

BAY CITY CHEERLEADERS

Creating confident resilient young people

2022 Parent Handbook

QUICK REFERENCE GYM INFORMATION

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1/ Introduction

It's our absolute pleasure to warmly welcome you into our family at Bay City Cheerleaders. Our team is thrilled to see many familiar faces return to the Gym and even more excited to see some new faces join our community. We have created this one-stop handbook to hopefully shed some light on how things will run throughout the year as well as answer a lot of queries you may have before the year begins. While we would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that our friendly office staff are always here to help and will happily answer any queries you may have. Nothing is too big or too small, we promise!





2 / Gym Manifesto

To start us off, it's important to us at Bay City Cheerleaders that all members of our team share our vision, our purpose and the philosophy that encompasses everything we do both in and outside of our gym. This is a vision that is shared and demonstrated by the directors, coaches, staff and members at Bay City Cheerleaders and it is the driving force behind every interaction with our athletes and their families.

Bay City Cheerleaders is a place where kids of all ages and abilities learn to jump, stunt, tumble and dance. This is a gym where creativity, individuality and team work is encouraged and has a community of coaches, athletes and families who are passionate about cheerleading.

Our goal is to create a positive and happy experience for all of our athletes and families from the minute you walk through our doors. We strive to nurture and develop talent, celebrate the achievements of all athletes and inspire a love and appreciation of cheerleading and all that it encompasses. We are committed to providing a safe and positive environment in which all athletes can feel empowered, comfortable, free to express themselves, and trust in others.

We are committed to the growth and development of our athletes

We are passionate about seeing our athletes succeed

We care about our cheer families

We love your feedback

We embrace leadership and team work

We stand for trust, loyalty, dedication, motivation

We listen to our families and athletes

We prioritise safety above all else. Perfection before progression

We promise to always encourage our athletes to strive to be the best they can be.

3/ Registration

Before lacing up those cheer shoes, it's important that all athletes and/or parents - whether returning or new - fill out and sign your registration paperwork so we can ensure we have the most up-to-date contact details for you. CheerFUN, CheerSPORT and CheerELITE registrations forms can be found on our website www.baycitycheerleaders.co.nz. This information includes your registration form, media release form (so we can show off photos and videos of our amazing athletes in and around the gym), informed consent, commitment contracts and other important facts and details pertaining to our program. Please note that there are three registration forms 1 for CheerFUN teams (recreational) 1 for CheerSPORT teams (intro to competitive) and 1 for CheerELITE competitive teams.

As a welcome to our cheer family all **NEW** athletes on cheer teams will receive a **FREE Bow**. Returning families on cheer teams will receive an I.F.G (irresistible free gift) for that season.

We encourage athletes to take a positive approach to their personal progression outside of team practice by attending additional tumblers classes, and scheduling privates with a coach to help with your athletes individual skill development and any mind blocks they maybe having. You may book in for privates or tumblers classes through your parent portal.

Cheer is always more fun when you do it with your friends:)

**** REMINDER **** Don't forget - if you refer a friend or family member to enrol at our registration day, you will get the chance to spin our referral wheel to win prizes. Prizes can be anything from 50% OFF term fees, movie tickets, a cheer bow etc etc- you get the drift - you can win real cool stuff just by bringing a friend!!





3.2/ What to expect your first day

Cheerleading is a fun, dynamic sport that lets boys and girls feed their inner performer, daredevil or Olympic champion in a team setting.

Here are 8 key things to know when your child starts their cheer journey!

BEFORE YOU ARRIVE Bring your child to class dressed and ready to participate. Dress is a close fitting t-shirt and shorts, long hair tied up in a high pony tail or bun for girls. Bring a named water bottle with you.

WHEN YOU ARRIVE When you first walk into a gym, it can be overwhelming and exciting. Classes will be held on the matted floor area in your facility. Some facilities have multiple floors. Please make yourself known to an on duty coach or receptionist on arrival. The coach or receptionist will show you to the waiting area and will call the athletes onto the floor when it is time for class to start. Please help us to keep your child safe by not allowing them to play on the equipment, jump or tumble on the floors before class begins. If the classes you have decided to enrol in take place at a school gym, you may encounter a slightly different set up. For example, folding mats might replace a full spring floor. This does not mean the instruction you receive will be better or worse than that of a dedicated cheer or gymnastics facility.

WHEN CLASS BEGINS Athletes are asked to take the floor promptly when called and to leave all belongings including water bottles in the designated cubby area. Parents and siblings are asked to remain seated in the parent viewing area for the duration of the class other than for our “Twinklers” classes for children aged 3 & 4 years where parent oversight is required.

CLASS STRUCTURE All classes start with a team warm-up and stretch before covering fundamental skills in each of the core areas:

- Stunting Lifting and building skills
- Tumbling
- Jumps
- Dance

Your child’s team will work towards incorporating the skills they acquire in each core area in a routine for competitions and/or performances. The types of skills taught can vary based on the age and experience of the children in the class. For example, older students are able to understand complex instruction better than 2-4 year olds. Your coach will tailor the instruction to the age group and class type.

WHERE ARE THE POM POMS? Cheerleading classes focus on developing strength, stamina, flexibility, listening skills and team work. Your child’s team will work to develop and demonstrate proficiency in stunts (group lifts), tumbling, jumps and performance skills. Dancing to music with pom poms like you may have seen at the rugby is not a part of our programme.

WHERE ARE THE FLIPS? Watching cheerleaders flying through the air, twisting, spinning, and flipping across the floor, all the while under complete control, is jaw dropping. At the beginner entry level however you can expect skills such as rolls, handstands, bridges, cartwheels, as well as jumps, to be covered. If your child desperately wants to learn how to “flip,” please let them know that the skills they are learning now are the foundation to build up to that skill. Before you can land a back tuck, you need to learn a backwards roll. Before you go for an aerial, you must master the cartwheel. Each skill is a building block towards a more advanced skill. To prevent injury, children should not try advanced skills on their own until their coach lets them know they are ready. Please do not be concerned if your child does not have any tumbling skills immediately, the development of strength and coordination is required first. Above all else, at the beginning of your journey, the goal of the coach is to foster a love for the sport in your child.



4/ Communication

By now you have probably noticed that we are BIG on communication here at Bay City Cheerleaders. It is our promise to respond to all enquiries within 24-hours of our operational hours and we will never leave a query unanswered. Our friendly office staff can be contacted on 06 2116589 between 3pm - 8pm, or via email - info@baycitycheerleaders.co.nz

For convenience, our primary means of communication is via email through the parent portal. After your registration forms have been completed you will be directed to our parent portal for you to set up a profile for yourself and your child (student/athlete).

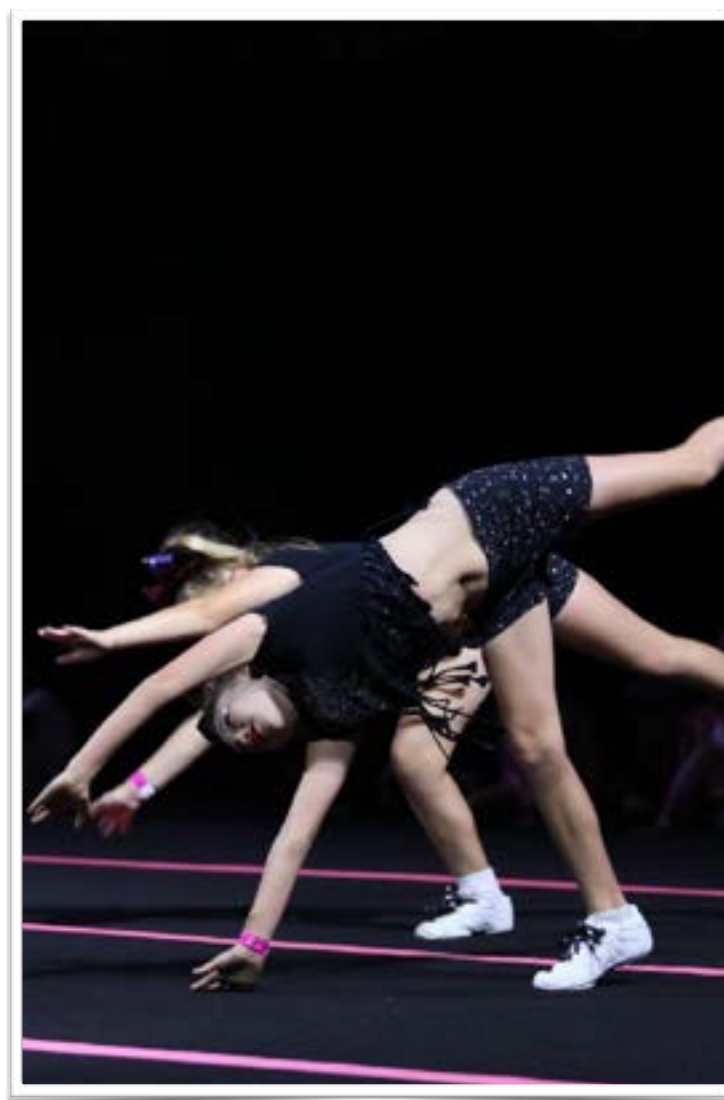
You will receive regular newsletters and important information via email so please ensure you have provided us with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email address info@baycitycheerleaders.co.nz to your contacts so we don't end up in the dreaded Spam folder!

We are also proud to provide you information round-the-clock via our very own Dance Studio Pro parent portal site. To check it out click here: [Parent Portal](#). Just follow the prompts to add your details on your mobile device or computer and you'll receive alerts as they happen. You can also see gym announcements, account details, music files, videos and so much more.

In the infrequent case of urgent information (for example, unexpected class cancellations or event changes), we will send an SMS and/or telephone to all families. So, for this reason, please make sure the mobile phone number you have provided to the gym is correct and up-to-date. We will also post last minute updates on the parent FB page

Facebook is a great way for us to keep in touch with a large number of people at once, so we encourage all families to join our closed Bay City Cheerleaders Parents Facebook group. This group can be found here at [Parents FB Group](#) and will be monitored to ensure all content is appropriate and relevant.

We always display important information, dates and gym details on our electronic noticeboard in the reception and in our parent lounge so please have a quick look when dropping off and picking up in case there is anything you may have missed. We are always happy to chat in more detail about communications you may receive from the gym, so if you need any clarification please don't hesitate to call us on 06 2116589 to chat with one of our helpful team members.





5/ Important Dates

We understand wholeheartedly how busy the lives and schedules of our Cheer families can get as the year rolls on, so we have tried to get all of our important dates organised and ready for you so you can plan other commitments. Below we have listed some of our most important “Save the Dates” with more information (including times, uniforms, requirements, etc.) to be communicated via email as we get closer to the events.

2022 Competitions

CheerSPORT teams - 1 competition per year - Nationals Nov 3 & 4th— Auckland

Pre- ELITE teams - 1regional + Nationals In person /Virtual comps will also be an options.

Battle in the Bay - Aug 6th - Tauranga (1day event)

Nationals Nov 5-6th - Auckland

Junior CheerELITE teams - 2 regional & Nationals - BIB - Aug 7th - Tauranga (1 day event)

Ministry of Cheer Sept - Wellington (date TBA)

Nationals Nov 5-6th - Auckland in person or virtual

Senior CheerELITE teams - 2 regional & Nationals - United Cheer & Dance - July 10th - Wellington (1 day event)

BIB - Aug 7th - Tauranga (1 day event)

Nationals Nov 5-6th - Auckland in person or virtual

Specialities - All Regional & Nationals if you qualify.

2022 Community Events - Dates TBA - all teams participate in community events

Children’s Variety Event

Blossom Parade Napier

Canteen for Kids Mega 10 Fun Run

Xmas Parade

Choreography for Comp Teams only

Athletes on competitive teams are required (mandatory) to attend choreography. If you cannot attend the weekend assigned to your team you will still be charged the full Choreo rate as your athlete will still need to learn their part in the routine. A private lesson will be required to catch them up. Please make sure every effort is made to attend choreography as it will have a huge impact on the teams learning, and creativity from the choreographers perspective. NOTE the team will also not be able to learn pyramid, or stunts if the whole team is not in attendance. Absences in turn affects the overall outcome, team morale and we want the kids to have the most amazing routines to show off to you all and have the best chance possible. Any athletes who do not show up will not be assigned any key rolls in the routine. Dates for ELITE team choreo TBA.



6/ Code of Conduct

To ensure the smooth, safe running of Bay City Cheerleaders and an enjoyable experience by all, below you will find our code of conduct. As always we are open to feedback, so if any of the requirements outlined below are unclear or concerning, please give us a call to discuss further.

Following a formal meeting, we do reserve the right to dismiss or take disciplinary action on any students or parents who breach our Gym's code of conduct.

Families who do not comply with their term fee payment obligations may be charged a late fee, and/or excluded from trainings until the account is in good standing. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Expenses affiliated with competing are the responsibility of the parent. Merchandise must be paid in full at the time of purchase. NO merchandise is to be put against accounts.

No classes (including private lessons) or coaches are to be disturbed unless it is an emergency. Parents are not to approach coaches or athletes during class and if messages or food/drink/medication needs to be passed on to an athlete, it must be done through a BCC staff member. All parents/care givers must wait in the waiting areas (parent lounge) or outside of the gym until classes have been dismissed. All parents/care givers that have athlete's under the age of 16 must sign their athlete out at time of pick up to ensure that all responsibilities for that athlete has now been handed back to the parent/care giver.

We are unable to take responsibility for our athletes before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the gym immediately to inform us of the situation so we can keep your child calm and safe until they can be collected.

Any questions or complaints must go through reception - parents and students are not permitted to contact Bay City Cheer coaches via phone, in person, or via email / social networking with [gym issues](#) unless it has been broached with the head coach or director first. Our coaches are always approachable and are happy to discuss your athletes needs at anytime that is suitable for private discussion.

Personal meetings with the head coach/director can happily be arranged via reception. We are happy to discuss and resolve any concerns you may have. Our door is always open - please take into consideration that we are very busy so appointments will be necessary.

In the rare case of a parent or athlete showing disrespect or defamation to any parent, staff member or athlete, a meeting will be called immediately and dismissal may be considered at the discretion of the director. Physical, mental, emotional or cyber bullying by parents, staff or athletes will not be tolerated and may result in dismissal from our program.

As per guidelines from ICU - Abstain from the possession and drinking of alcoholic beverages and the possession or use of any illegal substance during any and all times associated with any athletes, teams or when such activity may have a perceived association with an athlete, team or the sport of Cheer. Smoking and vaping is prohibited by all athletes. Other than prescription medication no illegal drugs are to be consumed at anytime.





7/ Development & Competition teams

What is the difference between development and competitive teams you ask?

CheerFUN teams are designed to give new entrance athletes an opportunity to try cheerleading and gain some basic skills without the pressure of competing. Development teams are a fun way to enjoy learning new tumbles, jumps and building skills, make new friends and learn how to effectively communicate as a team all while progressing individually. Development teams also allows families to experience the joys of the sport without the financial and time commitment of our more comprehensive *full year* team programs. No previous experience is necessary to be part of our development teams. All development teams will participate in all community events along with rest of the teams in our club.

CheerSPORT teams - these classes are 1 hour and 30mins per week. CheerSPORT introduces athletes to the super FUN glam world of competitive cheerleading. We take acrobatics, gymnastics, dance and lifts and turn it into a 1min 30 routine. CheerSPORT teams are the BEST introduction to competitive cheerleading allowing athletes to work their way through Grades 1-6, learn routines and perform at competitions all while maintaining a balance of fun. Athletes can choose to stay in CheerSPORT and progress through each grade each year or transition to our CheerELITE program where their skills will be extended.

CheerELITE Competition Teams require a lot of commitment and are based around the competition season being **12 months** - Jan - Dec of each year.

Competition teams will attend between 1-3 competitions per year depending on what team your athlete is placed on. Travel is expected during the season as **MOST** competitions are out of the HB region.

Each athlete is require to hire a comp uniform, purchase the 2021 comp cover up jersey, team bow, make up and have proper training shoes. All of these are available at our reception and can be purchased online through your parent portal. Uniform rental costs are in your registration pack.

Team music is also required and cost are split evenly between all members on the team. Cost can be anywhere from \$55-\$75 for music. Music is expensive primarily because of the licensing laws for each song used in the routine. There are several songs used per routine to help the athletes navigate and perform each section in the routine to upbeat fast pace music with special sound effects to highlight certain moves. Music will be customised to *each teams* routines after choreography has been done to help the routine come to life and give the kids motivation to do their best during the performance.

All athletes on comp teams are required to attend choreography clinics. This is mandatory so please clear your calendar accordingly to make sure your athlete will be available. Choreo dates will be provided in your registration pack.

Team Age Grid Teams are put together based on age and skill ability. We follow the age grid set forth by NZCA based on the ISASF rules and Cheerbrandz scholastic and cheerSPORT guidelines. Rules are currently being updated for this upcoming season and we will update our information as this becomes made available to us.

Team Placements are a very exciting time of year when new and current competition team members are placed on their team for the upcoming season. Our experienced staff take great care to create the best teams possible. Tryouts for the next season are done in Nov each year.

Does Everyone Make a Team? Absolutely!! We have a place for everyone in our program. We call this process team placements rather than 'tryouts' because every child who attends a placement session will be placed on a team!

How is my child's team placement determined? Team placements can be a difficult time for athletes as they inevitably result in change. Please be assured that no athlete will be passed over due to favouritism or personal reasons. An athlete's position on a certain team will largely be determined by tumble and stunting ability with reference to the ISASF level system (refer below table). The general attitude, commitment and dedication of the athlete will also be considered. Sometimes, an exception to the minimum tumble requirement may be made if the team is short of a certain stunting position. (e.g. There is a lack of level 3 bases so a base with level 2 tumble skills may be placed on that team).

Please be aware that team placements are a coaching decision based on ability, attitude and team make-up. We do **NOT** take into consideration individual cheerleader or parent team preferences.

Progression After years of experience we have learnt that it is not in the best interests of our athletes to fast track their cheerleading careers. We have many cheerleaders that are 11 years and younger and they are our future stars!

We hope all our athletes will have long cheerleading careers and will stay with the sport for many years, perhaps as long as some of our Senior Elite team members whose average age is 18 years!

We are aware of the stress and pressure put on our younger cheerleaders to get that next skill and move to the next level. However, we have learnt the more time spent at each level makes our cheerleaders stronger physically and mentally and makes them a much better athlete all round. *Practice - Perfection - Progression*

We also want our cheerleaders to enjoy their time with us and we have found that moving athletes too soon can result in cheerleaders being burnt out from the pressure.

There are always new skills to be learnt at each level, and the complexity of skills and choreography required to be competitive at each level is constantly rising. For cheerleaders this means new challenges regardless of the length of time they spend at any one level.

SPECIALTIES from all levels are able to compete individually, in a duo or stunt team. Any athletes who wish to compete in these divisions must pay for their own choreography, music and are required to book in privates/semi privates for practice after routines have been choreographed. **ONLY** athletes who take *private tuition* once per month will be permitted to compete in these divisions. It is our job as coaches to make sure all athletes are prepared and trained properly in order to give them the best chance at competition. Practice is encouraged outside of gym time. You will need to book in private practice with your coach online through the parent portal. For costs see fee structure below.



8/ Safety

With the safety of our athletes a number one priority, Bay City Cheerleaders is very serious about upholding Child Protection laws and policies within the gym as well as at public performances and in the online arena (website and social media).

As part of your registration, you will have read and signed a media waiver allowing us to proudly use images and video footage of your child for advertising and promotional purposes. Should you have any concerns whatsoever with signing this declaration, please see our reception staff who will happily assist you.

We have a number of CCTV cameras throughout our facility which can be viewed by parents and family members from the comfort of our parents waiting room. All our zoom rooms are recorded as part of our child protection policy. All of our coaches and staff members have undergone official checks allowing them to work with children.

The directors, coaches and staff at Bay City Cheerleaders are educated in the negative impact of inappropriate music and uniform selection when it comes to performing routines and are wholeheartedly committed to ensuring children in all of our routines are not subjected to any inappropriate songs or uniforms. We recognise that songs with sexist, explicit, violent, racist, homophobic or criminal content may influence our athletes and/or audience and will strive to avoid using such music. We are committed to upholding the ISASF uniform and music standard and requirements set forth.

Our coaches are the highest qualified and most experienced in the HB region. They have all been trained in first aid and hold current ISASF & NZCA coaches credentials - which you can see proudly displayed in our gym. They have all been police vetted and are all educated for child protection in sport.

Bay City Cheerleaders takes no responsibility for any stolen or misplaced property on the gym premises and we encourage our families to avoid bringing valuable items into the gym where possible.

You will find within our enrolment paperwork a public liability / insurance statement. Please read this document carefully and sign it prior to the commencement of classes so you fully understand the rights and responsibilities of your family and our gym.

COVID - 19 we will be following all recommended govt health and safety protocols at each level. We will send out regular updates to any changes in the way we are able to operate and what that may mean for your athlete. If at anytime we cannot have in person classes we will take classes online and send you all updated information as necessary.





9/ Privacy

When you purchase or hire a product or service with Bay City Cheerleaders the information we may collect from you includes your name, address, telephone numbers, email addresses, medical information and perhaps credit card or bank details. It may also include details of the products and services we provide to you as well as the status of your enrolment. We only collect information directly from our students or their parent/guardians primarily for the purpose of providing services and products to you and to administer and manage invoicing and debt collection.

We may occasionally use your information to promote and market to you information which we consider may be of interest to you unless you contact us and tell us not to do so.

We will never sell or pass on any of your information to third parties unless required by government authorities or in the event of debt recovery. Any information passed on will be done so with appropriate privacy and confidentiality protection.

Information is stored securely in paper or electronic form and is accessible only by authorised personnel.

If you would like to know what information we hold about you or wish to update the information, or if you wish to be removed from all further direct marketing communications, please contact our office on telephone **06 2116589**.



10/ Timetable

Timetabling our classes is a huge task and we take all care to ensure that children are given classes at an age-appropriate time without long hours that may lead to fatigue or disrupt home / school life. Our timetable **2022** will be available on your parent portal. Please contact us if you have any questions at all.

[<Bay City Cheerleaders Calendar>](#)

Bay City Cheerleaders management reserves the right to change coaches or timetabling when necessary at any time throughout the year.

Choreography, music, uniforms and gym policies remain the intellectual property of Bay City Cheerleaders and may not be reproduced or sold by any students, parents or staff without permission of the director.





11/ Uniform

At Bay City Cheerleaders, we believe that wearing uniforms give students a sense of belonging to our family as well as creating an identity for our gym in the greater community.

Our uniforms also:

- Help students resist peer pressure to buy stylish clothes for class
- Help identify non-students in the studio
- Diminish economic and social barriers between students
- Increase a sense of belonging and gym pride

Elite team fitting will be at tryouts. If for some reason you cannot make the team fitting you can book in a private fitting (a minimal charge will occur for all private fittings). We are getting new Elite uniforms this season and will be in touch regarding these asap.

Each **NEW** athlete will receive a **FREE** Glitter Comp Bow when they first register as our welcome to our family gift. A fitting time will be scheduled after your first week if you were not fitted at tryouts. We have brand new sparkly training gear and practice jerseys and we are obsessed with them and so are our athletes. Training gear can be purchased at reception. Any returning athletes may purchase new practise wear at anytime throughout the season. ALL athletes are required to have a practice uniform and can be purchased at reception or online.





12/ Fee Structure

Please find below the fee structure for **2022**. Feel free to contact our office staff if you have any fee-related queries.

COMPETITIVE cheerleading, while not as costly as some youth activities, can still be an expensive sport. Please carefully consider the financial commitment involved.

CLASS	DISCRIPTION	PRICE PER WEEK
Tiny Tumblers CheerFUN	Non Competitive Team 3-5 yrs (45 min per week)	\$ 13.80 /week/term (<i>tuition only</i>) + GST
CheerFUN	Non Competitive Team 5-10yrs (1 hrs per week)	\$ 15.00 /week/term (<i>tuition only</i>) + GST
CheerSPORT	Semi Competitive Team 7-15 yrs (1.5 hrs per week)	\$ 19.50 /week/term (<i>includes tuition, choreography, music & 1 comp entry fee</i>) + GST
SENIOR CheerELITE Competitive Team	Competitive Teams 10-16 yrs (4 hrs team training + 1 hour of Team tumbles per week)	\$ 45.00 /week/term (<i>includes tuition, 2 regional comp & 1 national comp team entry fees</i>) +GST
JUNIOR CheerELITE Competitive Team	Competitive Teams 10-16 yrs (3 hrs team training + 1 hour of Team tumbles per week)	\$ 36.00 /week/term (<i>includes tuition, 2 regional comp & 1 national comp team entry fees</i>) +GST
Pre ELITE Semi Competitive Team	Competitive Teams 5-11yrs yrs (incl. 1.5 hrs team training + 1 hour of Team tumbles per week)	\$ 22.50 /week/term (<i>includes tuition, 1 regional comp & 1 national comp team entry fees</i>) +GST
Extra Tumblers	Tumbles classes are a great way to either perfect your tumbles skills needed for your level or grade outside of team training. This is also a great opportunity for athletes to upskill and push themselves to gain higher level skills at their own pace. You must sign up for the whole term to get the discounted rate or you will be charged a drop in rate.	\$ 9 /week/full term for cheerleaders + GST \$ 18.40 /week/full term for non members incl GST \$ 25 drop in casual rate + GST
Privates	This is a private session for you to work with your coach on personal development, Indies, up skilling or working on a skill you maybe having some trouble with. *All privates are to be paid directly to the Coach	\$ 65.00 /hour + GST *All privates are to be paid directly to the Coach
Semi Private	This is a semi private session for you to work with your coach on personal development, duo routines, up skilling or working on a skill you maybe having some trouble with. Please note this is a shared session and requires a minimum of 2 athletes to book in for a semi private. *All privates are to be paid directly to the Coach	\$ 45.00 /hour/athlete + GST *All privates are to be paid directly to the Coach
Open Gym	This is a non-instructed session for practicing tumbles skills only. A first aid officer will be on site at all times.	\$ 15 /hour non-members + GST \$ 10 /hour members + GST
Private Practice	You can hire the gym to do personal indi, duo or stunt group training. This is a non instructed training session.	\$ 45 /hour - members only + GST
Elite team music	Each year we have professional music produced for the new seasons routines. The cost is divided between all the athletes on the team.	\$TBA - this is a once per year cost avg est. \$65/athlete
Elite Travel teams - Coaches Fee	This fee is to cover the coaches travel & expenses when going to competitions and is split between all athletes attending that comp.	Fee depends on whether we receive any grants - costs will be uploaded to your acc at the beginning of the term for each comp and you will receive notification of these costs. Avg est. \$25-45/athlete/comp
2022 Summer Camp	We are excited for this years camp - theme is War Games. Think Camo, team challenges, camp tee, etc etc cost includes accomodation, food, skills clinics, swimming, games, challenges, bonfire so much more	\$TBA we are just waiting for accomodation confirmation will release info asap

Payments

All payments are to be paid by autopay or credit card by registering online through your parent portal and are due the 1st class of each term.

Family Discount

10% off each additional child's fees when they are enrolled in a Bay City Cheerleaders Team (excludes school teams).

Late Fees

If payment has not been received by the 1st class of each term, participation is not allowed until payment has been made and a \$25 late penalty will be added to your term fees. Any and all unpaid accounts, past 7 days overdue or dishonoured payments will be charged to your credit card held on file.

If you resign, or are removed from our program you will not receive a refund of any sort. This includes any prepaid accounts.

Payment Options

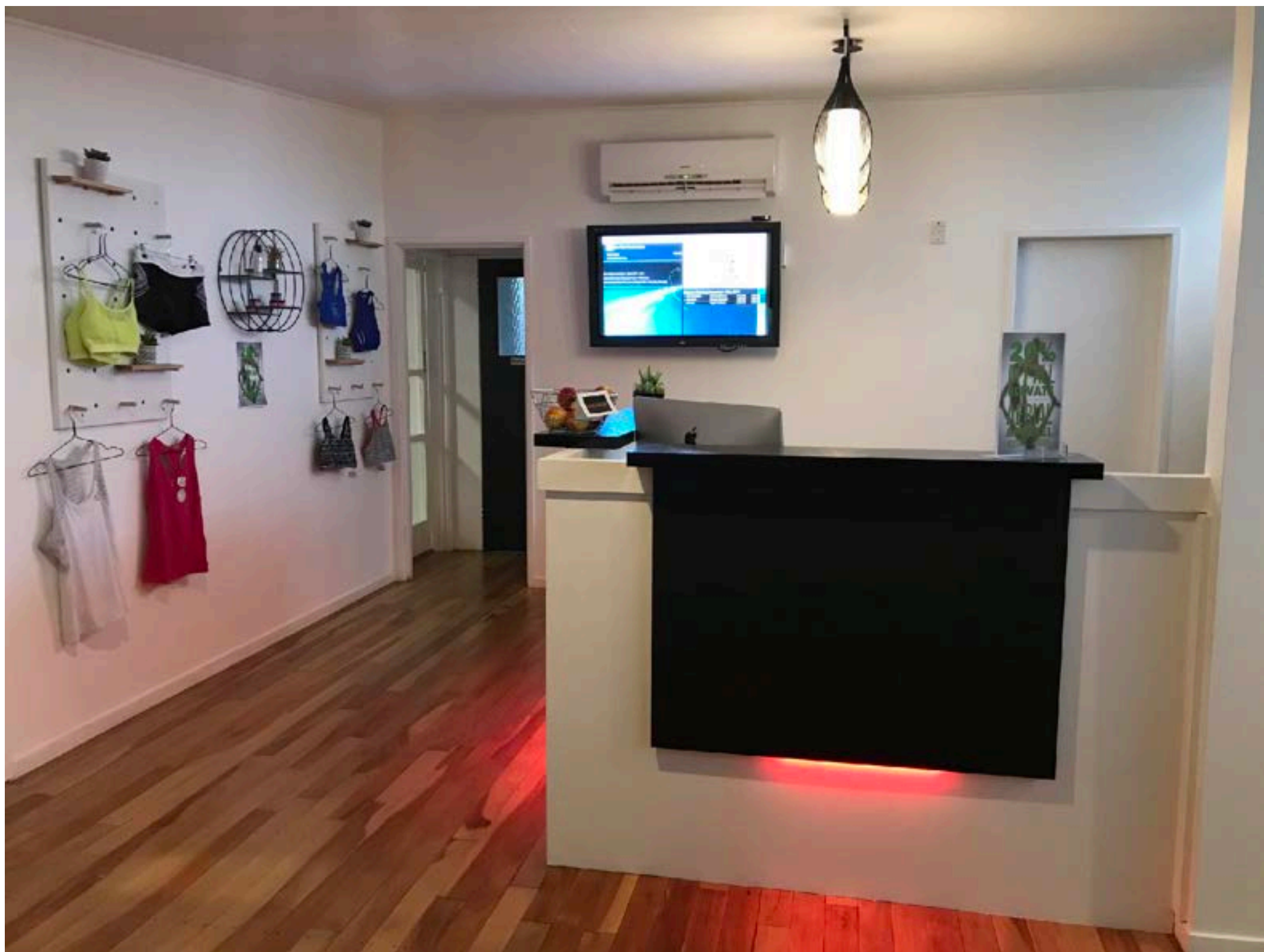
We accept Auto Pay, and online account payments for term fees. Cash and eftpos for merchandise only (we prefer not to handle cash) eftpos is only available in level 1/green light.

Weekly, Fortnightly, monthly, or per term payment options are available, however an additional convenience fees will be charged for auto pay and online payments. You can make one off payments online as well.

Service Fees - Credit Card Visa/MasterCard 2.75% (min \$0.90) Amex/Diners 4.22% (min \$0.90) Dishonour Fee: \$21.90. PayPal 3.4% plus \$0.45 NZD

for Ezidebit transactions 2.8% on cards and a \$.1.20c per transaction convenience fee charge

DSP for credit card payments 2.75% + .30c /transaction fee.





13/ Attendance

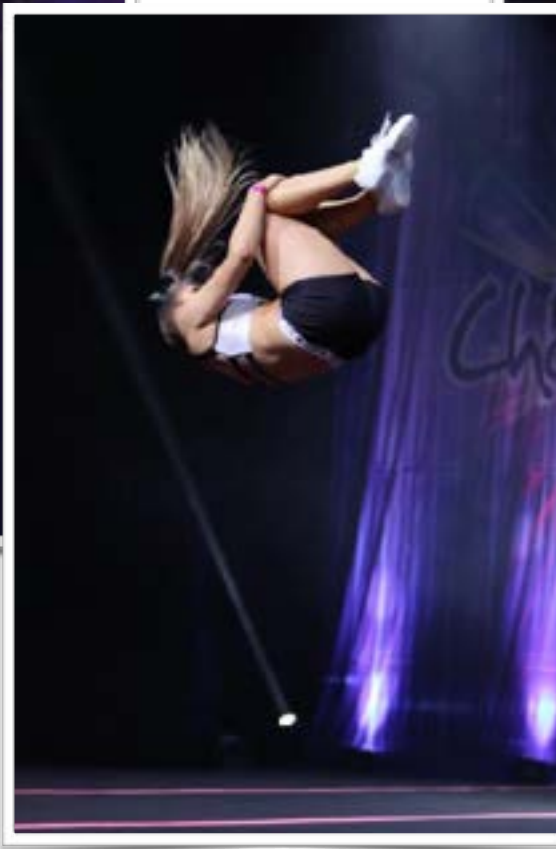
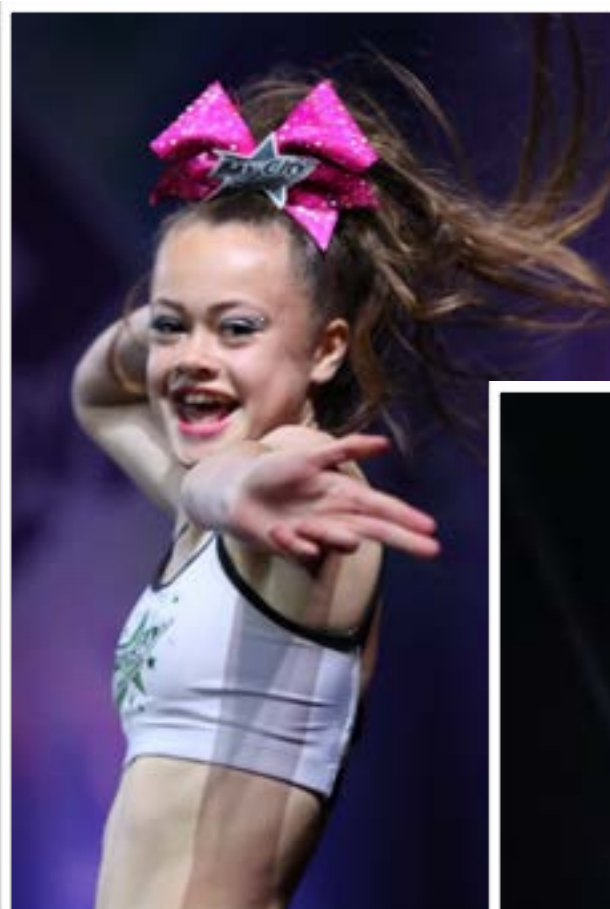
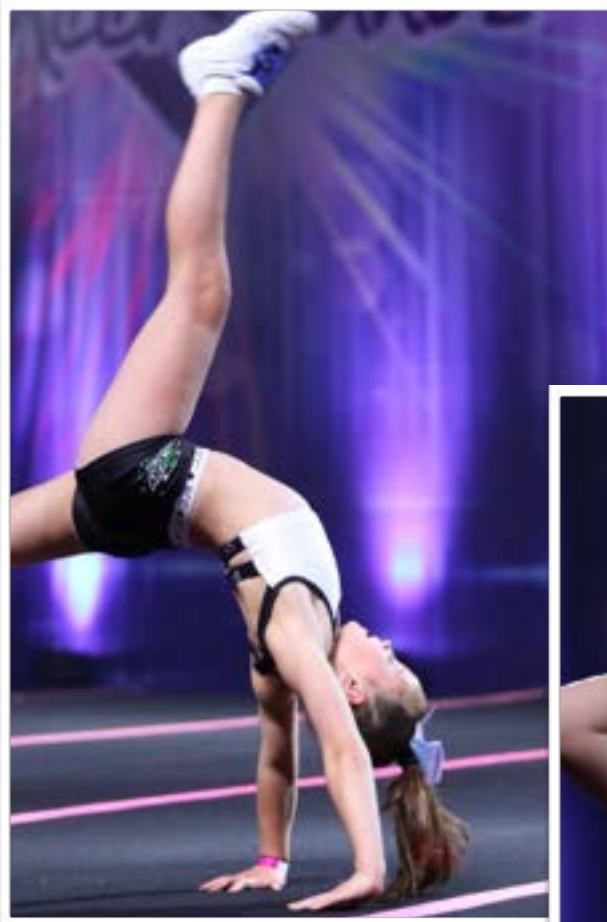
Your child's attendance in class is very important to their peers and our coaching staff. As a member of the team, it is a commitment for you to ensure your child attends their trainings on time each week and attends all lessons planned for them. Not only do absences impact the routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group.

If you know ahead of time that your child will be absent due to holidays/vacations, commitments or school trips, please let us know ahead of time so the class impact is minimal. If your child is too unwell to attend class, we ask that you inform our admin team as soon as you can so they can let the teachers know and preparations can be made to catch up on any missed work.

Unfortunately we are unable to accommodate make-up sessions for students who miss classes, but will make every endeavour to schedule a catch-up class in the unlikely event that Bay City Cheerleaders needs to cancel a lesson.

Commitment is essential for progression and is required for all competitive teams.

TEAM WORK MAKES THE DREAM WORK





14/ Social Media

Bay City Cheerleader's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, wikis, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media and feel free to contact our office staff if you have any questions.

- Please remember that your anonymity on Social Media is never guaranteed and to exercise particular caution when posts, images or videos identify children in your care.
- Remain mindful that your behaviour on Social Media remains in keeping with Bay City Cheerleaders code of conduct as outlined in chapter 6 of this handbook.
- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards Bay City Cheerleaders staff, athletes or families may subject the owner to disciplinary or legal action.
- Should you wish to engage on Social Media while identifying as a gym volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
- Any content revealing or referring to sensitive gym information is not allowed to be shared online. i.e.: team routines, choreography
- Intellectual property laws (for example, uniform design and choreography) must be observed by all gym patrons when posting online.
- While affiliated with our studio, (for example, images of your child in Bay City Cheerleading uniform) we will not tolerate any posts that are racially, sexually, physically or religiously offensive.
- All matters pertaining directly to the gym - whether it be fees, scheduling, placements or performance opportunities - may not be communicated via Social Media. We have an open door policy and encourage all communication, complaints and feedback to be communicated to the office directly.
- We discourage parents / athletes and teachers from becoming 'friends' or 'followers' on Social Media, unless there is an existing relationship. We consider all studio members to be family and as such feel the obligation to respect and monitor personal boundaries.
- Families found to be engaging in 'hidden' or 'private' groups formed for the specific purpose of discussing gym matters will be encouraged to join our closed Facebook group for public discussion and warned against discussing gym matters in their private online groups.
- Photos or Videos taken from performances or rehearsals may NOT be posted online unless you have prior permission.
- You may not post photographs / videos that feature Bay City Cheer athletes other than your own online without the proven consent of their parent/guardian.





15/ Our Coaches / Faculty / Associations

It's our pleasure to introduce our hand-picked faculty for 2019! Our enthusiastic, passionate and dedicated coaches and staff are thrilled to be a part of your athletes cheer & tumbles journey this year. We are truly looking forward to growing together to mould this generation of skilled, confident, genuine and unique cheerleaders.

All of our coaches are highly qualified and hold ISASF, NZCA and first aid qualifications. At Bay City Cheer we have the most experience and most qualified and most knowledgeable coaches in all of Hawkes Bay. We believe with great confidence that this experience gives our athletes the best advantage you could possibly want for your athlete. Please note that **ALL** our coaches volunteer their time to help your children become the best athletes they can possibly be. So if you get a chance please let them know what a fab job they are doing from time to time, it makes them feel good.

Let us introduce our team.

Chris & Christine Crowe are the Directors of Bay City Cheerleaders. They both are very excited to have you be part of our cheer family. As each year rolls around they look forward to seeing families return and new members come into the gym with such excitement and wonder. They have worked hard to create an environment that feels welcoming and family orientated from the minute you walk through the door. They love it when families share their experience with others and want you all to know how proud they are to have you as part of Bay City Cheerleaders. They stand behind their coaches and families with the belief that all of our cheerleaders are legends in the making.

Coach Caitlin Has 9 years experience and has come to join our team from Wellington. Coach Caitlin has a vast knowledge of cheer and tumbles with an outstanding proven record. She has worked with All Star Victory teams, has coached many national and international champions and we are super excited for Caitlin to be part of our coaching team and look forward to working with her.

Junior Coaches & C.I.T we have 6 junior coaches and coaches in training that work alongside our head coach. They have regular hands on training sessions and shadow our head coach during team trainings. Our CIT program has been very successful over the past few years and has made a huge impact on the progression of our athletes and growth of our program.

ADMIN - Jovelyn is our behind the scenes super woman. She is your go to all things amazing administrator. Accounts, enrolments, have questions? No problem Jovelyn is your lady and will do her best to serve you and answer any concerns you may have all with a smile on her dial:)

Reception - Crystal is the first person you meet when you walk through our doors. She is sweet, friendly and super approachable. If she doesn't know the answer to your question she will find out for you and get one of our team members to get back to you.

At Bay City Cheerleaders we pride ourselves in our prodigy program. The Prodigy Program (C.I.T) is for our junior coaches who learn all the fundamentals of coaching while shadowing a seasoned coach. This helps foster leadership skills and supports the junior coaches confidence all while learning for the best. We invite any senior athletes who wish to be part of this program to fill out an application form.

Bay City Cheerleaders is affiliated with the New Zealand Cheer Association (NZCA) and the HB All Stars Inc (HBAS). The HBAS is our parent association and their mission is to support and foster the growth of cheer in the HB region, help organise fundraising events and apply for funding grants for much needed **safety equipment** and **travelling costs** associated with competing. We highly encourage our families to get involved as the more hands makes light work and more benefit for everyone involved. All members of BCC are required to pay association dues to the parent committee. All dues will **pro-rated** during the year according to the term you started. Committee dues are per family.

Term 1 - Dues - \$45

Term 2 - Dues - \$35

Term 3 - Dues - \$25

Term 4 - Dues - \$15

The HB All Stars Inc (Parent committee) drives an equipment fundraiser every year. This is mandatory for ALL athletes registered with our program as all athletes benefit from the use of such safety equipment. This year the committee will be initiating a buy out option for those busy families who cannot attend the fundraiser.





16/ Facility

Here at Bay City Cheerleaders we pride ourselves in the fact that we have the largest and most advanced cheer facility in ALL of Hawkes Bay. Our facility has a 9 strip floor - of which 7 strips are sprung, a 12meter tumble track, the ONLY Sami Spotting machine in NZ and a wide variety of safety equipment to help the athletes of all levels progress and perform their absolute best in a safe environment.

We have a wonderful lounge for parents to relax and refresh while waiting for your athlete. You can also watch your Childs class from the live screen in the comfort of the lounge while you enjoy a complementary tea or coffee - oh yeah and FREE wifi....

The seniors have a homework/chill zone that is exclusive to our Elite team. The athletes all enjoy their space to relax before or after class and the appreciate the homework desks provided for them to keep up on all their studies while at the gym.

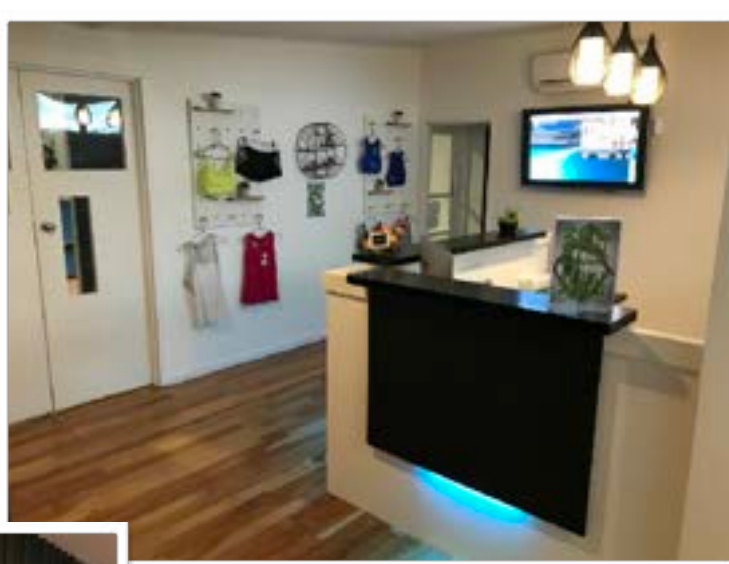
Younger teams have cubbies in the mini grandstand for athletes to store all their belongings during class. They have a drink station with their own fridge and filtered water cooler, right next to the first aid corner.

They have an athletes ONLY bathroom facility, stretching area and mini gym for strength and cardio conditioning (for higher level team members).

Coaches have an extensive resource centre where they can draw from at anytime for coaching tools, rules, team motivation and technique tips. All coaches are ISASF qualified, hold current first aid and NZCA certifications. They take several courses throughout the year for continuing education and up skilling clinics which helps give our athletes the best advantage and knowledge in the region. This is why Bay City Cheerleaders have the BEST coaching staff in Hawkes Bay.

Our reception area is purpose built and we hope you all find it welcoming and useful. There is a small pop up shop where you can purchase practice wear, bows and t.shirts and a small range of various apparel at reception. Our front of house staff are very friendly and approachable. They will probably be your first point of call should you have any questions or need any help.

In our facility we also hold kids circus classes, adult aerial classes and tumblers classes. Its the perfect place for the whole family to get a good workout.



Surround yourself with people who lift you up



www.baycitycheerleaders.co.nz