early to all practices, events, and competitions. If I am late to a competition, I understand and agree to the late fee policy, and understand I will immediately be removed from the team without refunds if later than 15 minutes.
8. Understand all competitions and award ceremonies are mandatory to attend.
9. Teach my child to resolve conflicts without resorting to hostility, violence, or bullying.
10. Bring any issues immediately to the attention of OC Elite Cheer Director/Owner at an appropriate time and not solicit support from other cheer parents.
11. Not post competition music or negative comments on the internet (i.e., YouTube, Facebook, etc)
12. Uphold the OC Elite Cheer dress code and image at all times while at practice, in public, at events/competitions, especially while in uniform.
13. Not engage in negative commentary at practices or any event where OC Elite Cheer is participating (this includes inside the parent room, as well as outside of the gym).
14. Understand and agree to the absence policy
15. Understand Early termination fee of \$200.00 for quitting early or breach of contract fee.
16. Understand and agree to 2024-25 OC Elite Payment Agreement Schedule (page 8). Balances past 30 days are grounds for dismissal.

I/We, \_\_\_\_\_, have read,

**(Print parent/guardians names)**

**understand, and agree without exceptions to abide by the OC Elite Parent and Athlete Handbook.**

**I/We understand that if I/we don't follow the rules set forth in this contract, I/we may be asked to leave the program, forfeiting any payments. If the 11-month commitment is terminated or I breach the contract, I understand and agree that there will be a \$200 fine automatically charged to the card on file upon leaving/dismissal.**

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### 2024-2025 OCE ATHLETE REGISTRATION FORM

Student's Name (first and last): \_\_\_\_\_ Age: \_\_\_\_\_  
Grade Level Fall 2024 \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Mother/Guardian's Name (first and last): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

Father/Guardian's Name (first and last): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Additional Emergency Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

#### Medical Information

Family Doctor: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Insurance Company: \_\_\_\_\_  
Policy #: \_\_\_\_\_

**Heart Condition:** yes no **Asthma:** yes no **Diabetes:** yes no **Allergies:** yes no **Convulsions:** yes no  
Medications currently taking: \_\_\_\_\_

Any pre-existing injuries: \_\_\_\_\_  
Allergies: \_\_\_\_\_  
How did you hear about OC Elite Cheer? \_\_\_\_\_ Internet Search \_\_\_\_\_ IG \_\_\_\_\_ Facebook  
Referred by \_\_\_\_\_

#### Release of Liability

By permitting my child to participate in the OC Elite Cheer All Stars program or Tumble Class (or by my participation) I understand the fact that participation in cheerleading and tumbling involves a certain degree of risk of injury to participant. I agree to assume such risk, and hereby release OC Elite Cheer All Stars, its owners, employees, jointly and severally, from any and all personal injury claims arising through or from participation in activities as a student of OC Elite Cheer All Stars. I also understand that I am expected to carry accident and/or medical insurance on the above registered student and/or myself and that such insurance is not provided by OC Elite Cheer All Stars.

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTOOD THE FOREGOING.

I do hereby allow \_\_\_\_\_ (athletes name) to fully participate in OC Elite Cheer All-Stars program and release all liability.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Parent/Guardian Name: \_\_\_\_\_

\_\_\_\_\_ INITIAL



# 2024-25 PAYMENT AGREEMENT SCHEDULE

## ELITE CHEER TEAMS

Payments are Due the 1<sup>st</sup> of the month

**May** – Cheer Camp (**\$150**) + Registration/Evaluation fee (**\$75-100**)

**June** – Uniform (\$250 1<sup>st</sup> installment of uniform) + Tuition (\$240)

**July** – Uniform (\$250 2<sup>nd</sup> installment of uniform) + Tuition (\$240)

**August** – **\$240** Tuition

**September** - **\$240** Tuition

**October** - **\$240** Tuition

**November** – **\$240** Tuition

**December** – **\$240** Tuition

**January** – **\$240** Tuition

**February** – **\$240** Tuition

**March** – **\$240** Tuition

**April** – **\$240** Tuition

### PRICING ABOVE IS AN ALL-INCLUSIVE PRICING

\*Includes monthly tuition, competition hair bow, choreography, licensed cheer music, 6-7 competition fee's, coaches fees, and team photo (from picture day).

\*Uniform for Elite will be the same as the 2023-24 season (omit uniform cost if you already own the Elite uniform)

*\*Level 4 teams please add \$10 per month for tuition (\$250); Level has a different (new) uniform*

*\*Travel team tuition is \$275/m - includes 8-9 competitions (QUEST- Florida comp is NOT included in price)*

**Mandatory items not included in above monthly cost:** Nfinity Cheer shoes and competition make up by MAC. 4 eyeshadows: Shroom, Steamy, Stormwatch, Sandstone / Blush: Gentle / Lipstick: Ruby True

### Optional Items (not mandatory)

- Warm-Ups = \$140-165 approximately
- OCE Duffle Bag or Backpack (price varies)

### Crossovers (If you are on 2 teams):

- Tuition \$45 a month for the 2<sup>nd</sup> team you are enrolled in
- Additional Competition fees for crossovers is approximately \$500 for the 2nd team
- Bow, Music Fee, Choreography (x2)
- Team Photo (x2), banquet/Christmas coaches' gift x2

\*Total from all crossover fees listed above add approx \$113/monthly (June 2024-april 2025)

Any returning cheerleaders with residual balances from the 2023-2024 season must pay their accounts *in full* to participate in tryouts for the 2024-2025 season. Payments may be made using Cash, Check or Venmo (include Athletes name and team in notes on Venmo). Do NOT mark Venmo as goods/service or a 3% fee will apply.

**\*\*Credit Cards 3% charge for all items other than tuition.**

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# One (1) Time Credit Card Payment Authorization

Sign and complete this form to authorize OC Elite Cheer to make a one-time charge to your credit card listed below.

By signing this form, you give us permission to debit your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

I \_\_\_\_\_ authorize OC Elite Cheer All Stars to charge my  
(Cardholder's Full Name) (Merchant's Name)  
credit card account indicated below for \$ 200.00 on Date I Breach my 2024-25 OCE Contract  
(Amount \$) (Date)

### Early Termination or Breach of OCE 2024-25 Elite Contract

This payment is for \_\_\_\_\_.  
(Description of Goods/Services)

## Billing Information

Billing Address \_\_\_\_\_ Phone # \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

## Card Details

Visa  MasterCard  Discover  American Express

Cardholder Name \_\_\_\_\_  
Account/CC Number \_\_\_\_\_  
Expiration Date \_\_\_\_ / \_\_\_\_  
CVV \_\_\_\_\_  
Zip Code \_\_\_\_\_

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one (1) time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
(cardholder)

