

Round Rock Independent School District



**CHEERLEADER AND  
MASCOT HANDBOOK**

**HIGH SCHOOL  
2012-2013**



Round Rock ISD Athletic Department  
January 3, 2012

Round Rock ISD does not discriminate on the basis of race, color, national origin, religion, sex, or disabilities in providing educational services, activities, and programs, including vocational programs in accordance with the Title VI of the Civil Rights Act of 1964, as amended; Title XI of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, as amended; and Title II of the American With Disabilities Act. For information on compliance with these, contact RRISD Athletic Department, Round Rock Independent School District Administration, (512) 464-5480. Each parent and cheerleader candidate will be provided a current copy of the RRISD Cheerleader/Mascot Handbook. An electronic copy of the current handbook will be accessible on the RRISD Athletic Department web page and a copy will be filed with each Campus Principal, each campus Cheerleader Coach, the Athletic Director(s), the District Cheerleader Program Director and the Round Rock Central Administration Office.

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# Round Rock Independent School District

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## CHEERLEADER AND MASCOT HANDBOOK HIGH SCHOOL ~ 2012-2013

### PREAMBLE

The Cheerleader and Mascot Handbook guidelines have been developed to outline the expectations and accompanying procedures for each Round Rock Independent School District high school cheerleading program. This handbook was designed and prepared as a basic operating instrument to define and explain qualifications and responsibilities of the cheerleading programs.

All extracurricular activity participants will be subject to the provisions of the Round Rock ISD Student Code of Conduct, Round Rock ISD Extra Curricular Code of Conduct, University Interscholastic League (UIL) regulations, and the Side by Side Texas Education Agency's (TEA) guidelines for cheerleading. The TEA and the UIL does permit a school district to impose stricter standards than those in the TEA or UIL requirements, but the district shall not impose more lenient standards. Additional cheerleader program expectations may be published by each campus. Therefore, in case of a conflict between this handbook and a campus handbook, this handbook will prevail.

The RRISD Athletic Department will review and evaluate campus decisions for district-wide consistency and continuity in following the intent and spirit of this handbook. The handbook guidelines and procedures are reviewed annually and revised when warranted by the Athletic Department. The contents of this handbook are not contractual, and do not give rise to a claim of breach of contract against Round Rock Independent School District. Furthermore, the contents of this handbook apply to all students of the district, as the contents now appear in the handbook or may be amended in the future.

Revised January 2012 – Round Rock Independent School District – Athletic Department

## ARTICLE I – PURPOSE

The purpose of cheerleading is to create, promote and uphold school spirit and a positive school environment by participating at athletic events and extracurricular activities as deemed appropriate by the campus administration and sponsor. Participation in the regular curriculum is a right afforded to each student, while participation in the extracurricular program is a privilege that carries additional expectations for acceptable conduct.

## ARTICLE II – MEMBERSHIP

Squad membership will exist from tryout date to the last day of the subsequent school year.

A high school campus will have three (3) separate cheerleading squads. Selections will include:

- The **Varsity Squad** will consist of sixteen (16) cheerleaders.
  - Tryouts are open to students enrolled in the tenth (10) and eleventh (11) grades during the year of tryouts.
- The **Junior Varsity Squad** will consist of twelve (12) cheerleaders.
  - Tryouts are open to students enrolled in the ninth (9) and tenth (10) grades during the year of tryouts.
  - An exception will be made allowing current eleventh (11) graders, who have cheered at least one (1) previous year within the district, tryout for a spot on the JV team.
- The **Freshman Squad** will consist of twelve (12) cheerleaders.
  - Tryouts are open to students enrolled in the eighth (8) grade during the year of tryouts.
- The **School Mascot** will promote school spirit at athletic events by assuming the identity of the school mascot.
  - Tryouts are open to students enrolled in the ninth (9), tenth (10) and eleventh (11) grades during the year of tryouts.
- If a cheerleader moves, quits or is removed before the first day of camp, the next cheerleader that did not make the top 12 or 16 would then be moved into that position.

## ARTICLE III – EXPECTATIONS

Cheerleaders must enjoy learning and performing cheers, chants and dances. Cheerleaders must promote and maintain relationships with faculty, administration, student body, and work cooperatively with the drill team, band, athletic teams, and all school organizations.

### Section A – School Leadership

1. Cheerleaders are required to abide by rules and follow directions given by school authorities.
2. Cheerleaders will demonstrate determination, hard work, strength, dedication, and self discipline.
3. Cheerleaders will strive to cooperate and be a part of a cohesive unit.
4. Cheerleaders will strive to improve themselves and others through positive interaction and accountability.
5. Cheerleaders will exhibit loyalty to the squad and demonstrate leadership, honor, and integrity.
6. Cheerleaders will demonstrate good sportsmanship and promote school spirit which will be defined by a generosity and genuine concern for others.

### Section B – Physical Functions

Cheerleaders must be capable of performing the essential functions for a cheerleader. Functions as listed:

1. Cheerleaders will demonstrate clear diction, vocal strength, rhythm and coordination.
2. Cheerleaders will perform physical moves that may involve jumps, balance, agility and upper body strength.
3. Cheerleaders will exhibit stamina in physical activities that involve physical endurance and fitness and they will be able to perform routines in both indoor and outdoor settings, in heat and cold weather.

## ARTICLE IV – REQUIREMENTS

### Section A – Participation

1. Cheerleaders must enroll in the cheerleading class.
  - The cheerleading activity class credit may serve as a physical education substitute for the state high school graduation plan.
  - The cheerleading class may consist of selected TEKS-based curriculum from Physical Education Personal Fitness and Health-I TEKS.
  - The cheerleading class time will allow for rehearsal of routines and planning for future performances.
  - A student may be enrolled in two extracurricular classes so long as they both do not meet on the same day. (TEA Side by Side)
2. Cheerleaders must attend all scheduled before and after-school practice and performances.
  - Cheerleaders absent from a practice or performance will be subject to discipline, unless extenuating circumstances exist.
  - Cheerleaders must attend all summer practices or be subject to discipline.
  - Cheerleaders may be prohibited from activity and may be allowed an excused absence with a doctor's restriction in a written statement submitted to the Head Coach.
3. Cheerleading squads selected by Round Rock ISD will **not** be allowed to participate, as a representative of the school, in cheerleading competitions.

### Section B – Academic

1. Any cheerleader that receives a grade **below** 70 at the end of a grading period or who fails to meet the standards in the Individual Education Plan (IEP) may not participate in extracurricular activities for the allotted time set by the RRISD UIL Athletic Eligibility Schedule.
2. Any cheerleader that becomes ineligible will not be allowed to perform, travel with the squad, or wear his/her uniform for any reason for the term of ineligibility. The Head Coach will determine if the cheerleader(s) is required to attend an event without participation.
3. Any cheerleader that has been ineligible for two or more six-weeks grading periods during the current school year shall be subject to dismissal from the squad for the remainder of the year and will be ineligible to try-out for the following school year.
4. Any cheerleader that receives a grade **below** 70 at the end of a grading period in an approved Advanced Placement class will require a grade of 60 to apply for a participation waiver once per semester.
5. A participation waiver request must be filed with the appropriate administrator by the due date.
6. All cheerleaders will be allowed one participation waiver, in one course, for one grading period, per semester in the district policy approved class list only. The first semester waiver will not be transferable to the second semester.

## ARTICLE V – QUALIFICATIONS

Each candidate must be enrolled in and attend school at a RRISD campus to be eligible for tryouts.

### Section A –Mandatory Parent Meeting

All candidates and their parent/guardian(s) must attend a cheerleader orientation meeting. A sign-in sheet will be used for verification of attendance to this meeting.

1. If a parent is unable to attend the informational meeting due to extenuating circumstances, the parent must name a proxy to take his/her place at the meeting. The parent must make arrangements to obtain all written and verbal information from the cheerleader information meeting.
2. Failure of the parent, guardian or a parent designee to attend will result in the candidate's being ineligible to tryout.
3. A parent/guardian signature will be required to obtain any and all information from the Head Coach only. Receiving information from another parent/guardian of a student will not meet this requirement.

## Section B –Candidate Approval

Cheerleader candidates will be limited to those approved by use of the following criteria:

1. Candidates will not have been academically ineligible for two or more six-weeks grading periods during the current school year. If a candidate has failed a previous six weeks, they must pass the remaining six weeks in order to be eligible to cheer the following school year.
2. Candidates must have exhibited appropriate conduct in the classroom and other school and community settings in accordance with the Round Rock ISD Student Code of Conduct and the Round Rock ISD Extra Curricular Code of Conduct.
3. Any current cheerleader who has resigned or been removed from the squad will not be allowed to tryout for the following school year.
4. Citizenship and discipline records for each candidate will be considered for a measure of the conduct standards. Referrals that exclude candidates from RRISD Cheer Tryouts include, but are not limited to the following:

### One (1) or more of the following referrals:

All of TEA's Chapter 37 Incident Codes, plus:

- (460)- Disrespect to Staff
- (520)- Forgery
- (540)- Refusal to Comply
- (550)- Failure to Attend D-Hall/SDH/ISS
- (570)- Aggressive Actions
- (660)- Damage to Property of Others
- (670)- Theft/Possession/Sale of Others Property
- (710)- Threats/Intimidation
- (720)- Bullying
- (730)- Harassment
- (680)- Disrupting School Environment/Edu. Process

### Three (3) or more of the following referrals:

- (430)- Persistent Misbehavior
- (470)- Inappropriate Familiarity
- (510)- Obscene/Unauthorized Materials
- (530)- Gambling
- (560)- Profanity/Inappropriate Language
- (590)- Excessive Tardies
- (620)- Leaving School Grounds/Unexcused Absence
- (630)- Cheating or Lying
- (640)- Violation of Computer Acceptable Use Policy
- (650)- Dress Code Violation
- (690)- Excessive Absences
- (700)- Horseplay
- (21)- Other Violations of the Student Code of Conduct

A district committee will review students that do not meet the criteria in the areas of citizenship and discipline records.

## **ARTICLE VI – TRYOUTS**

The Round Rock ISD Athletic Department will coordinate, administer, and interpret all aspects of the cheerleading tryouts for each school. All tryout results are declared final by the RRISD Athletic Department.

### Section A –Required Forms

All candidates must have a current physical form and an emergency card on file to participate in the tryout clinic activities. All required forms must be submitted to the Head Coach:

1. Letter of Intent
2. RRISD Emergency Information Card
3. RRISD Medical History & Physical Form
4. Any other school-specific form(s) required by your schools' Head Coach

### Section B – Clinic

1. A District pre-tryout clinic will be conducted during the week preceding the cheerleader tryout. The format of the clinic is established at the district level.
2. One day of attendance is required at the district clinic. If a candidate misses more than one day of the tryout clinic, that candidate becomes ineligible for tryouts. The only exception for missing more than one day of clinic is that the candidate provides a doctors' note recognizing a serious illness, as well as provides proof of a full-day school absence on the specific day of clinic.
3. The pre-tryout clinic will include campus specific instruction for the routines and skills to be evaluated by judges during the selections process.

- Any candidate not present at a clinic session is responsible for learning any missed material on his/her own time from other candidates rather than from clinic leaders or the campus coaches.
- Spectators are not permitted to watch or videotape clinic practice.
- Current 10<sup>th</sup> and 11<sup>th</sup> graders must mark JV, Varsity or both on the Letter of Intent prior to the completion of the first day of your campuses' tryout clinic.

### Section C – Guidelines

- All candidates must be physically present before the judges and able to compete in order to be eligible.
- Random numbers will be used to identify candidates during tryouts and to declare squad selections.
- The coaches will be allowed in the warm-up and holding areas prior to and during the tryout. Coaches will not be involved in the tallying of scores.
- Electronic recordings will not be permitted for tryout purposes.
- The Round Rock ISD Athletic Department will review, tally and certify each candidate's tryout scores.
- In the event of a tie for a position on a squad, the tie will be broken by adding the highest judge's score back in to the total score. In the event there is still a tie, the lowest judge's score will additionally be added back in to the total score. Alternates will not be named.
- Cheer candidates will be prohibited from using any type of communication device during the designated campus tryout hours. In the event of an emergency situation, staff will be responsible for establishing communication with the parent by use of information provided on the student's emergency card.
- The tryout will be closed to the public. Parents will be prohibited from having contact with any candidate(s) during designated campus tryout hours with the exception of an emergency situation. Failure to comply may lead to disqualification.

### Section D – Judges

Tryouts will be conducted in a closed setting with three to five judges who will be used for the selection process. In the event that five judges are used, the candidate's highest and lowest score will be dropped and the final score will be the average of the remaining three scores. If less than five judges are used, all judge's scores will be tallied for final computations.

- The judges for the tryouts will be selected by the Athletic Department.
- The judges will be briefed about definitions for each of elements in the tryout rubric.
- All judges' scores and decisions are final.

### Section E – Tryout Attire

- Each cheerleader candidate must purchase a tryout uniform not to exceed \$10.00.
- Shoes and undergarment(s) will be supplied by the candidate.
- Hair must be worn in a pony tail with hair secured away from the face. Hair that is too short to be worn in a pony tail shall be worn "half-up" and away from the face.
- No glitter make-up/lotions or jewelry and nails must be shorter than fingertip length.

### Section F – RRISD All-District Tryout Time Schedule

**Saturday, March 24, 2012 @ Cedar Ridge HS**

All Schedules subject to change prior to tryouts.

| Squad          | Location | Check-In | Begin   | Finish  |
|----------------|----------|----------|---------|---------|
| Round Rock HS  | Gym A    | 8:00am   | 8:30am  | 10:00am |
| McNeil HS      | Gym B    | 8:00am   | 8:30am  | 10:00am |
| Westwood HS    | Gym A    | 10:00am  | 10:30am | 12:00pm |
| Stony Point HS | Gym B    | 10:00am  | 10:30am | 12:00pm |
| Cedar Ridge HS | Gym A    | 12:00pm  | 12:30pm | 2:00pm  |

## ARTICLE VII – PROCEDURES

Cheer coaches on each campus will manage daily decisions regarding the cheerleader program. Cheer coaches may develop and enforce standards of behavior that are higher than the district and they shall be published on campus with the approval of the Athletic Department and Campus Principal or his/her designee.

### Section A – Jurisdiction

1. Cheerleader issues and decisions will be determined by a final resolution made by the coaching staff.
2. Cheerleader performances shall be in accordance with the National Federation HS Spirit Handbook.
3. Any conflict between two or more school activities or events will be resolved between the campus program directors and a final resolution will be determined by the appropriate campus administrator.

### Section B – Consequences for Misconduct

1. Cheerleaders are not permitted to use hazing with initiation activities related to any cheerleader function. (RRISD Policy FNCC)
2. Squad membership may be terminated for unacceptable standards of conduct by the coaching staff.
3. Suspension or probation will remove the cheerleader from participation in performances and special events for a determined length of time.
4. Dismissal or removal will eliminate membership and he/she will forfeit all privileges of the program.
5. Resignation will be a choice made by the individual member that he/she no longer desires to participate for the duration of the school year.
6. Any member dismissed, removed or resigned of his/her position in the cheerleader program must complete all financial obligations for non-returnable/non-refundable merchandise, and turn in all school-owned uniforms.

## ARTICLE VIII – RESPONSIBILITIES OF CHEERLEADERS

Being a member of the RRISD cheer program is an honor, a responsibility and a privilege. Due to the level of the visibility of campus cheerleaders, it is imperative that squad members set a good example for peers.

### Section A – Leadership Roles

A campus may or may not choose to select leadership positions. If squad leader(s) or captain(s) are chosen, they will work closely with the Head and Assistant Cheerleader Coaches for the duration of their membership.

1. A squad captain will be required to commit time for additional responsibilities of the cheerleading program and they will be expected to be a positive role model, serving as a community ambassador of the program.
2. A squad captain will demonstrate her/his leadership by setting an appropriate example for peer groups and other squad members, assist the coaches with preparations for performances, assist with communication between cheerleading squad members and communication with coaches.

### Section B – Leadership Rubric

When a captain or leader is chosen, the leadership role will be determined by the following process:

1. A rubric will be utilized for the evaluation of each candidate that would like to qualify.
2. The rubric will be designed with consideration to evaluate the quality of leadership abilities, positive peer influence, and responsibility to assigned tasks.
3. Squad member rubrics will be accounted for in the final selection of leaders. The coaching staff will evaluate all scored rubrics and they will make the final decision for leadership positions.

### Section C – Performance Uniforms

1. Uniforms will be considered school property and will be worn only when instructed by the Head Coach.
2. Uniforms worn during the school day must meet the RRISD dress code regulation.
3. Uniforms will be worn by squad members only.
4. Uniforms must be cleaned and pressed by the date set by the Head Coach.
5. Cheerleaders will be responsible for any missing or damaged uniform pieces and he/she will be expected to pay reimbursement or replacement costs.
6. Cheerleaders must ensure the uniform is clean and in good condition before each performance.

## Section D – Personal Presentation

1. Cheerleaders will wear hair and fingernails as designated by the Head Coach.
2. Cheerleaders will not chew gum or eat during practice, pep rally, game or performance.
3. Cheerleaders may not wear jewelry while in uniform, practicing, or performing.
4. Cheerleaders may not wear navel rings, tongue jewelry, and any other type of body piercing.
5. Cheerleaders may not wear bandage coverings, a spacer or retainer inserted into a pierced area.

## **ARTICLE IX – SUPPLEMENTAL INFORMATION**

Parents or guardians must purchase or rent parts of the necessary uniform and provide money for other costs involved in being a member.

### Section A – Financial Expectations

1. Each candidate must purchase the tryout uniform of shorts, t-shirt and hair ribbon for no more than \$10. Request for refunds will not be honored.
2. All cheerleaders will be required to participate in fundraising activities to benefit the squad.
3. There will be a maximum out-of-pocket expense of **\$650** per cheerleader incurred for required cheerleader related activities, clothing and equipment.
4. Funds will not be used to purchase gifts of any type for athletes or other cheerleading squads. (UIL.480/2)

### Section B– Summer Camps

1. Summer camps are optional, but highly recommended for all squad members.
2. All travel and expenses related to attending a summer camp may be paid through fund-raising activities, individual payments or Booster Club support.

### Section C –Transportation

1. Transportation arrangement to performances will be determined by the Head Coach.
2. Cheerleaders will abide by all school transportation rules, procedures and safety guidelines.

### Section D –Awards

The Head Coach will award a letter or other related squad recognition depending on the current status of a squad member.

## **ARTICLE X – PARENT, SCHOOL AND COACH COMMUNICATION**

Parents have the right to know, and understand the expectations placed on them and their children. Coaches have the right to know if parents have a concern; a parent should discuss concerns with the coach at the appropriate time and place.

### Section A – Communication of the Parent

Communication coaches should expect from parents:

1. Concerns regarding a son/daughter expressed directly to the coach at the appropriate time and place.
2. Specific concerns with regard to the coach's philosophy and/or expectations.
3. Notification of any schedule conflicts.
4. Issues appropriate for discussion with the coach and/or school administrator:
  - Mental and physical treatment of a student.
  - Improvements on which a cheerleader/mascot may need to focus.
  - Student behavior.
  - Student safety.
5. Issues **not** appropriate for discussion with a coach:
  - Squad selection of cheers, chants, stunts or elements of a performance.
  - Any situation that deals with other student athletes or squad members.

## Section B – Communication of the Coach

Communication parents should expect from their student’s coach:

1. Requirements the coach has for his/her student and the squad.
2. Locations and times of practices and performances.
3. Squad requirements of fees, special equipment, uniforms, squad rules, travel arrangements and off-season expectations.
4. Procedures in the event his/her student becomes injured during a performance or practice.

## Section C – Appropriate Communication Between Parent, School and Coach

There are situations that may require a conference to promote resolution to the issue.

If a parent has a concern to discuss with the coach, the following procedure should be followed:

1. Call the coach to set up an appointment.
2. Outline and define objectives for a meeting and stick to discussing facts only.
3. Do not confront the coach before, during or after a practice or performance. Meetings of this nature do not promote resolution of the situation, but often escalate it.
4. Do not attempt to enter the cheerleader athletic class without **prior** written permission from the Campus Principal or his/her designee. Parents and guardians are restricted to campus visits under the guidelines for campus visitors in RRISD.
5. If the meeting with the coach did not provide a satisfactory resolution, a parent or guardian should call the Campus Principal to set up a meeting with the coach.

## **ARTICLE XI- CHEER TRYOUT JUDGING RUBRIC**

|                                  |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
|----------------------------------|------------|----------|--------|----|-----|------|---|---|--------|---|---|-----|---|-----------|---|------|
| <b>Tumbling (20)</b>             | full twist |          | layout |    |     | tuck |   |   | series |   |   | bhs |   | round-off |   | none |
| Running                          | 15         | 14       | 13     | 12 | 11  | 10   | 9 | 8 | 7      | 6 | 5 | 4   | 3 | 2         | 1 | 0    |
|                                  | tuck       | bhs-tuck | series |    | bhs | none |   |   |        |   |   |     |   |           |   |      |
| Standing                         | 5          | 4        | 3      | 2  | 1   | 0    |   |   |        |   |   |     |   |           |   |      |
| <b>Jumps (20)</b>                |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
| Technique                        | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Height/Flexibility               | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Chant (30)</b>                |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
| Knowledge/Memory                 | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Crowd Involvement/Facials/Vocals | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Technique                        | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Cheer (30)</b>                |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
| Knowledge/Memory                 | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Crowd Involvement/Facials/Vocals | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Technique                        | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Pom Dance (20)</b>            |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
| Knowledge/Memory                 | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| Technique/Rhythm                 | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Overall Spirit (10)</b>       | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Overall Impression (10)</b>   | 10         | 9        | 8      | 7  | 6   | 5    | 4 | 3 | 2      | 1 | 0 |     |   |           |   |      |
| <b>Presentation (10)</b>         |            |          |        |    |     |      |   |   |        |   |   |     |   |           |   |      |
| Appearance of hair/dress/poise   | 5          | 4        | 3      | 2  | 1   | 0    |   |   |        |   |   |     |   |           |   |      |
| Stamina                          | 5          | 4        | 3      | 2  | 1   | 0    |   |   |        |   |   |     |   |           |   |      |