

**Please complete the following information**

Child’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: \_\_\_\_\_Male \_\_\_\_\_ Female

Student’s Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student’s Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent(s) /Guardian(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Home Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Number;

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 EMERGENCY CONTACT INFORMATION List two emergency contacts other than those listed above:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name Relationship Home Phone Work Phone

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 Medical Problems/Allergies:

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 **EMERGENCY MEDICAL RELEASE**

If emergency medical care is necessary and I cannot be reached, I authorize Head Over Heels Athletics to act in my behalf in granting permission for my child to receive emergency medical treatment. Parents are responsible for all expenses incurred as the result of medical treatment.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Legal Guardian Signature Date

**Head Over Heels Hours Of Operation**

* 3:00-9:00 pm Monday – Friday
* Our program follows the Waterville Public School calendar and is not in session, on legal holidays and certain school vacation weeks, which will be updated each calendar year.
* There will be a separate summer class schedule from the end of June until school starts again in September, which will include summer day camps for your children, cheer camps and tumbling classes. Dates will be found on our website [www.headoverheelsathletics.com](http://www.headoverheelsathletics.com) or on our Facebook page.
* If Waterville School is closed due to Inclement weather, our program will not be in session. If school releases early due to inclement weather we will also be closed and you will need to arrange for alternate transportation of your child from school if you are enrolled in the after school program. We will post any information that relates to a change in our schedule to our Facebook page and there will be no refund for days missed if closed from the weather, sick days or missed classes.

**Billing**

* We bill on the first of each month which will come out of the account on file when the client first signed up. We are on a contracted billing cycle and the first month is pro-rated and will not count towards the contracted commitment.

Ex. 3 month commitment + pro-rated month

 6 month commitment + pro-rated month

* Auto-bill will turn **OFF** after commitment is ended unless notification is sent via email to headoverheelsathletics@gmail.com 2 weeks prior to continue training.
* If you would like to continue on further than your commitment please notify Erin at the email above 2 weeks prior so your bill can be adjusted.
* There are no refunds or or discounted months due to holidays, vacations or missed classes, each month will remain the same as some months have more working days than others. **Gym Will Be Closed**

New Years Eve and New Years Day

Memorial Day

4th of July

Labor Day

Thanksgiving Break (Wed, Thur and Fri)

Christmas Break (1st day of school break until New Years)

* There will **NOT** be discounted monthly tuition due to Holidays

**Competitive Recreational Cheer**

 We are super excited to introduce our communities first recreation cheer program, the ***Marshall Mavericks***. Here at Head Over Heels Athletics we offer competitive teams for athletes ages 5 to 18 of all ability and levels.  We offer summer cheer classes to prepare your skills for tryouts that are held at the end of June and again in July. Team placements will then be processed and athletes will be placed on a team appropriate for their skill and age level.

The recreational cheer season starts in August and continues through May, and we will compete at approximately 3 to 4 competitions which will be within a few hour driving radius. We will compete at one competition which will include a hotel stay and depending on any bids your team has earned, will determine which location we will be traveling to. One of these is a championship national title which if the team you are competing on qualifies, will be held in Orlando Florida at Disney World in March. Special fundraising will be organized at the time of the earned bid to help pay for this competition.

Uniforms will be provided and returned at the end of that cheer season, but athlete is responsible for purchasing spanks, cheer sneakers, socks and bow which will be listed after team placements.

Competition, music and choreography fees will be earned by multiple fundraising events held throughout the year. If enough money isn’t earned for competitions then the remainder amount needed will be paid for by the athlete. My goal is to keep costs low which is why I am purchasing uniforms and using them more than just one year. Fundraising is a big part of keeping these costs low so everyone that is part of the cheer program will be required to help in raising these funds.

A parent meeting will be held in the beginning of August to determine the competition locations, dates, fundraisers and all questions or concerns for the competitive year.

**Practices**

All team practices are mandatory! Athletes must have their hair up with a bow and inside only cheer shoes along with appropriate practice attire. If an athlete needs to be excused from practice, it is their responsibility to inform the coaches 1 week prior in order to give the coaches enough time to re-adjust the practice schedule if necessary. After the third unexcused absence, the athlete may be removed from the program. Please remember that when an athlete misses practice, it sets the entire team back.

No practice may be missed within a week of competition, consequences for a missed practice will result in the athlete being removed from the routine for that upcoming competition. Repeated absences may result in removal from the program. All athletes are required to attend ALL COMPETITIONS, if an athlete is unable to participate due to a physical limitation they are still expected to attend every practice in order to stay current on any adjustments to the routine. Any planned vacations need to be reported in writing as soon as possible as it could change practice and competition dates.

**ATHLETE CODE OF CONDUCT**

1. NO drugs, alcohol or use of inappropriate language or behavior unbecoming of the Marshall Mavericks Cheer including any kind of social media will not be tolerated. No arguing, ill words, or negative attitude toward teammates, coaches, or the program will be tolerated.
2. All practices and competitions are mandatory, it’s impossible to be successful in any team sport without each and every vital member of the team. If you frequently miss practice or other team events, you will be removed from the team, and an alternate may be moved to your spot.
3. Appropriate practice attire must be worn to all practices including cheer sneakers with no show socks. Hair should be put up in a pony tail with a bow. No jewelry and nails should be trimmed as to not scratch other teammates.
4. Leave all issues at the door and always be ready to give 100% to yourself, your team, your coaches and this program.
5. As a program, we practice and “open door” policy and encourage anyone to speak directly to management with any issues or concerns. If anyone is observed speaking negatively about a team, coach, parent/guardian or athlete, the individual will be asked to leave. This includes electronic communication via email, text and social media. If the behavior continues to be an issue, the athlete may be removed from the program.

**PARENT CODE OF CONDUCT**

**Communication**

You will receive information several ways such as the BAND app., text messages and facebook

**FEES**

Monthly tuition of $60 is due on the first of each month and will be deducted from the account provided when you signed up. A $45 registration fee is charged at the beginning of your yearly signups. All program fees are non-refundable and your account must be current for your athlete to participate.

**SOCIAL IMAGE POLICY**

We have an “open door” policy here, so if you have any questions or concerns please bring it straight to management. Publicizing and issues verbally or electronically only hurts your athlete and the program. We are happy to work with you and solve any concerns you have, and only want the best for all involved, as I see these teams as family and we all need to work together.

**PRACTICES**

There is a waiting area designated for all non-athletes and spectators are asked to stay within this area during practice. We want your athlete to get the most out of every practice session and in order for this to happen, the coaches need the full attention of each and every athlete. Distractions affect the whole team, disrupt the practice and can become a safety issue. Feel free to drop off your athlete and return to pick them up at the end of practice.

**PRIVATE LESSONS**

Stunt - $25/30 min $35/60 min

**REFUNDS**

No refunds will be granted if an athlete leaves the program, regardless of the reason or length of time. This includes the registration fee, monthly fee or any money paid for a upcoming competition.

**REFERRAL CREDIT**

Any athlete that refers a friend who registers to participate in our gym, will receive a $15 credit to one months tuition, one discount per month credited after referred athlete pays registration fee in full. That means, if you refer 3 athletes who register, your tuition will only be $45 for the following 3 months.

Competitive Recreational Cheer

$60 per month

\*2 hour practice twice a week

\*Uniforms will be provided

\*$45 yearly registration fee

**HOLD HARMLESS RELEASE**

 I hereby waive, release, absolve, indemnify, and agree to hold harmless Head Over Heels Athletics LLC., its directors, officers, organizers, sponsors, supervisory staff, participants, and any other affiliates; for, from, and against all liability because of any bodily injury, or property damage, known or unknown, which may occur or result from the participation of the above named child in any and all activities whether the result of negligence or for any other cause of Head Over Heels Athletics. I individually, and as a parent/guardian for my child, have read this release and understood all the terms. I execute it voluntarily and with full knowledge of its significance.

 Release made this \_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20 \_\_\_\_\_\_\_ by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent’s Signature

 **CODE OF CONDUCT**

 Positive attitudes keep our programs fun! Below are some guidelines participants are expected to follow: • Respect yourself and the Head Over Heels staff • Play fairly and be honest • Applaud the efforts of others • Avoid inappropriate language • Eat and drink in designated areas • Say only good things about others • Follow the instructions of the staff • Resolve disagreements in a positive way • Running allowed in gym or outside field areas • Listen during appropriate times and places • Be respectful of other members and their property • Tobacco, drugs, alcohol, and weapons are prohibited • Take care of the Head Over Heels facility, grounds, and equipment • If you make a mess, you clean it up

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s Signature Date

**AUTHORIZATION TO PRODUCE AND USE AUDIOVISUAL MATERIALS**

I hereby voluntary and without compensation authorize Head Over Heels Athletics LLC. to produce photographs, movies, videotapes, audio-tapes, and Power Point Presentations of the below named student. This authorization is given on the condition that the materials taken or produced will be used for the purpose of community education or program promotion. I understand Head Over Heels LLC. and its employees will not use these materials for compensation.

 I understand that this grant of permission shall only be revoked by a written instrument delivered to the Executive Director of Head Over Heels Athletics. This consent shall remain in effect, unless revoked.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Student

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Legal Guardian Date

 **BULLYING/HARASSMENT/FIGHTING POLICY**

 Bullying/harassment/fighting has no place at Head Over Heels Athletics. Bullying/harassment/ fighting means more than beating up or pushing people around.

 Violation of this policy includes: • Physical assaults (touching in angry ways) • Threats • Harassment (always bothering someone) • Name-calling • Racial slurs • Intimidation • Sexual harassment – physical or verbal • Spreading rumors • Extortion • Foul language • Taunting • Making insulting remarks about another student’s family members • Using the internet to harass, threaten, verbally abuse, intimidate, or spread rumors. Violation of the intent of this policy by a participant of Head Over Heels Athletics, will not be tolerated. Review of the policy serves as your WARNING. • If you are found to be in violation of this policy you will be suspended for up to one week. • On the second offense you will be suspended for the remainder of the program. There will be no refund of registration fees due to a student suspension. • The enforcement of this policy and any judgment on the punishment of a student for violation of this policy will be the decision of the Program Coordinator or Assistant Coordinator or both and is not subject to a hearing or appeal.

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian Signature Date

**CHECK-OUT AUTHORIZATION FORM**

 Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The following individuals are authorized to check-out the abovenamed student from all Head Over Heels activities.

1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \* Please note, if anyone is **PROHIBITED** from contacting or checking-out the student. Specify the individual(s) below:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_