

It is the responsibility of the parent to review the following rules and regulations with their athlete(s) prior to signing an agreement to participate on any competitive team representing GymTyme Illinois. All athletes will be held to the highest of standards and are expected to commit fully to their teammates and coaches. To that end, parent cooperation is an integral part of supporting all athletes and teams in meeting these commitments. Together with staff, this attitude of accountability will ensure a successful season for all involved. We thank you for choosing GymTyme Illinois for your All Star experience and we look forward to a phenomenal year!

### General Code of Conduct

- No profanity or rude language
- Punctuality is a must. Make it a habit to arrive at least 10 minutes early.
- Anyone threatening to quit will be asked to leave immediately
- We are a family values company. All athletes, parents and fans represent the GymTyme name and are expected to behave in a respectful manner toward staff, event producers, judges, other teams/gyms, and especially our own members at all times. Inappropriate behavior (physical/verbal abuse, bullying, threats, gossip, public intoxication, etc.) can result in expulsion from practice or immediate dismissal without refund.
- Negative comments (in person or online) regarding other athletes/teams, routines, choreography, athlete placement, competition results, etc., are considered unsportsmanlike and contribute to a hostile atmosphere that diminishes the experience of other customers.
- Illegal drug, tobacco or alcohol use by athletes on our premises or at events is strictly prohibited. Any depiction of an athlete engaged in this type of activity on social media is also forbidden. Reports or suspicion of abuse will result in the immediate removal from practice or the event and an athlete/parent meeting will be scheduled to discuss disciplinary action.

### Visiting Our Facility

- The gym, dance studio and fitness room are reserved for staff and enrolled participants (practices, classes and open gym). Anyone entering these areas MUST have a waiver of participation on file. Parents, friends and relatives must remain in the viewing area unless specifically invited in by staff. This is a ZERO TOLERANCE policy. Anyone entering restricted areas without express permission will be subject to:
  - 1st offense:** \$50 insurance fee will be charged to the family account (athlete cannot return until paid)
  - 2nd offense:** Offender will not be allowed to enter the building (dropoff/pickup only)
  - 3rd offense:** Athlete/family will be dismissed from the program without refund
- Young children cannot be left unattended in any of our public areas. Please monitor your children at all times.
- We strive to maintain a clean and welcoming establishment. Please do not leave trash on or under tables and chairs. We ask that you immediately notify the front desk if you discover a maintenance issue.
- No animals in the building.
- Staff room is intended for staff only.
- Please do not enter the deli or take products from the deli.
- No food or drinks allowed in the gym/studio except water.
- There is no smoking inside our facility or within 50 feet of any entryway.
- Vandalism, destruction of property or theft are grounds for immediate dismissal and/or legal action.

## Communication / Social Media

- It is the responsibility of the parent to stay informed. Please check email and team reminder apps regularly. If you are not receiving emails, contact the gym right away.
- We follow the 24-hour rule. Oftentimes, our emotions lead us to react rather than respond. Please allow 24 hours to reflect on a given situation before approaching a staff member. This provides everyone the opportunity to process events and prepare for a productive conversation. Under no circumstances will we engage a parent who is escalated beyond rational discussion.
- All formally scheduled meetings with parents will have at least two staff members present.
- Communication apps (Facebook, GroupMe, REMIND, or text groups) are reserved for sharing events, schedules, updates and other information related to practices, competitions and community events. They are not a forum to express grievances.
- Do not use social media (commenting, posting, messaging) to make inquiries via our public channels or staff's personal accounts. The best way to get answers is through email or calling the front desk. We at GymTyme Illinois are committed to providing exceptional customer service, however we cannot be available 24 hours a day. This is especially true when texting a coach directly. Please be respectful of your coaches personal time outside of the gym.
- We reserve the right to request you remove from your personal accounts any negative content that is harmful to our program and/or ban you from engaging on our public accounts.
- We will ask each team for a "team parent" volunteer to help share information throughout the season and to be a point person at competitions. Team parents will need to sign an additional agreement promising to adhere to their specific role and responsibilities.

## Team Placement

- Team rosters will be comprised of members whose talents provide the best chances for success at competition.
- Team placement is based on age and overall abilities across all skill sets. In some cases, an athlete may not have the required minimum tumbling skills to make a certain level team, but possesses other skills that would be beneficial to a certain team.
- All team placements, routine positions and stunt spots are at the discretion of the coaches, and can be changed at any time.
- Skills demonstrated at tryouts must be maintained or advanced throughout the season. If an athlete regresses during the season, a placement meeting may be scheduled and the athlete may be moved to a more appropriate level team.
- Athletes are not allowed to compete with any other cheerleading program at the same time. You may participate on a school squad as long as it is not a competitive team and it does not interfere with your GymTyme practices.

## Attendance

- Attendance is crucial to the success of the team. All missed practices must be documented in writing. Failure to notify the gym is considered a no call/no show and is subject to a disciplinary meeting before an athlete may return to practice.
- Athletes are allowed three (3) unexcused absences per season. Upon the third absence, a disciplinary meeting will be set up with parent and athlete to review program expectations.

**Excused absences include:** contagious illness, family emergency, pre-approved family vacations. (In the case of the "two weeks prior to comp" rule (see below), only a physician-verified illness or family emergency will be considered excused. However, we may still assign an alternate to fill your spot at the event.)

**Unexcused absences include:** non-academic school functions, traffic, too much homework, too tired, don't have a ride, birthdays or family parties, withholding athlete from practice as a form of parental discipline.

## Attendance (cont.)

- All absences should be reported sooner than later. Please notify the gym of any absence by:
  - 1) Email your athlete's name, date of absence and reason for absence to [allstardirector@gymtymeil.com](mailto:allstardirector@gymtymeil.com)
  - 2) If less than 4 hours notice, please send an email AND call the gym as soon as possible prior to your practice. DO NOT report absences on social media or by text or the absence will be considered unexcused.
  - 3) Pre-planned vacations should be discussed with your coach, all star director and/or owner at least 90 days prior. Alternates/fill-ins will be discussed if the vacation is in conflict with a camp or competition.
  - 4) We understand that traffic or other unforeseen circumstances may cause tardiness. If you are going to arrive late to practice, please call the gym. Any tardiness over 30 minutes may be considered an unexcused absence.
- DO NOT post athlete absences within team communication apps for other parents to see. This is a private matter between your athlete and staff.
- Practices are mandatory the two weeks prior to a competition. If an athlete misses a practice during this time, they forfeit their opportunity to compete and no refunds will be given. No exceptions.
- Athletes are required to attend their chosen level tumbling class if included in your program. This ensures top scores at competition and is a preventative measure against "losing skills" and mental blocks.
- All competitions are required for all athletes unless otherwise specified.
- Post-season practices may conflict with spring break. We will not approve any vacations or tolerate unexcused absences during the three weeks leading into Worlds or Summit. Please plan accordingly.

## Injury/Illness

- If an athlete becomes ill or gets injured, whether at practice/class or outside the gym, they may "sit out" for one practice. Any additional practices without participation will require a doctor's note that includes reason for non-activity and expected recovery/return date.
- Athletes are still expected to attend practice when they are injured or experiencing a non-contagious illness. In most cases, coaches will either modify expected activities or have the athlete observe.
- It is recommended that you seek the opinion of an orthopedic doctor (sports specialty preferred) when assessing an injury. Be sure to get a specific therapy or recovery plan. Elite Athlete Chiropractic is also available for injury assessment.
- An athlete on "injury leave" requires a doctor's medical release letter to return.
- If a substitute is needed to cover your spot while injured, it is the discretion of the team coaches when to allow you to return to the team. (IE., if your release date is 3 days before a big nationals, you may have to wait it out until you can get enough practice time in before competing.)

## Practices

- Parents should not interrupt practices. If you have a question or concern, please request a meeting with your coach or management. Please refer to our 24-hour rule explained in the communication section.
- Practice schedules can change. We may add or extend practices before any competition.
- Coaches/management reserve the right to close practices at any time.
- Approved cheer shoes must be worn at all times.
- Proper clothing or assigned practice wear / bow must be worn.
- Hair should be styled away from the face in a high ponytail, french braid or similar style.
- Cell phones are not allowed on practice surfaces and should be stored safely in your bag, with a parent or in your car. Staff may use personal devices for taking attendance or training purposes.
- Bags should be left in the designated storage cubbies.
- Leave your valuables at home; we are not responsible for lost or stolen items.
- No jewelry; it's a safety issue.

## Competitions

- Each athlete is required to have a suitable chaperone at all competitions and appearances.
- Information regarding arrival time, performance time, etc., is emailed out as soon as the information becomes available. This is typically sent on Wednesday just prior to the event.
- Athletes will arrive on time and **ready to compete** based on the master schedule. Check in with your team parent and remain with your team until a coach arrives. *It is not the responsibility of the team parent to do hair, make-up, etc.*
- No jewelry of any kind may be worn at competition. Remove any piercings prior to warmups. Jewelry cannot be taped as it is against USASF rules. Remove hair bands from your wrist as they are considered grounds for a deduction.
- When the entire team has checked in and is competition ready, the coaches will then take them to warmups. This may be earlier than listed on the master schedule if all athletes are ready.
- Parents are not allowed in the warmup room at any competition for any reason.
- After your performance you will be instructed by staff / team parent on a meeting time and location for awards.
- All athletes must attend their awards ceremony at every competition. Athletes should wear their full uniform/costume. This includes cheer/dance shoes and competition bow.
- Athletes are required to be in GymTyme apparel at all competitions/events. Bare midriffs must be covered at all times except when reporting to warmups/performances.
- Parents and athletes may not contact the competition companies. All questions or concerns must be directed to GymTyme Illinois.
- Hotels are chosen by staff and every athlete is encouraged to stay at these designated hotels (exception, Stay-to-Play events).
- In the event that you are unable to compete (illness, injury, family emergency, program dismissal) you forfeit any competition or travel fees associated with your participation.
- Athletes are responsible for paying the competition/coaches fees for any alternate that fills their spot.
- If a post-season bid is earned, we reserve the right to designate alternates and/or replace athletes for lack of performance or disciplinary reasons.

## Team Parties/Gifts

- We encourage celebrations for birthdays and accomplishments. For the safety and consideration of all of our customers, the following guidelines must be followed:
- You must reserve your party with the front desk. A \$25 non-refundable facility fee is due before we will hold the party space on your selected date.
- Please work with your coaches to ensure festivities do not interfere with practices.
- Athlete birthdays may be celebrated without fee in our lounge when sharing small wrapped "take-away" treats.
- Team gifts and goodie bags are welcome but are not mandatory. Team parents may not require that any athlete/family participate in the purchase of these items.
- Team gifts/parties are strictly volunteer. Any individual that attempts to make a profit from hosting a party or purchasing/producing gift items will be dismissed from our program without refund. Please discuss your plans with the program manager.
- You cannot create or sell your own GymTyme clothing, bows or other accessories. The GymTyme name, all team names, the logomark (GT star) and logotype are property of the gym. All ideas must be approved by management and we request that you work with our approved vendors. Production and/or sale of unauthorized merchandise will be subject to legal action and/or a \$500 fine.

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*We reserve the right to add and/or update these rules and regulations at any time during the season. All families will receive an email notification of any changes to the policies outlined in this agreement. © GymTyme Illinois 05.01.17*