



Archer Athletic Association Cheerleading Handbook

Welcome To AAA Cheerleading!

Our mission is to promote, encourage, direct, and operate athletic programs for the children and youth of the Archer Community in Gwinnett County Georgia. The Association will strive to promote good sportsmanship through its athletic programs and activities. AAA goals include the teaching of proper skills and techniques, instructing the principle of good sportsmanship, emphasizing physical fitness, providing an opportunity for fun and enjoyment, the development of a teamwork attitude, promotion of pride in one's sense of accomplishment, recognition in one's shortcomings, the acceptance of defeat, and the joys associated with winning. The Archer Athletic Association (AAA) football and cheerleading programs field football and cheerleading teams from first grade through the eighth grade. AAA participates in the Gwinnett Football League (GFL) and adheres to the rules as set by the GFL. The cheerleading program is focused on teaching the fundamentals of cheerleading while instilling good sportsmanship, character, and team work in a fun, supervised environment. To ensure the success of the AAA cheer program we need the support of parents and volunteers. All AAA cheer board members and coaches are volunteers, and are not compensated for their time. To make your child's cheerleading experience the most enjoyable, we encourage you to help our coaches and team moms provide a positive experience and atmosphere for all of our participants. A positive environment with positive role models will benefit your child and instill confidence. We hope your child has a great cheerleading season!!

Important Dates

All dates are kept current on the AAA website at www.playaaasports.com. Registration is during the March/April time frame with uniform fittings following in April/May. During the month of July there will be uniform pick-ups, drafts, and mandatory camps. The month of August marks the beginning of the season with mandatory cheer-off camp, jamboree, and the first games. Cheer-off is usually the first or second Sunday in October. Regular season games conclude in October and the championship games are usually scheduled in mid-November.

AAA Cheerleading Rules

1. No jewelry of any kind allowed at practices or games. No nail polish or acrylic nails at games.
2. PARTICIPATION:
 - a. Cheerleaders must arrive 30 minutes prior to scheduled game time or at the time set by the coach.
 - b. Any cheerleader arriving at a game after pre-game half-time performance warm-up will have to sit on the bench during half-time with the coaches and not participate in halftime.
 - c. Any cheerleader arriving at a game after the team has taken the field will have to sit in the stands for the first quarter with her parents until the quarter is over. The cheerleader may enter the field only between quarters.
 - d. Cheerleaders must attend practices. Cheerleaders are responsible for cheers, chants, and dances missed in their absence. It will be her responsibility to learn anything missed in her absence outside of scheduled practice.
3. Disrespect to coaches or team members, unsportsmanlike conduct and failure to adhere to the GFL code of conduct will NOT be tolerated.
 - a. First offense will result in a verbal warning to the cheerleader and parent/guardian.
 - b. Second offense will result in a verbal warning to the child and parent/guardian along with a written incident report that will be filed and reviewed by the AAA cheer board.
 - c. Third offense will result in written incident report that will be filed and reviewed by the AAA Cheer Board that can result in the dismissal of the child.

4. Parents/ Guardians must notify the coach of any change in the child's medical condition during the course of the cheer season.
5. Complete and proper uniform is required for game day participation. This includes white no show socks, Archer cheer shoes, skirt, bloomers, shell, midriff, poms, and bow. Cheerleaders may not take the field in an incomplete uniform.
6. Parents/Guardians must adhere to the CODE of Conduct as set forth by the Gwinnett Football League and AAA.
7. Use of alcohol and/or tobacco products at practices or games is NOT allowed. Anyone under the influence of either of these will be asked to leave the park.
8. No child should be without a parent/guardian supervision at any AAA games or GFL function. It is the parent's responsibility to have an adult responsible for his/her child for ALL AAA games or any GFL mandated function. Parents must notify the coach or team mom who is responsible for their child. Failure to have a responsible party at a function may result in the child sitting out at games. It is up to the coach's discretion about parent supervision at practices. Coaches may decide to have closed practices in which parents drop cheerleaders off and picks them up 10 minutes prior to the completion of practice. Late pick-ups are considered unacceptable and will not be tolerated.
9. Profanity or any threatening, abusive language towards the coach, parents or AAA official will NOT be tolerated.
10. Gwinnett Football League Rules take precedent of AAA rules, except in the case where AAA's policies may be more stringent than GFL's.
11. All GFL rules will be adhered to and strictly enforced within Archer Athletic Association .
12. AAA will not pay fines imposed by the GFL. All fines are imposed on individuals for individual violations. The individual or Head Coach will be assessed fines from the GFL for certain violations, therefore said individual will be responsible for paying the resulting fine. All team moms, assistant coaches, head coaches, and cheer board members will be given a GFL rule book and will be held accountable for all information in the book. No fines will come out team funds. Fines must be paid in full by the date specified by GFL or the participant/coach/adult/child of participant will not be able to participate, vote, or attend games for any AAA cheer/football functions until they are paid in full.
13. GFL Rules violations will result in discipline by the GFL as well as immediate elimination of duties of the violating participant at any level within AAA.
14. Return eligibility will be assessed by the governing AAA Cheer Board at the time as such violation has occurred to assess if the offender will be eligible to return to AAA at any time in the future. If it is determined that the offender may return, it will be no earlier that on full year from the beginning of the season in which the violation has occurred.

15. Coaches are strictly prohibited from isolating or humiliating any child at any level. There will be no exceptions. The participants are here to learn, compete, gain camaraderie and have fun. AAA will never tolerate profanity towards a player, calling a child a name other than her own or an accepted nickname, (accepted by the child themselves), or anything else that may be construed as demeaning or degrading to a child. This is non negotiable and if anyone is found to have violated this rule, the result will be automatic dismissal from AAA with a permanent ban from the association. All instances unless witnessed directly by an AAA Cheer Board member, will be investigated fairly by the AAA Cheer Board.
16. Absolutely NO NON-GFL Certified coaches may participate with any players registered with AAA (other than their own children at home) in any capacity at any time during the scheduled GFL season. This includes pre-season practices all the way through the end of playoffs.
17. GFL certified coaches are set into place prior to the season.
18. All practices will be held on AAA approved grounds only. AAA insurance does not cover any participant practicing off of AAA approved grounds. Off-site waivers may be obtained from the website and must be signed by all participants prior to off-site practice. AAA insurance will not cover any participant practicing on off-site grounds even with a signed waiver. Approved grounds include Harbins Park and the schools located within the Archer Cluster.
19. The AAA Cheer Board will schedule practice locations and use the GFL mandated times for each team to insure that each team has ample practice time and space.
20. Trainers Clinic & Head Coaches clinic are mandatory!!! Failure to appear or leaving early will result in a GFL fine.
21. **Social Media Policy:** No member of the Cheer Board, Coach, or Team Mom may post negative comments about the Archer Athletic Association, its officers, its board members, its sports programs, or its sports board members to any social media websites including, but not limited to, Facebook, Google Plus, Pinterest, or Instagram. All members of the Cheer Board, Coaches, or Team Moms are representatives of AAA Cheer and shall strive to represent AAA and AAA Cheer in the best possible light. Eligibility to return the following year must be approved by the AAA Executive Board and AAA Football Cheerleading Board.

GFL Code of Conduct

The Code of Conduct of the Gwinnett Football League is herewith specifically incorporated into these rules of conduct that apply to each association, coach, trainer, participant, cheerleader, or spectator.

1. Prohibitive conduct may result in the imposition of a fine and/or suspension or expulsion of the coach, participant, participant, official, or spectator from any GFL sanctioned activity.
2. Any spectator who is asked by a GFL Officer or a GFL Representative to leave the confines of the arena and refuses to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and a fine.
3. The use of any tobacco product within the confines of a playing field. A violation of this provision will result in a fine.
4. Profanity will not be tolerated.
5. Being under the influence of alcohol or any controlled substance, consumption of, or the possession of any alcohol or any controlled substance is specifically prohibited. This prohibition relates to any practice, any game, or any GFL sponsored activity. Any individual in violation of this rule shall at a minimum be barred from the practice, game, or activity for that day. The second violation within any one season shall result in suspension or expulsion from the GFL.
6. Use of noise-makers, except cow bells, thunder sticks and shakers, are not allowed at GFL games. (Shakers being described as empty plastic bottles, no larger than 20 ounces, filled with beans, rice, and/or glitter.) A violation may result in a fine.
7. A referee's flag thrown against the stands will be considered a flag against the bench. Such a flag will not be charged as a personal flag against any coach. Any conduct from a participant, coach, or cheerleader that is deemed in contravention of the Code of Conduct of the Gwinnett Football League may, in addition to the penalties outlined herein, result in the GFL imposing a penalty of forfeiture of one or more of all games previously played.
8. All coaches and all trainers are required to wear shirts, baseball-type caps, and/or jackets which clearly identify them as a member of the coaching staff. Violation of this rule may result in a fine.
9. All coaches, trainers, and those on the bench area during a game are expected to dress in an appropriate manner. Long hair is to be restrained, cut-off jeans are not allowed, emblazoned t-shirts are prohibited, and other dress that is deemed to invite laughter is prohibited. Closed-toe shoes must be worn at all times. A violation of these standards may result in a fine being assessed.
10. Any coach or participant who is ejected by a game official for violation of the aforementioned rules of the GFL or the GFL Code of Conduct must leave the confines of

the arena. Failure to do so will subject the person so refusing to leave to suspension or expulsion from the GFL and a fine.

11. When a coach, participant, or spectator is asked to leave the confines of the arena, the GFL Representative from the association involved must be notified. 12. Officials must file a report with the on duty GFL Rep for any coach, participant or parent who is flagged, ejected or who is a disciplinary problem.

13. Any parent, spectator, coach or participant that approaches and/or follows a game official within the confines of the playing area and parking lot, may be subject to a penalty, including suspension of the offender and fine or expulsion of the offender and a fine.

Coaches Responsibilities

1. All AAA Cheerleading Head and Assistant coaches are expected to provide a positive and enriching atmosphere for our cheerleaders.

2. All coaches will make every effort to correct any behavior issues on the field. However, if there are issues a coach cannot correct, they will seek out parental involvement to resolve the situation or conflict.

3. Coaches will notify the cheer director if there are any continuing problems with a child or parent.

4. Coaches will not favor one particular child nor discourage any child from participating.

5. Coaches will promote, encourage and teach your child to the best of their ability all aspects of cheerleading and working together as a team.

6. The head coach will have the GFL certification book with them at all times.

7. The Head Coach is the communication point of the team. All issues should be raised to the head coach and not assistant coaches.

8. The Head Coach will discuss only your child with you.

9. Head coaches set all practice schedules according to GFL mandated times Monday thru Friday. Practice schedules may be different for different teams. Participants must accept the practice schedule that the head coach sets up. Parents should consider other outside activities or sports before signing up for AAA football cheerleading.

Attendance at other functions - except school related functions - will constitute an unexcused absence (examples: softball, soccer, competition cheerleading, etc.). Head coaches are responsible for cheer line-ups, dance formations, and stunt groups. Head coaches may use their discretion in forming these groups.

10. A cheerleading representative from the home team must greet the visiting team prior to the start of the game to let the other team know about restroom and concession facilities and paramedic stations. Cheerleaders do not meet and greet until after half-time. Visitors perform first during half-time and each squad must perform

some part of their routine to the opposing side of the field. Limit half-time performance to a total of four minutes. This includes entering the field, announcing of names, a dance and all cheers, and exiting the field. Teams should perform their half-time routines that were taught at summer camp. In the event that a team does not use summer camp choreography, the cheer board must be notified. AAA pays Archer High School for half-time routines and wants to be aware of any modifications. Cheerleaders must cheer from the beginning of the first quarter to the end of the fourth quarter and should not leave the sidelines at all during the game. Water breaks - and only the beverage of water - are permitted but no food is allowed on the sidelines. Girls should use the restroom before coming to the game.

11. Head coaches are completely responsible for keeping up with the balance of their spirit fund and following all spirit fund rules detailed in the cheer handbook. Assistant coaches and team moms may assist in money collection from parents, but head coaches handle the spirit fund. There are no exceptions. Parents should be provided access to spirit account books at all times. In order to coach the following year, all spirit fund rules must be followed.

12. Coaches are a cheerleading squad's most valuable assets. They are instructors, confidence builders and mentors. However, they must also be skilled trainers and knowledgeable about the rules and regulations of the sport. Choosing to become a cheerleading coach can be a very rewarding experience. All coaches, assistant coaches, and team moms must know and follow all rules in the provided GFL Handbook, AAA Coaching Book, and Cheerleading Red and Silver Book.

Head Coach

The head coach is responsible for the entire squad and everything that happens with the squad that he or she is certified to during the season. He/she is to make sure all AAA rules and GFL rules are being followed. Everything that the squad does falls completely under the job of the head coach. He/she can delegate powers how he/she feels fit but the final decisions should always come down to the head coach. Coaches need to:

1. Keep all parents, helpers, and cheerleaders informed of all important information for the cheer season - schedules, practices, games, snacks, gate duties, concession stand duties, cheer-off, etc.
2. Responsible for all cheerleaders at all times and make sure that a cheerleader is never left alone.
3. Conduct yourself in a professional manner at all times.
4. Make sure all squad rules, AAA rules, and GFL rules are followed by coaches,

parents, and cheerleaders.

5. Make sure to keep track with all money during the season and follow AAA and GFL rules with budgets. The spirit book should be available for review by parents, coaches, and cheer board members at all practices and games

6. Keep the certification books current and present at all games.

7. Make sure cheerleading responsibilities are carried through: banners, meet and greets, music approved, pep rallies, banquets, etc.

8. In the event of any incident during a game, the head coach must immediately file an incident report and submit to the director ASAP.

9. In the event of any breach of agreement between cheerleaders or parent/guardian, the head coach should attempt to settle the problem first. If this cannot be done, the head coach must contact the cheer director, who will contact the AAA cheer board, AAA executive board, and/or GFL cheerleading director to find a resolution.

10. Head coaches are encouraged to reach out to Archer High School cheerleaders to help during the season. The high school cheerleaders are introduced to coaches during the summer camp and enjoy working with AAA during the football season. The girls are to be listed as high school helpers on any paperwork you share with parents. They are not coaches. High school helpers need to be labeled as "minors" on certification papers and are not subject to background checks. For this reason, they are never to be left alone with a squad. High school helpers are there to help the coach but are not coaches. They should not discuss any information with parents. They should never discipline a cheerleader or call out a cheerleader on any occasion. If the high school helper has a complaint with an AAA cheerleader, he/she should address it with the head coach and the head coach should handle the issue.

Assistant Coach

The role of the assistant coach is to help out the head coach in any way the head coach sees fit. If the head coach cannot be present, it is the role of the assistant coach to act on his/her behalf. Each head coach assigns the assistant coach different responsibilities. It is the assistant coach's job to follow through with those tasks to help make the squad run smoothly. Head coaches choose their own assistant coaches. Once an assistant coach is chosen, the assistant coach is subject to cheer board approval once background checks are complete. GFL sets the number of assistant coaches allowed on the field.

Team Parent

The role of the team parent is to help out the head coach and assistant coach with the

pencil/paper responsibilities of the team. This role is completely delegated by the head coach. The head coach assigns responsibilities throughout the season that the team parent can do to help the team run more successfully. Head coaches choose their own team parent. Once a team parent is chosen, the team parent is subject to cheer board approval and a background check will need to be completed. Some jobs a head coach might ask a team parent include:

1. Collecting money for various projects from parents
 2. Relaying important information or paperwork to parents and helpers
 3. Setting up work schedules for concession duty, gate duty, and snacks
 4. Planning a team banquet with the football team and working at the banquet to make sure it runs smoothly
 5. Sitting in the stands with the parents during games and encouraging team spirit. Per GFL, Team Parents are not allowed on the playing field or sidelines during the game.
 6. Helping to plan pep rallies with the football team parents
 7. If the team chooses to give coaches gifts, coordinating the gift with the parents.
- Please note that coaches volunteer their time and do not expect any payment or gift in return. For this reason, the cheer board asks team parents not to ask for more than \$5 per coach per parent.

Coaching Selection Process

Application Process: At the beginning of each season, the Director will solicit and accept applications for head coaching positions for all age levels. All person interested in a head coaching position should submit an online application. Head coaches from the previous season wishing to retain their head coaching position during the upcoming season must fill out an application also. Current head coaches are subject to being interviewed as candidates each season but if they are in good standing with AAA and GFL and have acceptable coaching surveys from the prior season, they will receive priority over new applicants.

Selection Process: Following the first cheerleading board meeting in January, the cheerleading director will contact candidates to schedule interviews. Members of the Cheer Board shall conduct interviews. Applicants will be evaluated on 1) coaching experience 2) knowledge of AAA and GFL 3) knowledge of cheerleading 4) ability to work well with children 5) commitment, planning, and organization. The interview committee will use the same interview questionnaire for all applicants to provide consistency in the interview process.

Notification of Head Coach Selections: The interview committee will make the head

coach decisions based on interaction with the interviewees and interview scores. The interview committee shall make head coaching decisions within three calendar days of the last interview for each age level. Once the interview committee makes head coaching decisions for all age levels, and criminal background checks have been conducted and returned satisfactorily, the cheerleading director will notify each new head coach. All candidates not selected will be notified by email. Head coaches may choose the football team that they want to work with. The squad and football team continue to work together for the duration of their AAA coaching career unless there is an issue between the squad and football team or a conflict that causes a disadvantage for another cheer squad or coach. At that time, the cheer board will vote to decide the placement of the squad to football team. If two new cheer coaches both desire the same team, the placement will go to a hat pick unless there is a conflict that needs a cheer board vote.

Criminal Background Checks: Head coaches, assistant coaches, and team moms are subject to a background check conducted by AAA and must meet background requirements outlined in the AAA by-laws.

Reduction of Squads: In the event that the number of squads in a particular age level are reduced from one season to the next resulting in the need to remove a head coach, coaches with the most tenure or hired first are given first choice to retain their head coach position as long as they have displayed high levels of integrity, skill, and dedication to their coaching duties, worked well with other coaches in AAA, and have not received unfavorable parent evaluations.

Parent Responsibilities and Rules

1. Parental support is required in order for your team to have a successful season. The coaches, team mom and AAA cannot provide everything your child needs to have a successful season.
2. A parent or guardian must be present for all games and GFL sponsored events.
3. Parents are expected to allow their coaches to coach. Please do not interfere with the instructional time of practice or at a game. Your coach will ask if they need assistance from parents.
4. Parents are expected to demonstrate good sportsmanship on and off the field, during practice and games.
5. Parents are expected to have their child at practice and READY to practice at the specified practice time. This includes proper attire. No cheerleader will be able to practice without tennis shoes and proper practice attire. No jewelry. Do not get ears

pierced before or during the season. No earrings can be worn - even on newly pierced ears. No cheerleader can take the field without proper full uniform - AAA cheer shoes, white no-show socks, skirt, bloomers, shell, midriff, bow, and poms. (No nail polish and no jewelry) Failure to have the full uniform will result in the cheerleader sitting in the stands during the game.

6. Parents are expected to have their child at their game at least 30 minutes prior to the scheduled game time or the time provided by the head coach. Failure to do so will result in the cheerleader sitting in the stands during the game.

7. Parents are responsible for all information in the cheerleading red and silver book. They sign off during registration that they have read thru it all and agree to the information found in the book. Coaches will also provide parents a copy of the book during their first parent meeting.

8. Parents, siblings, grandparents, other family members and guests must adhere to the Code of Conduct as set forth by the GFL and AAA. A violation of the Code of Conduct may result in fines and/or suspension from any GFL or AAA sanctioned activity.

9. Use of ANY tobacco products or alcohol is NOT allowed in designated football and cheerleading practice/game areas. Violation will result in fine.

10. Any participant who is ejected from a game or practice during a season is subject to suspension or ejection from the GFL and AAA without a refund. Pending the offense, the family account may not be eligible for participation in AAA sponsored activities in the future.

11. Profanity or any threatening, abusive language towards the coaches, parents, teammates or AAA officials will NOT be tolerated. Anyone found violating this rule will be asked to leave the confines of the playing area. Any spectator who is asked to leave the confines of the playing field area and then refuses will be escorted out of the park by Gwinnett County authorities on the premises. Further incidents of this kind will be documented and if upon approval of the AAA Board of Directors, the child of the parent involved can be dismissed from the AAA and no refund will be given. Future application of this child into the Association would be upon the approval of the AAA Board of Directors. The decision of the AAA Board of Directors is final. No refunds will be given for any child/parent dismissed from the association for behavior issues.

12. Uses of noisemakers, except shakers, are not allowed at games. Violations may result in a fine.

13. Parents are not allowed on the practice or game fields - certified coaching staff only. No cameras or video cameras are allowed on the playing field by any parent, coach, or GFL official.

14. Parents are expected to assist coaches and team moms with the various responsibilities required during the season. This includes the required volunteering for ticket gate and concessions. All parents will be assigned a duty during the season. A fine

of \$50.00 will be imposed on any squad that does not fulfill their obligation of duties, which in turn **will** be transferred to the parent that did not show for a duty or refuses to volunteer. The child of the parent will not be able to participate in any AAA functions until the fine is paid to the association. It is expected that each cheerleader will have a parent or guardian in attendance at the assigned duty. Parents sign-off of their understanding of this rule during registration.

15. Parents must abide by the Gwinnett County Parks and Recreation Rules. **THIS INCLUDES PARKING IN DESIGNATED PARKING SPACES ONLY. PER GWINNETT COUNTY ORDINANCE, IT IS UNLAWFUL TO PARK IN ANY AREA NOT CLEARLY DEFINED AS A PARKING SPACE.** Park police have zero tolerance policy for this violation - no warnings will be given.

16. Unsportsmanlike conduct is defined as, but not limited to the following:

- Harassment of participants, fans, coaches or officials

- Use of profane language and/or gestures

- Public threats of physical violence

17. Any suspension may be appealed by using the following process; the suspended individual (parents, guardians of a player) should submit in writing a detailed account of the incident to the appropriate sports director within 48 hours of the incident. It will not be accepted after 48 hours of the incident. The statement should give the names of any witnesses that observed the incident. The sports director then will perform a preliminary investigation and make a recommendation to the AAA Executive Board.

How Parents Should Handle Issues and Concerns

When a parent has a complaint, the following procedure should be followed to attain resolution:

Step 1

Communicate the problem to the Head Coach and attempt to come to a resolution. In order for there to be resolution, no complaint should ever be communicated without a proposed solution accompanying it. Pick a time that is appropriate to talk calmly, privately, and candidly with the coach. The coach or parent may, however, ask one other parent or coach to join the conversation as a witness. Please keep in mind that due to the emotional aspects prior to and immediately following a game or practice, this is **NOT** an appropriate time to have an objective conversation with the coach regarding any problems or issues you may have.

Step 2

If the problem cannot be worked out with the coach, the parent/coach needs to

communicate the issue to the cheer director. The Team Mom or Head Coach will have their contact information or it can be found on the website. The problem must be submitted in writing with the results from steps 1 documented. The AAA Cheer Director will NOT address any issue until step 1 has been completed and the results documented in writing. AAA reserves the right to refuse any child based on history of non-conforming to established rules set by AAA and GFL. The AAA Cheer Board will make every attempt to resolve all matters, as they deem fit or necessary. The AAA Cheer Board's decision is final on all matters relating to AAA Cheerleading.

AAA Cheerleading Board Positions

The AAA Cheerleading board will consist of the following positions:

(1) Director - voted on by the AAA community (1 vote)

(2) Assistant Director - voted on by the AAA community (1 vote)

**The remainder of the positions are appointed positions by the director and each has one vote. Some positions might include but are not limited to: secretary, activities coordinator, etc.

**An executive board liaison may sit at any cheer board meeting and report information back to the AAA executive board but does not have a vote at the local level of cheerleading, only the executive level.

Registration

AAA cheerleading is open to all cheerleaders grades first to eighth grade. All individuals who register to participate in cheerleading prior to the cut-off date will be accepted. There will be no registrations after the cut-off date due to inability to acquire uniforms by the opening season date. The AAA cheer registration fee can be found on the webpage and is due at walkup registration or online. The spirit fee is also due at this time. This is payable by credit card, cash, check or money order. No late registrations will be allowed after the cut-off date. The registration fee and spirit fee is NON-REFUNDABLE. We ask parents to make sure they are aware of the money and time commitment before registering for cheerleading because AAA has a no refund policy and will not refund any fees paid at the time of registration. As mandated by Gwinnett County Parks and Recreation Department, an additional \$90.00 will be assessed for families that live outside Gwinnett County. The fee still applies if a parent works within the Archer community but lives outside Gwinnett County. The following items are included in the registration fee: GFL fees, AAA fees, camp clothes, camp fees, stunt clinic, and operational costs. There is a separate fee for uniforms that

remain the same for three years. Once the order of uniforms is placed with the vendor, no uniform fees will be refunded and parents are responsible for the order they write on the invoice form. AAA does not take any responsibility for sizes and orders exactly what is written on the form.

Insurance

Included in the registration fee is a supplemental insurance policy provided through GFL and AAA. Please note that this insurance is supplemental - your insurance is the primary insurance for any injury. The supplemental insurance may help with some cost that your primary coverage may not address. AAA offers no guarantees of coverage, as the actual carrier makes those decisions. Complete details are available. If you have any questions regarding this policy, please contact the AAA Treasurer.

Physicals

AAA and GFL cheerleading does not require physicals.

Birth Certificates

Per GFL rules, to verify a cheerleader's age, we are required to have a copy of the cheerleader's birth certificate with a raised seal or a valid passport before they are able to participate. Birth Certificates will be verified and copied during the registration process and kept on file. Any cheerleader without a birth certificate or passport on file with AAA WILL NOT BE ABLE TO PARTICIPATE IN ANY AAA EVENT/PRACTICE UNTIL A BIRTH CERTIFICATE IS ON FILE. GFL cheerleading is grade based.

Evaluations

Evaluations are only performed if there is a split in football teams. AAA will follow GFL guidelines in determining the split of teams, evaluations, draft, and certification. If the number of total girls warrants a split in order to give each football team a cheer squad then evaluations will be done. When the evaluation is done, each cheer squad will be certified to a specific football team and a specific cheer coach. Per GFL, cheerleaders may not cross cheer squads. Cheer squads may practice together in the same location

but may not combine for Saturday games, sideline cheering or half-time routines. GFL may vote for squads to combine for the cheer-off competition. Head coaches must freeze his/her own child to their squad. Each squad is allowed a maximum of three freezes for coaches/staff members. The freezes must still be evaluated. First and second grades cheerleaders do not go thru the evaluation process. All returning cheerleaders will be rated as "1" and new girls as a "2". Third thru seventh grade squads will perform a taught chant/cheer and a jump of his /her choice during the evaluation process. The director of cheerleading will tabulate the scores and divide the girls into 4 categories (A, B, C, D) which will be used during the draft. Any girl absent from evaluation will have her name placed in the hat pick pile. Under no circumstances will "stacking of the teams" be permitted. Eighth grade cheerleaders will cheer as one large squad at all eighth grade games - possibly two games a week - unless the cheer board decides differently. AAA follows all GFL rules regarding the open draft - names are visible on draft cards. Girls are divided evenly based on performance during evaluations. No cheerleaders, except for the three freezes per squad, can be guaranteed a specific team. We do not honor ride shares. AAA divides teams solely on ability and does not discriminate based on color, race, sex, or religion. None of these elements are noted on the forms during the draft performance. Only names of individuals and ability scores are on the draft cards. AAA strictly follows the guidelines set forth by GFL.

Stunts and Tumbling

No stunting will be allowed during games or practices unless a GFL certified coach is present. Cheerleaders will be taught stunts according to grade levels (first thru eighth) set forth by GFL. Cheerleading stunts and tumbling are not permitted on paved areas, including tracks. If the performing surface is wet, muddy, unleveled or otherwise unsafe, the coach should not permit the squad to stunt or tumble. Two-handed spotters are required for all stunts. A definition of a stunt is: "a stunt is when a cheerleader relinquishes control of her primary body weight to another individual or individuals". Tumbling and stunting will be permitted with written parental consent that will be kept on record with AAA.

Uniforms

AAA changes cheer uniforms approximately every three years. Prices are set by a contract with the vender and will remain the same for three years. They may be found on the website. Optional items are subject to change each year. Registration does not cover the cost of the mandatory uniform. It is a separate fee that is paid by cash, check, credit card or money order and is subject to tax. Parents are completely

responsible for the sizes they order. No order can be changed once it is submitted. No uniform can be refunded once it is ordered and payment is expected before ordering. There are two uniform fitting dates available and all uniforms must be ordered on this date - no exceptions can be made in order to allow for a July delivery date.. Mandatory items include: shell, skirt, body liner, briefs, poms, shoes, and bow. Optional items include: wind suit, hoodie, and bag. All items are subject to tax.

Practice

Once your child has been selected to a team, the coach will contact you to let you know which team she has been selected to, what time practice will begin and where practice will be. The head coach sets the practice dates and times. Parents are asked to make sure their cheerleader is not involved in any additional extra- curricular activities that will conflict with AAA cheerleading. Since our coaches volunteer their time and are expected to be at every practice and game, all girls are required to attend practice in order to participate in games. School activities, sickness, family emergencies, and religious holidays are the only excused absences. Failure to attend practices will result in sitting in the stands on game days. In the event of inclement weather your coach or team mom will contact you to inform you if practice has been cancelled, delayed or rescheduled. Practices are NOT optional. Timely and regular attendance at practice is crucial to the success of the squad. Cheer practices begin at our mandatory camp at Archer High School. This camp is mandatory and squads will learn their half-time performance for the season. Teams will begin scheduled practices the following week. A practice shall be no longer than 2 hours per day, 5 days per week with a maximum of 10 hours per week Monday through Friday prior to the start of the school year. No team shall practice more than three days per week after school opening and such practice is limited to 1 1/2 hours per session for 1st grade thru 7th grade. 8th grade practice is limited to 2 hours per session after school opening. After week one of the season, the 1st grade squads will go to two practices per week. Per GFL, there are no Saturday practices after the start of jamboree and no Sunday practices. Practices may be set on any other days Monday thru Friday. Cheerleaders should drink plenty of water on practice days. It is recommended that each cheerleader bring water to practice. Cheerleaders should use the restroom before practice. Cheerleaders are expected to be in attendance from the beginning to the end of practice. Breaks are up to the discretion of the coach.

Cheer-Off

GFL has a cheer-off cheerleading competition each year. It usually takes place on the first or second Sunday of October at the Gwinnett Arena. AAA only allows current AAA football cheerleading participants that are enrolled in the first grade thru eighth grade in school to participate. The costs for each squad to participate is taken out of the spirit fund, although you may decide to purchase t-shirts, flowers, videos, pins, and raffle tickets as part of the cheer-off fundraiser. Spectators are charged a fee to attend. Cheerleaders compete against other associations in the Gwinnett Football League. Cheer-off is NOT mandatory. Cheer-off is completely separate from the football cheerleading season. Practices are held on separate days. Archer sets up the week immediately following the Archer High School camp as the cheer-off camp week. This week will be mandatory for cheerleaders performing in cheer-off in order for them to learn the routine - no exceptions. Cheerleaders may still be a part of the cheerleading squad and not be on the cheer-off squad. Because cheer-off is a competition, each cheerleader will be asked to sign a commitment form with rules to be on the cheer-off squad. The rules are set by the cheer board and are executed by the head cheerleading coach. Cheerleaders should not sign-up to be on the cheer-off squad if she is not fully committed to putting forth 100% effort to the squad. Attendance at all practices from beginning to end is required each practice day. Cheerleaders that do not follow all rules will be dismissed from the cheer-off squad. Cheer-off is a time that the cheerleaders get to take center stage and perform to the best of their abilities. AAA has been very successful at cheer-off over the past few years. We want our cheerleaders to shine and enjoy the sport of cheerleading! The AAA cheer board stands behind the commitment form. Girls that do not attend the required practices, mandatory cheer-off camp, or do not show the sportsmanship needed in this team event will be dismissed from the cheer-off squad.

Additional Expenses

AAA wants to provide each person with an idea of the additional expenses that may be incurred during the football season. The information is estimates only:

Team and individual pictures are available for purchase ranging from \$20.00 - \$ 55.00 depending on the package you select.

Banquet Meal - while each cheerleader's meal is covered, additional family members must purchase their meal.

Teams may participate in fundraisers during the season and sell Archer related items to support the squad. All items purchased after the mandatory uniform fitting are strictly optional. Only items purchased during the mandatory uniform fitting are expected.