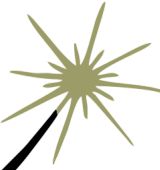


# Spark



## JUNIOR FILLIES

### MIDDLE SCHOOL POM TEAM

## HANDBOOK & CONTRACT

### 2022-2023 Season

*The athlete and a parent/guardian MUST initial in the space provided next to each section, sign at the bottom, and return the completed packet at the first practice. This is an acknowledgement that you have read through and agree to each section detailed in this packet.*

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#### Program Overview

- The purpose of this program is to help junior dancers develop the necessary skills and technique that they will utilize as they transition to their high school dance teams
- The **Junior Fillies** team is structured to reflect the values and standards of the **Ponderosa High School Poms Team**
- We aim to promote school spirit and involvement, teamwork, dedication, strong work ethic, responsibility, and respect
- The **Junior Fillies** will perform at various events throughout the season where they may be representing **Ponderosa High School** as well as their community, and in doing so, will be held to the utmost standards as laid out in this packet

**PLEASE NOTE - The emphasis of our middle school teams is NOT on “winning” but rather on building skills and fostering positive habits that dancers will utilize as they transition to their high school teams. It is important to note that as a SPARK team, we will often compete against other SPARK teams at competitions and rather than seeing them as “competition”, we will always encourage the dancers to support other SPARK teams and cheer them on.**

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#### Requirements

- Athletes must be in 6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> grade for the 2022/2023 school year and must be planning to attend **Ponderosa High School**
- All athletes/dancers must attend a tryout/selection process
  - Dates and times for the 2022/2023 tryouts have been included below

**PLEASE NOTE - There are no set numbers of athletes that will make each team. Teams will be selected by the coaching staff.**

## **JUNIOR FILLIES | HANDBOOK & CONTRACT** *(continued)*

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### **Conduct**

- As leaders, each athlete/dancer/coach acknowledges that their actions and behavior are held to a higher standard than their peers who are not participating in a sport/activity
- As a member of the **Junior Fillies** each athlete/dancer is representing their school, their program and **Ponderosa High School** at all times, and are expected to behave appropriately regardless of whether or not they are in uniform or wearing team apparel
- Respect should be given to others at all times. This includes but is not limited to:
  - Coaches
  - Instructors
  - Teachers
  - Peers
- Inappropriate language and/or behavior will NOT be tolerated and will be handled per the SPARK disciplinary actions laid out in this packet
- **Junior Fillies** are expected to maintain a positive and appropriate social media presence
  - Inappropriate language, pictures, videos, comments, or other forms of “posting” will NOT be tolerated and will be handled per the SPARK disciplinary actions laid out in this packet
  - Social media sites may include but are not limited to:
    - Instagram
    - Tik Tok
    - Snapchat
    - Facebook
    - Twitter
- Individuals in the **Junior Fillies** program are role models for their school and are expected to follow the dress code set forth by the school
- The use of alcohol, tobacco, and/or illegal drugs (including but not limited to vaping), on or off campus, will NOT be tolerated and as such may result in immediate removal from the program
  - Decisions regarding such violations will be made by the coaches and administration, and are FINAL

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### **Practices**

- **Athletes/dancers are expected to arrive to ALL practices on time**
- Practice schedules/calendars will be given to teams at the beginning of the season and coaches will do their best to adhere to these schedules for the entirety of the season
  - Please know that changes/conflicts do arise and coaches/SPARK admin will communicate these as soon as reasonably possible
  - As such when changes arise, coaches will make reasonable effort to work through obstacles with athletes/dancers
- Athletes are expected to attend every practice unless they are ill
- Every attempt should be made to schedule appointments outside of practice times
- In the event you will need to miss practice or will arrive more than 15 minutes late, coaches must be notified prior to the practice by 12:00 noon
  - Emails or phone calls will be accepted

## **JUNIOR FILLIES | HANDBOOK & CONTRACT** *(continued)*

- Unexcused absences (cases in which a coach or instructor was not notified that the dancer would be absent) will be handled in accordance with the SPARK disciplinary actions as laid out in this packet
- **In the event that the athlete/dancer is unable to attend practice or must limit practice activity due to medical reasons, a doctor's note MUST be provided for liability purposes**
- Please bring inhalers or any other medications to practice each day as necessary
- No visitors, parents, or guests are allowed to attend practice without the coach's permission
- Attire for each practice will be set by the coaches and communicated in the weekly TWIP. As such, athletes/dancers are expected to wear the proper attire as designated to each practice
  - Any and all team attire may NOT be worn by individuals who are not part of the team(s)
- Appropriate footwear (jazz shoes, pirouettes, sneakers, or other) should be brought to every practice
  - **Shoes must be worn at all times**
  - Unless otherwise approved by a coach, socks are NOT considered appropriate footwear for practices
- Hair should be secured back, out of the face, and off of the neck **by the start of every practice**
- Cell phones and any apple/smart watches should be turned on silent and should remain put away during all practices
  - Texting will not be permitted during breaks
    - If an athlete is seen on a cell phone during practice without permission, they may be dismissed from practices at the coach's discretion
  - In the event of any outside emergency during practice times, please contact the coaches directly
- ALL jewelry should be removed prior to the start of practice

**PLEASE NOTE - Attendance and timeliness are of the utmost importance in order for athletes/dancers and the team as a whole to excel over the course of the season. Failure to maintain a ninety (90%) percent attendance rate may result in the suspension from upcoming competition (or performances) but not their financial obligations.**

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### ***Events/Performances***

- All team events and performances are considered **mandatory** unless otherwise expressed by the coaches
  - If for any reason an athlete/dancer is unable to attend an event or performance, coaches should be notified well in advance
- Athletes/dancers are expected to arrive at the designated time before each performance and/or event
- Athletes/dancers should arrive ready in their uniform (or other designated apparel) and should have hair and makeup done unless otherwise instructed by the coaches
- Uniforms and/or costumes should only be worn for games, competitions, or other team events, as instructed by the coaches
  - Care and upkeep of uniforms and/or costumes is the responsibility of the parents/guardians/families
  - Uniforms and any other team attire may NOT be worn by individuals who are not part of the team(s)

## **JUNIOR FILLIES | HANDBOOK & CONTRACT** *(continued)*

- Respect should be given to all hosts, game officials, other teams, etc. at all times
  - Poor sportsmanship is unacceptable and may result in being pulled from a performance

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### **Competitions**

- Athletes/dancers ***MUST*** attend ***ALL*** practices the week leading up to a competition
  - If an athlete/dancer is at all absent the week leading up to a competition, they will be immediately pulled from the dance(s) for the given event
- Good sportsmanship should be displayed during competitions at all times. This includes but is not limited to:
  - Displayed positivity and encouragement for other teams, especially other SPARK junior teams
  - Positive encouragement and celebration of yourselves and other teams while placements are being read
- It will be left up to the discretion of the coaches as to whether or not an athlete/dancer is prepared to compete
  - If for any reason there is concern as to an athlete's/dancer's level of performance, it will be communicated to the athlete/dancer, and if necessary the parents, 2 weeks ahead of the designated Competition
  - Final decisions will be made by the coaching staff and SPARK administration if necessary

**IMPORTANT - Decisions for individuals and team members will be made on the basis of what is best for the team as a whole. All efforts will be made to communicate concerns with the athlete/dancer and if necessary the parents. Coaches and administrators reserve the right to dismiss an athlete/dancer from the squad at any time if deemed necessary.**

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### **Communication**

- Coaches will send out a weekly TWIP (This Week in Poms) to team members and parents, detailing practice times and locations, practice apparel requirements, event/performance details, and any other important information for the week
- Any major calendar changes will be emailed out by the coaches immediately
- All parents & athletes/dancers will be required to download the BAND App for team communication
  - BAND is a free app that will serve as a platform for program announcements and for team communication
  - It will be the athlete's responsibility to check the BAND app for any and all communication sent out by the coaches
- Email will be the primary form of communication between coaches and parents
  - Coaches are only available for extended communication by appointment
    - If an extended discussion with coaches is required, please email coaches to request time
  - Emails are checked by coaches and SPARK admin frequently
    - Responses from coaches can be expected within 48 hours
    - Responses from SPARK admin can be expected within 72 hours

## **JUNIOR FILLIES | HANDBOOK & CONTRACT** *(continued)*

- **If a quicker response is necessary, please notify coaches by direct message using the BAND app and coaches will do their best to respond as soon as possible**

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### **Parents**

*The key to a successful program is COMMUNICATION*

- If ever you have questions or concerns, please contact the coaches directly
  - We can not address an issue if it is not communicated to us
  - Mutual respect and support between SPARK staff and parents is of the utmost importance
- Coaches should be the *first* point of contact for all questions and concerns, including those that involve the coach(es)
  - If there is ever an instance in which you do not feel comfortable contacting the coaches first, the next point of contact should be the Middle School Program Director
- Your athlete/dancer will follow your lead and/or reaction, therefore it is crucial that you encourage positive discussions and interactions between coaches, choreographers, and other team members and families
  - Parents and coaches are expected to take the lead in displaying good sportsmanship at all games, events, and competitions
- We ask that you please help us in teaching these athletes/dancers to advocate for themselves
- Discussions with team members or coaches regarding athletes/dancers other than your child should be avoided
- All parents are encouraged to regularly attend the virtual parent meetings and take an active role in supporting our team and program
- **All parents are encouraged to volunteer a minimum of 2 times (pending opportunity) during the course of the season to help support the team with their needs**
  - A sign-up genius and/or spreadsheet will be sent out at the start of the season listing all *known* opportunities for parents to sign up to volunteer ahead of time
    - As additional opportunities arise, they will be communicated and added to the volunteer list
    - If at any time you need to or would like to switch your volunteer commitment, please email the coaches to discuss the change so that appropriate arrangements can be made if necessary
  - Parents who would like to volunteer for more than 2 opportunities are welcome to do so after all families have had a chance to sign up for desired positions

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### **Discipline**

- In the event that disciplinary action is needed over the course of the season, the following protocols will be followed by coaches and/or SPARK staff/admin
  - First Strike - A verbal warning will be given to the athlete and an email will be sent to parents/guardians alerting them of the warning that was given
  - Second Strike - An in-person meeting will be scheduled with the athlete/dancer and a parent/guardian to discuss the athlete/dancer's actions and next steps
  - Third Strike - The athlete/dancer will be suspended from one or more event(s)/performance(s)
  - FINAL Strike - The athlete/dancer will be expelled from the team

## JUNIOR FILLIES | HANDBOOK & CONTRACT (continued)

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### Financial

Please read and review the supplemental “Financial Agreement” document for a detailed breakdown of season expenses and payment expectations. The following is a general overview of the information that is detailed in the “Financial Agreement” document.

- The total costs for the season are divided into 3 general categories; tuition, facilities fees, and out-of-pocket expenses
  - Tuition is calculated on a yearly basis and divided between 11 months
  - Facilities fees are the total costs for facilities for the team over the course of the season
    - Facilities fees are billed monthly in addition to tuition
  - Out-of-pocket expenses are items that will need to be purchased and in-hand by specific dates as outlined by your coaches over the course of the season
    - These items are required to be ordered/obtained by you in accordance with team requirements
- **Tuition and facilities fees are due by the 1st of each month**
- A \$450 deposit is due at the first parent meeting to reserve your dancer’s spot in the program
  - This amount is non-refundable and goes toward your overall tuition total for the season
- Payments will be made using our GoMotion system
  - All payments are run on an auto-pay system and a valid card is required on file at all times
  - We do not mail invoices or statements - all account information and charges can be accessed via your GoMotion profile
  - A \$25 late fee will be applied to your account if payment is not received within 7 days after the balance is due
- Billing for the season runs from April to February
  - This is done to reduce monthly tuition costs
- **You are financially responsible for all contracted months or until SPARK is notified in writing a minimum of 30 days in advance**
  - If your dancer is expelled from the team, that will serve as your 30 day notice
- Accounts must be current with no outstanding balance for a student to continue participating in practices, events, and other

For all financial questions, please email Antoinette Golesh directly at [SparkJrPrograms@gmail.com](mailto:SparkJrPrograms@gmail.com)

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## ADDITIONAL ACKNOWLEDGEMENTS

### COVID Acknowledgement

SPARK will continue to follow all CDC Guidelines regarding COVID. In addition, we continually monitor county, school district, and specific school guidelines, and will continue to communicate and follow all appropriate rules and regulations as they are set. If at any time you have questions regarding current regulations for the team, please reach out to your coaches or to Antoinette Golesh at [SparkJrPrograms@gmail.com](mailto:SparkJrPrograms@gmail.com).

### Staff Training Acknowledgement

All SPARK staff including coaches and instructors are thoroughly vetted prior to being hired. Once hired, all coaches and instructors are required to complete SPARK’s rigorous training program which is specifically designed to provide our staff with the appropriate skills, knowledge, and tools that they will utilize as they step into their specific roles. Additionally, SPARK’s training program includes extensive lessons on injury prevention, general safety, and technical accuracy to ensure all staff are capable of the job. Each of our coaches and

**JUNIOR FILLIES | HANDBOOK & CONTRACT**  
**(continued)**

*instructors are CPR/First Aid certified. In addition, we require our coaches to register and gain coaching eligibility through USASF which requires a background screening and SafeSport training each year. Similar to a dance or gymnastics studio, our coaches and instructors are employees of SPARK and are expected to act within SPARK's employee code of conduct. If at any time you feel that a coach's behavior is inappropriate or unacceptable, please reach out to Antoinette Golesh at [SparkJrPrograms@gmail.com](mailto:SparkJrPrograms@gmail.com).*

**PARENT & ATHLETE CONTRACT**

I/we have read, understand, and accept the SPARK Junior Fillies team rules and policies as outlined above. I/we will assist in every way to see that these rules and policies are upheld. If I/we have any questions regarding the terms outlined above, I/we will contact the coach to discuss and receive clarity on the situation. I/we understand that failure to adhere to the rules and policies outlined above allows the coaches to enforce the consequences they determine appropriate.

**By signing below, I/we acknowledge our commitment to the Junior Fillies Poms Team and I/we are committed to all practices and events for the 2022-2023 season.**

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

Grade: \_\_\_\_\_

Athlete Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

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

Date: \_\_\_\_\_

**If at any time you have any questions or concerns, please feel free to contact the team coaches.**

**Coach Maggie & Coach Brooklyn**  
SparkJrFillies@gmail.com



**JUNIOR FILLIES | HANDBOOK & CONTRACT**  
*(continued)*

**Important Dates**

**PRE-TRYOUT MEETING**

*Monday, April 11 | 5:00 - 6:00 PM | VIRTUAL*

**\*\*Meeting link can be found at [www.spark-dance.com/jr-fillies](http://www.spark-dance.com/jr-fillies)\*\***

**TRYOUTS**

*Sunday, April 24 | 10:00 AM - 1:00 PM | Classic Dance Academy*

**\*\*CLICK HERE TO REGISTER\*\***

**First Parent Meeting**

*Monday, April 25 | 5:00 - 6:00 PM | VIRTUAL*

**\*\*Meeting link will be emailed out to all dancers/families who make the team\*\***

**SPRING SHOWCASE**

*Saturday, May 14 | 1:30 - 4:30 PM | Falcon Creek Middle School\**

*\*Location is tentative\**

**JUNIORS SUMMER CAMP**

**\*\*Required for all dancers to attend\*\***

*June 13-16 | 8:30 AM - 12:30 PM | Classic Dance Academy*

**CHOREOGRAPHY**

*July 25-28 | 5:00 - 9:00 PM | Classic Dance Academy*

**PLEASE NOTE, the dates and times listed above are subject to change at the discretion of the program and coaches. For the most accurate information, please follow us on Social media and check our website regularly.**



**[www.spark-dance.com/jr-fillies](http://www.spark-dance.com/jr-fillies)**