

2011—2012 Athlete & Parent Handbook



Allure All Stars is the original All Star Cheer company in Baltimore County. It is our mission to provide a solid foundation into the world of all star cheerleading. We strive to produce quality results based on respect, integrity, communication and overall excellence.

Dottie Cook founded Allure All Stars in the Spring of 2010. She has been involved in the Recreational Cheerleading Organization for over 10 years. During this time she has won numerous County, State and National Titles. After years of being highly involved in the sport, she decided to open Allure to focus solely on cheerleading and tumbling year round. Allure's first competitive season was highly successful with its three teams earning numerous first places trophies and specialized awards. Allure continues to strive to be more than just an average gym, but instead fulfilling the needs to the surrounding communities by donating to many charitable organizations. Allure All Stars meets certification requirements of the United States All Star Federation (USASF) and the National Federation of High Schools (NFHS).

Allure All Stars “Team” Philosophy

Allure Cheerleaders agree to put their team ahead of the individual athlete. If it is in the best interest of the program, an athlete may be moved from one team to another team in age appropriate divisions and or levels based on one or more of the following; (1) routine role (base, flyer, tumbler) (2) skill level (3) attitude (4) need for a competition (5) loss of athlete from another team. Athletes may request to be moved to a lower team if he/she feels that he/she is not sufficiently utilized in or overwhelmed by the routine. Although maintaining the mental and physical well-being of the athlete is recognized as a paramount concern, any move down to a lower team will depend on whether the team has an opening, and the decision will also consider the overall impact on the Allure All Stars program. Athletes must be willing to fulfill any position needed by the team.

The ones you adore...that's right...Allure!
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Allure Staff, Allure Athlete & Allure Parent Expectations

Role of ALLURE Staff

The ALLURE staff is highly trained, motivated and committed to the success of your athlete. You can expect the following of the ALLURE coaching staff:

- Continue Cheerleading-industry Education and Certification
- Always be approachable and friendly
- Remain safe and realistic with athlete progression while also challenging the athlete to reach his or her potential
- Maintain open and professional relationships with each athlete and parent/guardian.
- Consistently enforce all disciplinary actions as stated in the “disciplinary procedures” section below
- While winning is important, we also strive to provide a fun, safe and overall positive experience for your athlete

Communication with Staff

- At competitions coaches are there to coach. Any issues that arise during a competition will be addressed promptly during the week following the competition. Parents should never approach a coach with an issue at competitions. Please contact Dottie or Brian and we will schedule a time to deal with the issue.
- Any verbal communications at the gym should be held in private and coaches will only discuss concerns regarding your athlete.
- Coaches will provide you with feedback via email on a weekly basis. Parents may respond via email, and coaches will also make themselves available for appointments to discuss these matters in person, at the parents’ request. If a concern is emotional or heated, it is suggested that parents wait 24 hours, as a "cooling period" before contacting the coach, maintaining a safe environment at all times.

Safety Measures

- Athlete health and safety is of utmost concern within the ALLURE program. We are committed to maintaining a safe environment at all times. Proper nutrition and hydration are encouraged for optimal performance and injury prevention. ALLURE is sufficiently prepared to respond to emergency situations with appropriate emergency-response plans; rest assured that your child is in safe and prepared hands.

To ensure a safe environment at ALLURE, all Coaches will be:

- CPR-certified
- First-Aid Trained
- Credential coaches and athletes within the USASF
- Trained and educated in effective spotting of stunts and tumbling
- Required to record and evaluate proper progression of skill

Role of Athlete

We expect the following from ALL athletes as members and alternates of all teams. These expectations will be strictly enforced at all practices, clinics, competitions and all ALLURE events.

Athletes are expected to:

- Treat fellow teammates, coaches, staff, and parent with respect at all times.
- Not Participate in Gossip. This includes internal gossip about other ALLURE athletes and external gossip about other cheerleading programs and their athletes. Problems shall be addressed and resolved directly, and parents should not listen, participate or instigate any idle, worthless gossip.

- Show good sportsmanship and class at ALL times.
- Not Bully. This includes all forms such as electronic, verbal, physical, mental, media based, monetary, etc.
- Not use profanity and/or abusive language.
- Not consume alcoholic beverages and/or illegal behavior
- Use social networking and electronic media as a means of publicizing and spreading the word of ALLURE in a positive and appropriate manner.
- Refrain from using any social networking, messaging services or electronic media to distribute negative or inappropriate information that could be detrimental to yourself, your family, and the ALLURE Brand or reputation in any way. This is grounds for immediate dismissal from the program.
- Remain mindful that your decisions, whether you are actually wearing anything displaying the ALLURE brand or logo at the time or not, affect and can be a negative reflection of yourself, your parents, fellow teammates, coaches, staff, and the entire ALLURE program. Athletes should take pride in wearing the “ALLURE colors” and conduct themselves accordingly to uphold the legacy of ALLURE.

ALLURE

ATTENDANCE POLICY AND PROCEDURES

1. Practice Attendance Policy

A. Summer Practices

- Attendance at practice is critical to your athlete’s progress and integral to the success of the team and athletes should be at practices during the summer season.
- However, we recognize that some athletes may need a “break,” therefore summer practices are designed to accommodate family vacations, softball, swimming and other summer sports, church camps, summer camps, beach trips, for example.
- We allow more flexibility with attendance, so long as the absence has been scheduled on the vacation and planning calendar, noting the vacation, camp, game or any other scheduled activity preventing the athlete from attending practice. **Athletes are REQUIRED to attend AT LEAST 2 Tumbling Practices per month.**

B. Competition Season Practices

- The "Competition Season" begins August 2011 and ends May 2012
- Practice attendance is absolutely mandatory and compliance with the attendance policy below will be strictly enforced. An athlete’s team position will be jeopardized for noncompliance with all the following terms of the attendance policy.
- Athletes are expected to be at every practice.
- If an Athlete is absent from practice for any reason, whether excused or unexcused, he or she is responsible for learning ALL routine changes made in their absence, before to the next practice.
- It is unfair to the team to waste valuable practice time re-teaching one athlete the material that he or she missed, while every other athlete must then wait for the one athlete to "get caught up to speed" and learn their part before moving on.
- Not taking the initiative to learn anything that was missed, so that he or she will be prepared at the next practice, is selfish behavior, and not the attitude of a team player

Practices may be changed or added at any time during the year. Parents must check the website and emails on a daily basis to stay on top of the practice schedule for updates on day and times.

i. Excused Absences

An "excused absence" must be scheduled on the planning calendar and must be either:

- a. School Functions that result in a grade, or
- b. Anything pertaining to school sponsored cheerleading event.

Dottie, Brian and Team Coach have ultimate discretionary authority to excuse absences on a case-by-case basis.

ii. Unexcused Absences

"Unexcused absences" are simple; ALL other absences that are neither a. School Functions that result in a grade, nor b. involve school cheerleading are Unexcused.

The following are examples of unexcused absences: part-time jobs, dances, concerts, banquets, long distance driving, family reunions, weddings and recitals.

Academics: School is a high priority and ALLURE stresses the importance of education. However; schoolwork, including homework, projects, and studying for tests, are unexcused absences. Athletes are expected to maintain proper time management so this does not become an issue.

Extra Curricular Activities and Jobs: Extracurricular activities and jobs need to be scheduled around the commitment to ALLURE.

Athletes are only allowed three (3) unexcused absences during competition season, beginning in August 2011 before any disciplinary action may be taken for noncompliance; including but not limited to, being put on probationary status, placed as an alternate, or removed from various elements of choreography.

You must notify your coach and team rep at least 24 hours in advance so that the coach may plan practice accordingly. There is no exception to this rule.

Four (4) weeks advance notice is required if you cannot attend a competition, for any reason.

In the case of an unexpected emergency, you must contact your coach and team rep as soon as possible to inform them of your situation.

Unexcused absences are **NEVER** allowed the weekend and week before a competition or performance under any circumstance. Noncompliance will result in the athlete being moved to an alternate position or removed from an upcoming competition, at the discretion of the coach.

iii. Absence due to Illness: Injury or Family Emergency

Illness: You must attend practice when you are sick, if you are not contagious. You are not required to participate; however, you must be physically-present. In addition, when absences due to illness perpetually occur on an ongoing basis, you may be required to provide a doctor's note with detailed information regarding the illness, treatment and length of recovery. This includes dental, medical and any other health related issue that may prohibit a student from participating.

Injury: We will re-choreograph routines based on the athlete's injury and length of recovery. Once the individual has fully recovered, he or she may or may NOT be choreographed back into the routine. All injured athletes MUST continue to pay in full. In the event that an athlete is injured you should notify your coach of the happening of such injury immediately. Thereafter, you should continuously update coaches as soon as possible with all information concerning doctor's prognosis, estimated length of recovery, potential for surgery, and any change in circumstance affecting their ability to perform the physical skills required to fulfill their role on the team.

Family Emergency: This term is not to be taken lightly. Contact Dottie, Brian or your Team Coach immediately upon the occurrence of such emergency.

2. Competition Attendance

Roll will be taken at the beginning and end of each competition day. Prior to each competition, Athletes will be given the following set of team-specific times for each competition:

Arrival time

- when you must be present in the competition venue

Meet Time

- when your team is required to meet with coach and congregate at a specific place designated by the team rep. Team Reps will take roll as the athletes prepare to walk to warm ups. Athletes must leave all backpacks, purses, make-up, warm up jackets and pants etc., with parents at this time.

Warm up time

- the time the event-hosting company has scheduled the team to warm up

Performance time

- the time when the team is scheduled to perform

Award time

- the time of the awards ceremony that your team has been scheduled to receive its award

Release time

- when you are officially dismissed and allowed to leave the competition venue

o In certain circumstances your release time may be schedule before your awards time. In this case you may opt to leave at earlier release time, however, doing so will result in forfeiting any awards and prizes you may win.

o From your arrival time to your release time, every athlete is required to watch and support all ALLURE teams except the scheduled time that his or her team is to be warming up. Athletes may not leave the competition before their respective assigned release time without prior approval from Dottie and/or Brian. Leaving early or not supporting a team without permission may result in disciplinary action

Dress Code

1. Practice Dress Code

- Athletes must wear the correct practice clothes, practice hair bows and cheer shoes must be worn at every practice.
- If an athlete does not have on the correct practice clothes he or she is required to purchase the correct practice clothes and it will be charged to your ALLURE bill.
- Practice shorts should not be rolled up excessively. They are intended to be worn as shorts, not bloomers.
- Practice clothes may sometimes shrink and athletes will likely grow throughout a season. ALLURE staff may require an athlete to purchase larger sized practice shorts or tops, should the fit become extremely unflattering or inappropriate.
- Athletes are free to purchase larger sizes or additional sets of practice clothes at anytime throughout the season.
- Hair must be pulled up, out of your face, in a high ponytail, with a RED ribbon at every practice. Short chin-length bobs may be worn pulled back by a headband or half up/half down.
- If a female does not have her red ribbon, she is required to purchase a red ribbon and it will be charged to your ALLURE bill.
- Boy's hair must cut out of the face and off of the neck and must be cleanly shaved.
- Tattoos must be covered.
- Top Girls must wear bloomers under her practice shorts
- Young women are required to wear sports bras, rather than regular bras under their practice tops to provide adequate support. Sports bras can even be layered by wearing multiple sports bras at once for additional support.

- Black lycra shorts are allowed during practices.
- NO jewelry of any kind allowed in the gym. Neither ALLURE nor ALLURE employees are responsible for jewelry if it is worn into the gym, removed for practice, lost or stolen.

2. Competition Dress Code

Athletes have only 3 Dress Code options that may be worn at competitions. Athletes may wear their:

1) Full Uniform, or

2) ALLURE warm up. This is the “official” ALLURE, or

3) ALLURE-inspired athletic attire. If you chose not to purchase the ALLURE warm-up, then you must wear the comparable equivalent of the ALLURE Warm-Up. Your “ALLURE-inspired” warm-up must be in the form of solid ALLURE colored athletic gear, with either an ALLURE logo or no logo at all

- All hair and make-up must be COMPLETE before entering the competition venue. DO NOT ARRIVE without your hair being competition ready.

- Upon arrival to a competition, you may wear your uniform top with jacket over it.

- o You may either wear your skirt under your pants (under no circumstances ever may your skirt be worn over your pants) or you may bring your skirt on a hanger or in a bag until it is time to put it on.

- o All “dressing” and “changing clothes” must be done in a restroom, not the ALLURE room, hallway or any other public place because ALLURE cheerleaders are always to be 100% ready-to-go, being completely “put together” when in uniform and looking like classic “clean cut” athletes that our program boasts. This allows athletes to equate putting on the ALLURE uniform to mean that it is “gametime” and also provides confidence through the “look good, feel good” principle.

- The only ALLURE T-shirts that will be allowed to be worn over your uniform are the Black Program Shirt or Team Specific Shirt. No other t-shirts may be worn over your uniform top unless specified by Dottie.

- You must wear athletic shoes at the competition at all times. (Absolutely NO Uggs or flip flops etc)

- You are NOT allowed to wear any jewelry at any time during competition days.

- No Hats of any type

- Only apparel may be worn from the event company that we are competing to and during the competition. (Example - IF it is a Cheersport competition only Cheersport shirts and jackets are allowed NO WCA, UCA etc.)

Role of Parent

Parents are expected to:

- Encourage their athlete to always treat fellow teammates, coaches, and ALLURE staff with respect.

- Ensure that their child understands what we expect of them as an athlete, as explained in the “Role of Athlete” section above.

- Not express their opinions during practice or coach their athlete “from the sideline,” i.e., from the parent-viewing area or the lobby.

- Defer to the coaches’ discretion regarding team decisions. Inevitably, we will lose or gain team members through the course of a season. Any dismissal or addition of a team member is solely at the discretion of the coach or owner.

- Withholding a child from practice or competition should never be used as a form of punishment. This punishes not only your child but every other team member and parent.

- Refrain from threatening to quit or pull their child from a team. This is unacceptable parent behavior that will not be tolerated. Any such threats will subject parents to disciplinary actions, including removal from the team.

- o Parents should not listen, participate or instigate idle, worthless gossip.

o Parents should not “manipulate” other parents and ALLURE members while present at ALLURE practices and competitions. Any perceived issues and concerns must be resolved directly, in accordance with the “Issue and Conflict Resolution” section below.

- Parents are responsible for their athlete’s activities and behavior at out-of-town events.

Travel Obligations

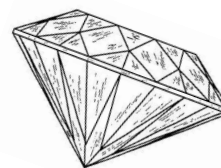
- Parents must understand that competitions are not vacations and that athletes' time and focus should be fully committed to the team and ALLURE throughout the time of the event.
- Please note that from time to time, you may be required to attend an event on a Friday and leave the event on a Monday, due to scheduling by the event company and/or ALLURE.
- If a parent/guardian cannot attend an out of town event, you will arrange for another ALLURE parent or responsible adult to travel with your athlete to and from the event, and to be responsible for the athlete during the entire event. If a parent/guardian cannot accompany your athlete to an out of town ALLURE event, you must notify the ALLURE staff no less than 30 days prior to the scheduled departure date for the event and inform the ALLURE Staff of any alternative arrangements made for my athlete’s supervision on that particular trip.

Role of Team Representatives

This is a very important job responsibility and is a very important role for the team. If you are interested in this responsibility and would like to be considered for this position, please let Dottie or Brian know. This coaches pass may be used by the rep to enter the event without paying the spectator entry fee.

If you choose to be a team representative, you will be responsible, but not limited to, the following duties:

- team management from arrival to release time at all competitions
- Sending out team emails
- be the “go-to” person with concerns/suggestions for the coach
- organizing and preparing team outings
- organizing goodie bags for competitions
- taking roll at all practices



Issue and Conflict Resolution

- It is imperative that you understand that discretionary Coaches' decisions are made based on the good of the team, even though you may, personally disagree with the same. These decisions are made after considering all relevant information and consultation with those involved. Coach’s decision will be objective and always based on their best evaluation of the facts.
- Please be mindful of the fact that routine positions are always fluid and never absolutely "set in stone." Athletes will naturally progress over time, some more rapidly than others. ALLURE recognizes and rewards hard work and dedication. Therefore it is NOT safe to assume that, because your athlete is doing a certain role in the routine during summer months and even at the time of choreography that he or she will be doing (or not doing) this same thing at the end of the season.
- Specifically, if you have an issue, concern or conflict, you must follow the following protocol, in the order listed below. This method has been proven to be the most effective and fair way to address these issues and concerns in furtherance of positive conflict resolution achieved through the fairness, transparency, and being open-minded in both listening and communicating.
 1. The athlete should speak to the coach about the matter. In cases where the athlete is too young to adequately articulate the issue, then the parent may communicate the concern to the coach.
 2. If the matter remains unresolved, or if the athlete has clearly legitimate concerns that speaking to the coach will not or cannot possibly resolve the matter.
 3. The parent should then email the coach, and copy Dottie and Brian.
 4. If the email process does not resolve the matter, an in-person meeting will be called with the coach, parent, Dottie and Brian.

Protocol for Athlete Discipline

Athletes are expected to behave themselves in a manner consistent with the expectations and policies stated herein. When an athlete's behavior does not meet these requisite standards, (for example, where an athlete continuously defies coaches' directions at practice, repeatedly talks to coaches or teammates in an inappropriate, rude or disrespectful manner, or displays an overall lack of team-commitment that creates an environment that is not conducive to learning and unproductive for others, amongst other things) we will address such issue by resorting to the disciplinary actions, in the order listed below.

1. The Coach will first discuss the problem directly and privately with the athlete, with the assumption the problem will be corrected immediately.
2. If the problem persists, the Coach will remove the athlete from his/her team practice in response to this unacceptable behavior.
3. If the problem remains to be an issue, the Coach will communicate with the athlete's parents to discuss the problem and lack of response on the part of the athlete. Parents will have the opportunity to be involved with correction of the problem at this time.
4. If the problem continues, Dottie, Brian and the Coach may temporarily suspend the athlete from participating in team practices. (i.e. "benching" for a period of time) The Athlete must attend and watch all practices, dressed in practice clothes, but will not be allowed to step on the mat with the team, tumble or stunt. The purpose is to remove the athlete from the practice so that he or she must then sit quietly, watching his or her team so that they gain a renewed perspective on the importance of respect for the coach and the team. It is the goal that viewing the practice "from the outside looking in" will be an appropriate punishment to reinforce a central tenet of the ALLURE philosophy, requiring team members to be committed to his or her teammates, as part of the Allure family.
5. If the situation warrants, further disciplinary actions may be taken, including team-removal, for example.

Our desire is to work in a positive way with all Athletes. Should a problem arise, rest assured that we will make every effort to find an acceptable and creative solution, while also enforcing all policies and procedures set forth herein, in a fair and consistent manner.

FINANCIAL POLICIES AND PROCEDURES

Team Placement-

Following team assignments, parents are required to attend the first practice for the annual parents' meeting at which time they will sign the ALLURE Handbook and accept their athlete's respective team assignments-----The team deposit is non-refundable.

ALLURE will no longer allow athletes who have not met their previous season financial commitment to participate in Team Selection. We provide monthly installments as a courtesy for parents.. During registration week, an authorized monthly draft using your debit or credit card will be available. There is also the option to pay in full for the whole year with a 10% discount off your monthly gym fee. The below fees are only an estimate, whereas any additional ALLURE t-shirts, hotels and transportation costs are not included! This financial commitment is for a full 8 months. If you commit to becoming a member of a team you are responsible for all cost and fees associated with having a spot on a team list for the entire 8 months.

Remember, we are passing along our real expenses; we don't have the bank balance to pay expenses without fee income when due. Understand that our expenses must be paid on time and we expect the courtesy of payment from parents on time.

If you quit or are released from the team list you continue to be financially responsible for fees in full. These fees are expected to be paid on the assigned payment schedule. If you are listed as an alternate for a team, you are financially responsible for the year in full whether you compete at every competition or not.

