



# 2025-2026 Handbook

## OUR MISSION

Our mission is to instill confidence, loyalty, leadership, and respect, while fostering lifelong friendships. We believe that each participant is a natural born athlete and, as coaches, it is our duty to train him or her so they can gain strong fundamentals concentrating on safety and quality in cheer stunts and tumbling. We focus on building a team mentality while developing individual skills. At Full Force All Stars, we strive for excellence, perfection, teamwork, and success!

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## ATHLETE CODE OF CONDUCT

Full Force athletes will be held to a high standard of moral character. Our goal is to maintain a positive and supportive attitude among our athletes, coaches, and parents to create an environment that allows our teams and athletes to achieve their goals. Our Athlete Code of Conduct outlines principles and expectations our athletes are expected to follow. Parents should read through this Code of Conduct with their athlete to ensure it is understood by all parties. Failure to follow this Code of Conduct could result in disciplinary action up to and including dismissal from the program.

- I understand that this is a full season commitment, and my team is depending on me to fulfill my responsibilities as a team member. I will not give up, threaten to quit, or quit. I understand the importance of my role as a member of my team.
- I will come to practice with a positive attitude and ready to work to achieve both my personal goals and the goals my coaches have established for my team. I realize a positive attitude is contagious and will do my best to influence my teammates in a positive manner.
- I will respect my coaches, assistant coaches, and all Full Force staff. Though I may not always agree with their decisions, I understand they were made to better the team as a whole. All decisions about team placement, routines, and spots are the discretion of the coaches and director.
- If I am faced with an issue I cannot solve on my own, I will seek guidance from my coach and parents to help solve the issue. I will help find a positive solution to the problem and not encourage it to grow.
- I will not use profanity at practices, competitions, or any place I am representing Full Force.
- I will only bring water or Gatorade into the gym. I will not bring any food, candy, or gum into the gym.
- I will never bully another athlete or resort to physical violence of any kind.
- I will demonstrate good sportsmanship to teammates, parents, coaches, judges, event staff, spectators, and rival teams before, during, and after competitions. I will not speak to competition officials for any reason. I will be modest when successful and gracious in defeat. This includes but is not limited to no bad-mouthing, gossiping, foul language, inappropriate actions, or speaking poorly of Full Force or any other cheer organization.
- No athlete may text, email, or post inappropriate messages on a social media platform about a teammate, coach, another program, individual, or about Full Force.
- The use of drugs, tobacco, alcohol & abusive language is prohibited.
- Absolutely no cell phone use during practice. Cell phones should be silenced and kept with your personal belongings and may only be used during approved breaks. In the event of an emergency, your parents will reach out to your coaches if they need you immediately.
- I understand that I am representing the Full Force name and will take on that responsibility as an honor.
- I will come to practices and competitions wearing the appropriate mandatory attire (practice wear, uniform and make up, cheer shoes, bow). My hair will be pulled up and I will remove or cover ALL jewelry (watches, necklaces, rings, bracelets, anklets, earrings, body piercings, etc.) before practice begins. I will keep my nails short and an active length (including artificial nails) during the cheer season.

## ATTENDANCE POLICY

All Star Cheer is a team sport! When any one member of the team is absent it affects the team as a whole. The Full Force schedule must be a priority however we understand an athlete must occasionally miss practice. Examples of excused absences include, but are not limited to:

- Family commitment such as a wedding or funeral
- School related function that reflects a grade
- A contagious illness

Unexcused absences include, but are not limited to:

- Jobs
- Non-contagious illness
- Cramps
- Social events (dances, birthday parties, concerts, banquets, family reunions, etc.)
- School projects or homework
- Traffic
- Weather (unless approved by gym)

**If you will miss a practice or are running late, a message must be sent to the team coaches and assistant coaches as soon as possible. Vacation requests must be submitted to office staff by 7/1 to be counted as approved absences.** This will allow adequate time to find a substitute athlete for practice. Vacation requests that fall during competition season may be denied. Please note that if an approved vacation results in the athlete missing practices the week of a competition, the athlete may be replaced for that competition. There will be no refund given for tuition or competition fees for time missed due to vacation as those funds will be used towards the replacement athlete's fees.

While your athlete's Full Force schedule should be a priority, we also understand the importance of school sports. If your athlete is planning to play a school sport, please meet with your Full Force coaches to see if an acceptable arrangement can be made.

Unexcused absences will not be tolerated and may result in removal from spots, stunts, and formations in the routine leading up to removal from the program. Three tardies will be counted as one unexcused absence. Three unexcused absences may result in dismissal from the program. Absences from the practice before a competition may also result in removal from spots and stunts.

## CHOREOGRAPHY

Team choreography is typically scheduled for each team in July or August. Aside from approved vacations, attendance is required. Each team will be scheduled for 1-2 days of choreography. Additional choreography dates may be scheduled if needed.

Details about time and attire will be communicated as soon as it becomes available. Athletes must arrive to their choreography sessions ready to work. Due to the amount of work covered during these days, disruptions and horse play hurt the team and are disrespectful to the coaches who are leading the training and will not be permitted.

## COMMUNICATION POLICY

Parents and athletes must stay up to date with all information that is provided by Full Force. Information may be shared via email or the Full Force Official Parents Facebook group. Designated team parents may also use other means of communication to share team specific updates. Parents are responsible for checking their emails and social media. It is your responsibility to stay informed.

Coaches are available for team specific questions, such as practice times, your athlete, the team. While we aim to answer your question promptly, please allow up to 48 hours to receive a response.

Contact the Director with questions or concerns about athlete accounts. Contact a member of the fundraising committee with questions about fundraising.

Contact your team's Team Parents with questions or suggestions concerning team building and bonding questions.

## COMPETITIONS

A preliminary competition schedule will be made available by September each year. Competitions may vary per team. Changes to the competition schedule will be released as soon as details become available. Attendance at competitions is mandatory. Prior to each competition, we will release the following team-specific information:

- Arrival time – the time you are expected to arrive at the venue. This time will be used for coaches to ensure that all athletes are present and prepared for the competition.
- Meet time – the time you will connect with your coaches and team to report to warm-ups. All back packs, bags, warm-ups, phones, etc. should be left with a parent/guardian at this time.
- Performance time – the time when the team is scheduled to perform. Athletes are required and parents are strongly encouraged to cheer on our teams in the VIP viewing area at competitions.
- Awards – the time awards are expected to begin. Athletes will meet with their coaches just before this time to report to awards. Athletes should report in full uniform and cheer sneakers. They are not permitted to wear cover ups of any kind or bring back packs.

Please remember competitions are live events and the times may change as the event runs ahead or behind. Updates will be made available as the coaches and director receive them. It is your responsibility to arrive on time and ensure you have all the pieces of your uniform (uniform, bow/cuff, sneakers, socks, etc.). Athletes must have a parent, guardian, or chaperone present at each competition.

Parents/guardians are encouraged to sit together in support of our Full Force teams and come to the VIP viewing area offered at most competitions to cheer on performing teams. Athletes are required to watch and support every Full Force team unless they are in warm-ups. We will have individuals dedicated to recording our performances so that parents/guardians can concentrate on watching and cheering on our teams. Our athletes feed off your enthusiasm. Athletes may not leave the competition before their respective awards without prior approval from their head coach or the director.

Parents/guardians are responsible for booking/paying for any necessary hotel and travel arrangements. We typically schedule gym-wide send-off events before any of our national competitions. A schedule of planned send-offs will be released with the competition schedule. Occasionally, competitions are designated as Stay to Play and require hotel reservations through a particular hotel. We will provide a hotel block for these overnight competitions as soon as it is available. Full Force is not responsible for reimbursing travel/hotel expenses due to changes in schedule or the cancelling of a competition. It is not recommended to purchase nonrefundable rooms or travel accommodations. Please note all competitions are subject to change, and all monies are NON-REFUNDABLE. If a competition is canceled, the organization will attempt to find a comparable replacement competition.

## CROSSOVER POLICY

At the discretion of the coaches and director, athletes may be asked to crossover to another team in addition to their main team. To align with Varsity Summit guidelines, athletes may only cross up or down two levels from their main team, however exceptions may be made at the discretion of the director. The director reserves the right to change an athlete's crossover status. Occasionally, certain teams will be set up as technical teams and will pull athletes of various levels together and these athletes may be crossing to a team that is more than two levels from their main team. To comply with Varsity rules, we will plan our end of season events to make sure we are adhering to all rules and regulations.

Any athlete who crosses to another team will be responsible to pay the competition registration fees for the additional team. The athlete will pay the monthly fee of the team with highest division and a monthly crossover fee, as well as all other costs affiliated with the additional team(s).

## DISCIPLINE POLICY

In the event that athletes, staff or parents fail to comply with the policies of the program or act in a manner that jeopardizes the team or name and reputation of Full Force, the following progressive disciplinary process will be followed:

- Verbal Warning – A verbal warning will be given when it is identified that an athlete or parent engaged in unacceptable behavior. Verbal warnings are documented and placed in the athlete's file.
- Written Warning – A written warning is more serious than a verbal warning. A written warning will be given when an athlete or parent engages in further unacceptable behavior. Written warnings are placed in an athlete's file and a copy is given to the parent.
- Dismissal – An athlete will be removed from a team or the program when the athlete or parent continues to engage in unacceptable conduct or does not correct the matter that resulted in less severe discipline.

While Full Force will generally take disciplinary action in a progressive manner, it reserves the right to decide what disciplinary action will be taken in each situation. Full Force reserves the right to dismiss an athlete or staff member from the program at any time due to policy infractions.



## END OF SEASON EVENTS

Teams have the opportunity to earn bids for various end of season events. At the beginning of each cheer season, the director and coaches will communicate what the end of season goals are for each team. By accepting your athlete's position on a team, you are agreeing to the possibility of these travel competitions and the associated fees. End of season competition registration fees and travel expenses are not included in the regular season fees. Fee information and due dates will be released as soon as they become available. Fees must be paid in full by the due date.

Full Force will release the practice schedule for the week of these end of season events as soon as possible to allow adequate time to make travel arrangements. Please keep in mind that we typically schedule gym wide send-off events before any of our end of season events and there is typically a practice scheduled in Orlando before Summit. Please check with your coach before making travel arrangements.

Coaches and the director reserve the right to replace athletes at end of season events due to delinquent accounts, loss of skills/abilities, excessive absences, poor attitudes, injuries, crossover issues, etc.

## FINANCIAL POLICIES

There are three payment options available: one annual payment, monthly payments, or biweekly payments. The preferred payment schedule will be selected at the beginning of each cheer season. If payments are not received within 13 days, your athlete will not be able to attend practices and competitions, and a \$25 late fee will be assessed to your athlete's account. **Please contact the Director or their designee concerning any payment questions.** Due dates for any other fees that may arise will be communicated via email and social media. For information concerning anticipated payment dates, please see the payment information located in our Information Packets.

Electronic payments may be made through our payment processing system, Square, or directly through our gym's account management system, Sports Engine. Cash payments may be made in the gym office during office hours or placed in the payment drop box in an envelope clearly marked with the athlete's name and what the payment is for.

Any account that carries a balance after any given due date will be considered delinquent. It is your responsibility to know the status of your account. If your account is delinquent, it is your responsibility to actively communicate with the Financial Manager regarding payment updates. While your account remains delinquent, your athlete will not be able to participate in practices, classes, team tumbling, competitions, and special events. Full Force also reserves the right to withhold uniforms, practice wear, warm-ups, etc. as well as jackets and rings earned at competitions. Any funds paid toward other items could be forfeited and applied to the athlete's past due account.

If an account remains delinquent, the athlete will be replaced until the balance is paid in full. When payment is received, the athlete will be added back to the team at the discretion of the coaches and director. An account that remains delinquent after 60 days may result in dismissal from the program. Any athlete with an outstanding balance from the prior season will not be placed on a team until all prior financial commitments have been met.

All payments are non-refundable and non-transferable. If an athlete decides to leave or is dismissed for any reason, there will be no refunds given. If an athlete leaves after choreography, a \$500 early termination fee will be applied to their account. All payments received and all funds in individual accounts, including fundraising profits and all payments, will immediately be released to the general Full Force account. You will also be responsible for any fees assessed attempting to collect outstanding balances, including collection fees, court costs, and attorney fees.

## FULL FORCE LOGO AND NAME

The Full Force logo and all Full Force names/slogans/team names are the property of Full Force All Stars. Logos and names/slogans are not permitted to be reproduced on apparel or any other item without approval from the director. Full Force apparel and gear will be offered for sale through selected vendors and links to access these pro shops will be provided on the Full Force website.

## FUNDRAISING

We recognize that All Star cheer is an expensive sport! To help offset these costs, the Full Force Cheer Club will offer a wide variety of fundraisers throughout the year. Information about these fundraisers and the process will be provided in the Full Force Cheer Club's handbook.

## GYM CLOSURES

The gym typically closes for the following holidays (specific dates for these breaks will be released at the beginning of each cheer season):

- Fourth of July
- Labor Day
- Halloween
- Thanksgiving
- Christmas/New Years
- Easter

It may be necessary to close the gym at times due to inclement weather. The Director will notify athletes and parents of any gym closings via email and on the gym Facebook pages. We will do our best to give as much advanced notice as possible, weather permitting. If you are uncomfortable driving in inclement weather, please plan accordingly and attempt to carpool if possible. Contact your coach if driving conditions are worsening in your area. There will be no refunds or prorating of monthly payments for missed



practices.

## GYM POLICIES

To maintain a safe environment for our athletes, please follow these gym guidelines:

- Only athletes registered with Full Force are allowed in the practice area.
- No food or drink other than water or sports drinks are permitted in the gym at any time.
- Cell phones must remain in backpacks.
- Full Force is not liable for any lost, stolen, or damaged items.
- Athletes are responsible for cleaning up all trash and disposing of it properly.
- We are permitted to use the gym area and the bathrooms only. No athletes or parents may enter any other areas in the building or use lockers.
- When dropped off, athletes should quietly enter the gym to wait for their practice to start. Athletes are not permitted to wait or hang out in the hallway.
- Athletes should have a backpack for their belongings. We will have a designated area in the gym for athletes' belongings. No items may be left at the gym. Any items left at the gym will become a donated item and at that time any athlete(s) may take them.

## ILLNESSES

The health of our athletes and coaches is of utmost importance. If your athlete has a fever or is experiencing nausea or diarrhea, contact your athlete's coaches and keep your athlete home from practice. If your athlete is feeling ill but not experiencing any of these symptoms, they should report to practice. Work with your athlete's coaches to determine if a modified practice is necessary.

If your athlete has an illness and is under a doctor's care, provide the gym with a doctor's note explaining their limitations. The coaches will work with you and your athlete to develop a plan to return to practice safely.

## INJURIES

Full Force values the safety and wellbeing of our athletes. If your athlete experiences an injury at practice, they should inform their coach **immediately**. Our athletes need to understand that hiding it or attempting to work through the pain can possibly hurt them further and put other athletes at risk. Our coaches and director will assess the injury and determine a proper course of action. The injury will be logged and if necessary, a parent or guardian will be contacted. If an athlete experiences an injury outside of the gym, the coaches and director should be notified immediately.

With any injury, if applicable, a physician's note must be supplied to the gym detailing the injury and what restrictions the athlete should follow. Unless the physician instructs otherwise, injured athletes must continue to attend and be engaged in practice, participating when possible. Injured athletes must also plan to attend competitions to support their team. A letter of release from the athlete's physician must be presented to the coaches and director prior to returning to full practice.

If you are injured and cannot participate, a replacement may be called in as a substitute for your spot. It will be at the coaches' and director's discretion when and in what capacity the athlete will return to the team routine thereafter.

## PARENT CODE OF CONDUCT

Full Force parents play an important role in their child's commitment to our program. Our goal is to maintain a positive and supportive attitude among our athletes, coaches, and parents to create an environment that allows our teams and athletes to achieve their goals. Our Parent Code of Conduct outlines principles and expectations our parents are expected to follow.

- I understand that this is a full season commitment and teams are depending on my athlete to fulfill responsibilities as a team member. I will not allow my athlete to quit, give up, or threaten to leave during the season. I will help my athlete understand the importance of their role as a member of a team.
- I will work with the Full Force staff to help resolve any issues. I will first contact the coach and, if not resolved, will then contact the Vice President and then Director. I will abide by the 24-hour rule. If an issue arises, I will wait 24 hours to reach out to allow time for all parties to approach the conversation with a level head unless it is a concern that threatens the wellbeing of an athlete.
- I will not use profanity at the gym, lobby, competitions, or any place I am representing Full Force.
- I will demonstrate good sportsmanship to my athlete's teammates, other parents, coaches, judges, event staff, spectators, and rival teams before, during, and after competitions. I will not speak to competition officials for any reason. This includes but is not limited to no bad-mouthing, gossiping, foul language, inappropriate actions, or speaking poorly of Full Force or any other cheer organization.
- I will respect my child's coaches and trust their decisions. I will allow the Full Force coaches to exercise their coaching skills and not intervene with practices. This includes only having my athlete train with their Full Force instructors and at the Full Force gym unless discussed with our director prior to taking them elsewhere.
- I will help ensure my athlete arrives at practice and events on time in the appropriate attire and ready to practice or perform. If my athlete will be late, I will contact their coaches immediately.
- I understand all absences must be approved by the coaches and director. If it is a planned absence, such as a vacation, it must be communicated by July 1.
- I understand that the coaches reserve the right to suspend my child's participation in practice or competitions as a disciplinary action if rules and/or the code of conduct are broken.
- I realize event producers that host competitions have codes of conduct that include parent actions and poor sportsmanship by parents can cause deductions or disqualifications of my athlete's team. I will demonstrate good sportsmanship as a Full Force parent.

## PARKING & PICK-UP/DROP-OFF PROCEDURES

To ensure the safety of our athletes, the parking spaces available in the parking lot on Ridge Ave are for our licensed teenage athletes and coaches only. Parents may use street parking available on Ridge Ave or the other streets around the facility.

Athletes may be dropped off and picked up at the entrance to the gym located on Philadelphia St. Make sure to watch that your athlete enters the building. The lane at our building on Philadelphia Street is an active bus lane, so you may not park there, only pull up briefly at drop off/pick up time.

## PRACTICE PROCEDURES

All practices are mandatory. Athletes must arrive on time, dressed in the required practice wear, with hair up, and sneakers on. All jewelry must be removed or covered. During the cheer season, fingernails should be short and artificial nails should only be applied if they can be kept to an active, athletic length.

Practices are closed unless otherwise specified by the coaches. Practice times vary per level. Occasionally extra practices are needed and will be communicated by the coaches and via email and Facebook group. Approximate practice frequency and length are as follows:

	PRACTICE	COMPETITIONS
Elite (Jun-Apr)	2 Practices/week, approx. 4 hours	Approximately 10-12 local and travel competitions, including two-day events, and possible end of season bid events *Potential overnight competitions include CANAM, Cheersport Nationals, and D2 Summit
Prep/Novice (Jun-Apr)	1 Practices/Week, Approx. 2 hours	Approximately 5 -6 local and possible limited travel competitions
Half Year/Rec (Oct-Apr)	1 Practice/Week, Approx. 2 hours	Registration and evaluations will occur in September. Approximately 4-6 local and/or possible limited travel (2-3) competitions
Tiny Novice (Oct-Apr)	1 Practice/Week, Approx. 1 hour	Registration and evaluations will occur in September. Approximately 2-3 local competitions

Additional practices may be added at the discretion of staff.

## SOCIAL MEDIA

Full Force will use their social media pages and groups to communicate gym and team information. Full Force social media pages may not be used for complaints, criticisms, or inappropriate messages about our program, our athletes, another program, or events.

Videos of the team practices and routines will be posted at the discretion of the coaches and director. Videos may **not** be posted to any personal pages on any social media platform.

## TEAM PARENTS

Each season, coaches will look for 2-3 parent volunteers to be Team Parents. This is a particularly important job responsibility and role for the team. If you are selected to be a Team Parent, you will be responsible, but not limited to, the following duties:

- Organize team bonding events
- Organize Bid Reveal parties
- Organize the planning of team gifts for end of season events
- Organize and plan team donations for Full Force fundraisers
- Plan and coordinate snacks and/or lunches/dinners for team choreography days

Team Parents are a volunteer position and are not employees of Full Force. Team Parents will work to assist the coaches and organization but are not the voice of the coach or director. Failure to follow the guidelines may result in being removed as Team Parent.

## TEAM PLACEMENTS

We are committed to evaluating our athletes based on their current age and overall abilities across all skill sets. At evaluations and call backs, athletes will demonstrate their stunting, tumbling, jumps, motions, and dance skills. Previous years of participation, attendance, attitude, and conduct will also be considered. Using the Varsity Scoring Grid as a guide, we are committed to creating strong, successful teams where athletes are able to showcase a combination of their abilities while strengthening the team as a whole.

All new and returning athletes must attend evaluations to be considered for placement on a team. All returning athlete accounts must be current to be evaluated. Please understand that athletes may be re-positioned, moved or replaced at any time at the discretion of the coaching staff. Any changes are made to benefit the team as a whole.

Please remember, tumbling alone does not dictate leveling. Everyone will be placed on a team as we have a “no cut” policy but you are not guaranteed a spot on any specific team! Athletes will be placed based upon the skills presented at evaluations and team need. Athletes should perform skills they can execute with the best technique. Execution and technique are weighted higher than the difficulty of the skill. The chart below lists level appropriate skills.

LEVEL	STUNTING	JUMPS	STANDING TUMBLING	RUNNING TUMBLING
1	Knee Level stunts, prep level.	Beginner jumps	Back walkover, non-tumblers	Front Walkover, non-Tumbler.
2	Prep level one-legged stunts, extended two legged stunts.	Level Jumps	Back handspring, back-walkover into back handspring	Running tumbling to a back handspring
3	Prep level one-legged stunts, extended two legged stunts.	Level jumps	Multiple connected back handsprings, jumps to standing back handsprings	Running tumbling to tuck, specialty tumbling to tuck
4	Release moves to extended level, twisting stunts to two feet, double twisting dismounts from two feet.	Above level jumps	Standing tuck, jumps to back handspring tuck, standing back handsprings to tuck	Running tumbling to layout, specialty pass to layout.
5	Twisting stunts to extended level to one-foot, double twisting dismounts from one foot.	Hyper extended jumps	Jumps to back tuck, standing tumbling to layout	Running tumbling to full, specialty to full
6	Twisting stunts to extended level to one-foot, double twisting dismounts from one foot.	Hyper extended jumps	Jumps to back tuck, jump to standing tumbling to full or standing tumbling to double	Running tumbling to double, specialty to full or double.

## UNIFORMS/PRACTICE WEAR

All athletes will be required to have a uniform and two sets of practice wear. Coaches and staff will communicate to all athletes which practice wear set should be worn at each practice. Practice wear is mandatory.

All uniforms and practice wear designs are approved by Full Force. Payments details will be communicated as soon as they become available. You will not receive a uniform or practice wear if your balance has not been paid and your account is not current.

The Full Force Buy, Sell, Swap group on Facebook is available to allow parents and athletes to buy and sell Full Force uniforms, practice wear, and apparel. This group is not run by Full Force and Full Force is not responsible for any sales in the group. Before purchasing a uniform or practice wear, please confirm with Full Force staff if it is mandatory for the cheer season.