



2024-2025
OC Elite Cheer
Parent/Athlete Handbook
Pom Team

Owner/Director: Brooke Smith
ocelitecheer@yahoo.com
www.ocelitecheer.com
(714) 262-1810

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

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

OCE BAND PAGE



OCE INSTAGRAM



OCE VENMO



Parent 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.

2023-24 POM TEAMS (TENTATIVE TEAMS/DAYS/TIMES)

- **6u** – Ages 5-6 – Weds 4-5pm
- **8 /10u** – Ages 7-10 – Monday 4-5:15 or Friday 4-5:30 TBD
- **16u** – Ages 11-16 – Fridays 5:30-7pm

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 BAND and inform them of your absence.** Missing excessive practices hampers progress of the entire team. Members may be removed from the team due to excessive absenteeism and/or tardiness. Team members are allowed **no more than 5 absences** from the month of September 2024- May 2025. If a team member has excessive unexcused absences during the summer, they will not be allowed to be part of the competition team. If you will be taking a vacation, please notify your coaching 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;** a doctor's note must be provided should they be ill. If additional practices are needed for the team, additional practice fees of \$15 per practice will apply.

For safety reasons and to help our cheerleaders and coaches remain focused, no parents will be allowed on the cheer/dance floor. Parents will be able to view from the designated Parent room only.

CODE OF CONDUCT: A successful program is made up of a family of athletes working toward the same goals. In addition to our dancers 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 dancers, 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. EVERY representative of this program – parents & dancers 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.

SOCIAL NETWORKING:

Instagram, Facebook, Websites, Chat Rooms, Blogs, etc. have all been very beneficial to the dance 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.

Parent Initial _____

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 a 10.5-month period, paid in 10 equal monthly increments **July 2024 through April 2025**. There may be some 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 may or may not be offered. If an athlete is injured, they are still responsible for paying monthly tuition. If an athlete should quit prior to their 10.5-month commitment, they will be fined a \$200 early termination fee (auto charge). Competition and uniform fees are non-refundable; if an athlete quits or gets dismissed from the team, they will not receive a refund.

The season begins the first week of **July 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.

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 to define this expense separately to avoid confusion and clarify the service for which you are paying. Each dance team will pay one Custom Music Fee (regardless of the number of athletes). Music Fees will include all revisions, voiceovers, specialization, necessary licensing authorizations, etc.

COSTUME/UNIFORM:

Costume/uniforms are mandatory items and include costume/uniform, hair accessory, and Pom poms. Warm-ups are optional, but athletes will not be able to wear any other pants or jackets to competition. Costume/Uniform fees 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, including early termination fees.

Parent Initial _____

SQUAD PLACEMENT AND REMOVAL POLICY

- Pom is an Elite skill-based program; athletes are not guaranteed to make a team. Certain skills, and ability to retain choreography unassisted, are necessary to make the team.
- 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).
- It is the coach's job to decide where the dancers will be placed in a routine.
- **If an athlete is removed from their team for breach of contract or quits their team and does not fulfill their 10.5-month commitment, an early termination fee of \$200.00 will be due upon quitting or being removed for breach of contract.**

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.

DISCOUNTS:

Dancers that are on a cheer team at OCE will receive a discount off their monthly Pom tuition (see cost sheet).

Pom is not considered as a "crossover" to a cheer team.

Sibling discounts are offered for families with multiple cheerleaders/dancers. This applies to tuition ONLY (Tuition portion is \$100 / \$85 those on cheer, per month).

Parent Initial _____

COMPETITIONS: OC Elite Pom teams will be attending 4 local competitions, and 1 competition in Las Vegas. 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, inability to compete safely, etc. will NOT be refunded. We appreciate your flexibility in the event that changes are necessary. If a competition changes location or date, you will still be required to attend. Competition schedules are posted in September and competition season runs December 2024 – May 11, 2025. 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; 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 dancer misses a competition for any reason other than severe illness with a doctor's note, or OC Elite approved 'family emergency', they will be removed from the competition team, no exceptions. All athletes are required to attend the award ceremonies at competitions.**

PRACTICE CLOTHES:

Dancers must come to practice prepared to cheer and engage in athletic activity. OC Elite 2023-24 Dress code includes form fitting athletic clothes, sports bra, hair in high ponytail/bun/braid, and dance shoes.

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.

Parent Initial _____

2024-25 OC ELITE RULES AND REGULATIONS CONTRACT



I _____ have read, understand, and agree without exceptions to abide by the
Dancers Name

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

Dancers 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 I will immediately be removed from the team without refunds.
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 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 costume/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 and agree to the \$50 fee for arriving late to competition.
15. Understand Early termination fee of \$200.00 for quitting early or breach of contract; if I should quit or be removed for breach of contract, I understand and agree that my card on file will be charged.
16. Understand and agree to 2024-25 OC Elite Financial commitment (page 9). 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 10-month commitment is terminated or I breach the contract, I understand that there will be a \$200 fine automatically charged to the card on file upon leaving/dismissal.

Parent Initial _____



2024-2025 OCE ATHLETE REGISTRATION FORM

Student's Name (first and last): _____ Age: _____
Grade in 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 _____ Event _____ Flier
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 dance, 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: _____

Parent Initial _____



2024-25 PAYMENT SCHEDULE – POM TEAMS

Payments are Due the 1st of the month

Pom tuition is an all-inclusive pricing that is divided into 10 monthly payments. The all-inclusive pricing includes monthly tuition, 5 competition fees, choreography fee, music license fee, and a team photo.

Additional cost outside of tuition include:

- **Registration fee** (yearly) - **\$75** (If on a cheer team you do not need to pay)
- **Dance shoes – purchase BLOCH Super Jazz shoes in tan** (purchase on your own at local dance store)
- **Uniform fee**
6-8u teams- \$200 (approximately) including poms – due 8/1
10-12u teams- \$225-275 (approximately) including poms – due 8/1
- **Competition Make up** - Must purchase on your own at MAC store (3 eyeshadows, blush, lipstick)

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).

Credit Cards are accepted with 3% fee for items other than tuition.

Optional events throughout the season: Trunk or Treat, Holiday Gingerbread House Party, OCE Lock-in, Swim Parties (not included in above costs).

Athletes with 5 or more absences from the months of Sept 2024 - May 2025 will be dismissed from the team. Athletes must be ON TIME to practices; excessive tardiness will lead to dismissal.

I AGREE TO THE ABOVE FEES AND ABSENCE POLICY,

PARENT NAME _____ Athletes Name _____

PARENT SIGNATURE _____ Date _____

POM ONLY

July - \$75 Registration fee + \$167 Tuition

August – \$170 Tuition + Uniform (\$200 6-8u / \$225-275 10u-16u)

September - \$170 Tuition

October - \$170 Tuition

November – \$170 Tuition

December – \$170 Tuition

January - \$170 Tuition

February- \$170 Tuition

March - \$170 Tuition

April - \$170 Tuition

Parent Initial _____

POM (If on ELITE CHEER)

July - \$140 Tuition

August – \$140 Tuition + Uniform (\$200 6-8u / \$225-275 10u-16u)

September - \$140 Tuition

October - \$140 Tuition

November – \$140 Tuition

December – \$140 Tuition

January – \$140 Tuition

February – \$140 Tuition

March – \$140 Tuition

April – \$140 Tuition

POM (If on ELITE PREP CHEER)

July - \$150- Tuition

August – \$150 Tuition + Uniform (\$200 6-8u / \$225-275 10u-16u)

September - \$150 Tuition

October - \$150 Tuition

November – \$150 Tuition

December – \$150 Tuition

January – \$150 Tuition

February – \$150 Tuition

March – \$150 Tuition

April – \$150 Tuition

One (1) Time Credit Card Payment Authorization

Sign and complete this form to authorize OC Elite Cheer & Dance 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 on Date I Breach my 2024-25 Contract
(Amount \$) (Date)

Early Termination or Breach of OCE POM 2024-25 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 _____
(cardholder)

DATE _____



ATHLETES NAME: _____

Parent Initial _____