




CHEERLEADING

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Coaches Packet

03	30 July 2016	Removed All Star Reference	B. Billiot	D. Morse	Executive Board
02	28 July 2016	General Updates	B. Billiot	D. Morse	
01	2014	Existing			
Rev	Date	Reason For Issue	Issued By	Checked By	Approved By
		CFSA CHEERLEADING COACHES PACKET			
Document Number:					


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A LETTER FROM YOUR CFSA CHEER COMMISSIONER

2016 Head Cheerleading Coaches:

Welcome to yet another new and exciting year of Cheerleading with Cy-Fair Sports Association. I speak on behalf of CFSA Cheerleading when I say we are honored to have each and every one of you with us. If you are new to cheering with CFSA, we are so excited that you chose to be a part of the CFSA cheer program! If you are returning to CFSA cheer, thank you for your continued enthusiasm and support. All of you, together, are a part of the CFSA legacy. YOU are the foundation and building blocks of continued tradition!

After the squad and parents, the coach becomes the most influential person that will shape our girls future love for cheerleading. The coach ensures that the squads have fun, learn the fundamentals of cheer, become a strong teammate, and build passion full of pride and spirit. If that is not enough, the coach also plays a role in guiding the learning and understanding of parents and building a strong cheer family.

The Executive board of Cheer and Committee would like to congratulate you and thank you for your willingness to become a coach with our Cheerleading Organization. You have taken on a significant challenge Thank you!

But, don't worry! We have put together this packet to provide some insight and guidance. You are not expected to figure this whole thing out by yourself. We have pulled together information that provides perspectives and ideas collected from our coaching ranks. The ideas and approaches come from coaches who have been involved with the sport for 20+ years as well as fresh perspectives from our newest coaches.

This is only a guide for you as you begin your new season. You will find ideas on coaching approach, how to lead your parents, how to build a successful cheer squad. This merely gives you a place to start. You have the support of the entire CFSA Cheer Committee. Please reach out to us with any questions. We are here to support you in whatever you may need.


Welcome to the CFSA Cheer coaching family. Your experience promises to be enriching, challenging and rewarding.

Finally, I would like to thank our wonderful new committee that has grown in size and spirit this year. As a committee, we have worked hard this year to increase the customer satisfaction and the best is yet to come! And we can't wait to share it with you!

Very Truly,

Denise Morse

CFSA Cheer Commissioner 2016

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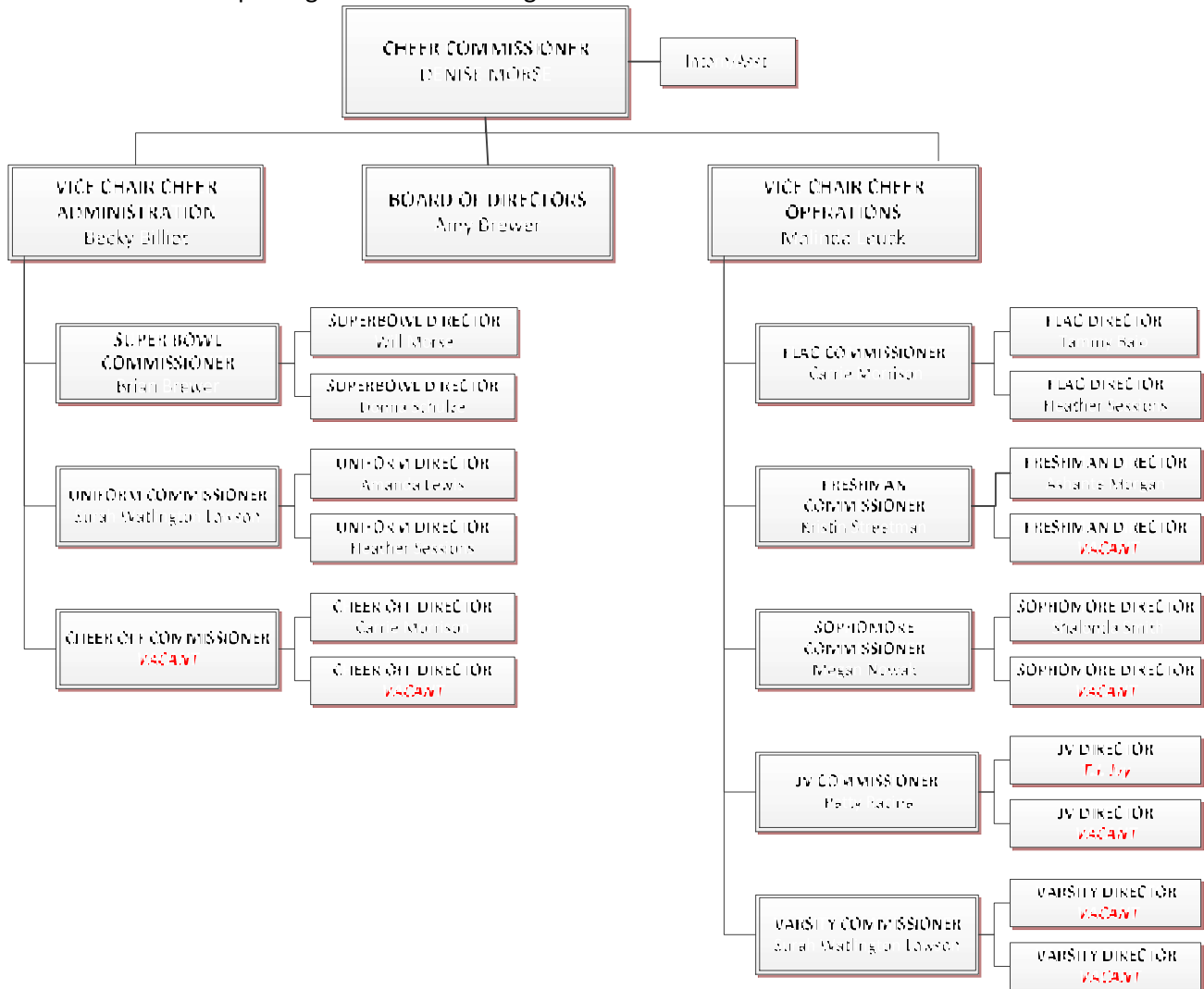
CHEERLEADING COMMITTEE


The CFSA committee has been formed specifically to organize and carry out cheerleading business and to help squad leaders effectively coach our cheerleaders. Please feel free to contact your Division Commissioner with any questions or problems. You should also direct parent’s questions that you cannot answer to your Division Commissioner. Any unresolved issues or problems should be directed to the Cheerleading Commissioner in the form of a letter or email. All committee member information may be located on the CFSA website under the Cheerleading section (at the “Committee” Tab).

CFSA CHEERLEADING COMMITTEE HIERACHY

The purpose of the hierarchy is as follows:-

- Formally document and identify the chain of command within CFSA’s cheerleading organization.
- To be a guidance tool for internal and external customer’s within the organization.
- Identify the points of contact within the organization for any input that may be required. The points of contact are not necessarily the people that will provide the information. They have the responsibility to ensure the input is provided in accordance with the instructions issued by the Executive Cheer Board.
- Provide points of contact for each of the three segments, Administration, Board of Directors, and Operations.
- Shall dictate reporting lines within the organization.



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GENERAL INFORMATION

Read CFS-CHEER-CM-001 CFSA Cheerleading Rules, Regulations, & Guidelines. This will ensure you and your squad are in compliance with CFSA Cheerleading policies. The following points have been expounded on based on the Rules, Regulations & Guidelines.

Parent Meeting

Before the first cheerleading practice, each Coach MUST hold a parent meeting. Each parent should be informed that you are a VOLUNTEER. Inform the parents of the meeting agenda, solicit assistance (Asst. Coach & Team Mom), and let everyone know the importance of working together as a team. Information listed in this packet is important to communicate to your parents, so they have an understanding of your expectations and what they can expect throughout the season.

Activities

Activities are limited to four (4) events per week BEFORE school begins. Once school begins activities are limited to three (3) per week, i.e. three practices, two practices and one game, etc. Any activity is considered a gathering of the squad when more than half of the squad is present.

Practice

Regular practice is important for each cheerleader. Practices will be no earlier than 5:00pm and no later than 8:00pm Monday through Friday. Saturday practices should begin no earlier than 8:00am or extend any later than 1:00pm. Practices are discouraged on Sunday as this day should be a day reserved for “family” activities. If practice is held on a Sunday, a unanimous vote to do so must be taken by ALL parents. Practices should not be held in the rain or lightening. The length of scheduled practices should be limited to no more than 2 hours. Before games start teams are allowed to have a spirit night that does not count for their events for the week. Teams are additionally granted an extra night of practice the week of cheer off to prepare for the event. Cheerleaders should wear comfortable clothing, such as a t-shirt, stretch shorts/leggings, socks and tennis shoes. Squad Leaders should discourage clothing which restricts movement.


Attendance

Emphasize to the parents the importance of good attendance. If a child does not know the cheers or routine the coach may decide to have them sit out for that portion.

Sponsorships

There is a mandatory \$300.00 sponsorship due by Picture Day (TBD) to the CFSA Office. If the mandatory sponsorship is not turned in by Picture Day, the squad will not be allowed to perform in Playoffs, Super Bowl or Cheer Off. Voluntary sponsorships may be obtained once the mandatory sponsorship has been received to help alleviate the costs of cheerleading activities and extra expenses. Voluntary sponsorships must also be turned into the CFSA office for reimbursement to the squad. Only items used by the entire squad, such as bows, cheer buckets, bags, etc. may be turned in for reimbursement. The following sponsorship procedures should be followed:

- Sponsors should make the check payable to CFSA, not the Squad Leader.
- Go to the CFSA office to turn in all sponsorship checks and a sponsor form/receipt will be issued by the office.

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- For Voluntary sponsorships all receipts should be kept, itemized and turned into the CFSA Office no later than December 18th, NO EXCEPTIONS. The squad leader is required to maintain a log of all receipts and expenses. This log and receipts must be presented to the CFSA Office in order to receive reimbursement.
- Squad Leaders will be reimbursed up to the amount of the sponsorship check minus 20%. The 20% is retained by CFSA and the 80% is available to the squad upon presentation of their receipts. If a sponsor needs CFSA's tax ID #, they will need to email office@cy-fairsports.org.

Fundraisers

CFSA is a nonprofit organization designed to better the skill set of athletes in Cypress and surrounding areas. It is incumbent for each sport to raise money to support the largest youth sports association in the Houston area. Participation of each cheerleader is highly encouraged but not required. Fundraisers may change from year to year. The Fundraising update will be given at the coach's meeting.

Uniforms

The official CFSA cheerleading uniforms consists of CFSA supplied pom-poms, two piece uniform (sleeveless shell and matching skirt), and color coordinated stretch briefs. CFSA cheerleading requires white tennis shoes. As a squad, it may be decided to purchase turtleneck / long sleeved shirts, leggings / tights, and/or jackets for cold weather conditions. All late registrants and/or a cheerleader missing their measurements will be ordered at the end of August and may not have their uniforms in time for the 1st game. The squad as a whole can decide to wear t-shirts and shorts or all but the ones who have uniforms wear them for the first game. Anyone out of uniform will not perform at games.

Extra Costs


Extra cost are items such as cheer buckets, bags, chairs can be donated by a bakery, donut shop, BBQ place, Home Depot, etc. Stickers/Decals for the buckets cost in-between \$10 and \$20. Cold weather clothing, bows, socks, white tennis shoes are additional costs. When buying items for the girls it must be for the entire squad. It is mandatory the girls look uniform. It does not have to be the same brands, but all the same color and style. **COACHES MAY NOT REQUIRE CHEERLEADERS TO PURCHASE ANYTHING ADDITIONAL. ALL ADDITIONAL EXPENSES MUST BE VOTED UPON, MAJORITY VOTE WILL REIGN.**

Sound Systems

Portable sound systems may be used by squads during football games. However, Coaches should be cognizant of football players and parents when performing sideline cheers and routines. Music from the portable sound systems should be limited to an area of approximately three rows from the sidelines (football players should not be able to hear it) and not bothersome to the fans. Under no circumstances can extension cords be used to supply electricity to the sound systems. No noisemakers are not allowed by the parents or siblings in the stands. Only cheerleaders may use noisemakers. Sound systems are at the cost of the team and cannot be covered by sponsorship due to only one person being able to keep it.

Half-Time Routines

Half-time routines should be choreographed before practices. Routines may consist of a group cheer, chant or dance using pom-poms and/or props. Routines will be no longer than 3 minutes in length, including the time it takes the squad to enter and exit the field. The squad that is not performing should sit on the sidelines and watch the performing team. The Visiting Team will perform first at each game. Tasteful music is required, no profanity or sexual innuendos. If you need assistance in creating a half-time routine, a great resource can be

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your local high school cheerleaders. They are typically in need of volunteer hours. The half-time routine should be ready by the 1st game.

Cheers / Chants

Each squad should learn 50-100 cheers and chants for the season. There are example cheers/chants on the CFSA website under the Cheerleading tab; Coach’s Corner.

Stunts

Please refer to the “Cheer-off & Regular Season Permitted Stunts” at the end of this packet. Stunts will be discussed in great detail during the coach’s meeting.

Games

Each squad will have ten (10) games. During the game, each cheer squad must stay between the 20 yard lines, on the bleacher side of the field at the same end of the field as their respective football team. The squad must give the chain gang ample room to work the sidelines. Only registered CFSA cheerleaders and coaches are allowed on the sidelines. Siblings and parents are NOT allowed on the sidelines at any time. Coaches should stay seated on the sidelines, except during their half-time routine at which time they may escort their squad on the field. Squads should attempt to take turns cheering. The idea is that one squad should NOT overpower the other squad. If a player is injured, no matter what team he is on, all cheerleaders should stop cheering and kneel in consideration of the injured player; clapping once the player rises and returns to the game or sideline.

Banners

All banners are to be hung on the chain link fence opposite the stands. Cheerleaders and/or squad leaders are to put up and take down all banners and signs. NO RUN-THROUGH BANNERS ARE ALLOWED.

Snacks


A snack schedule should be created to allow each girl to bring a snack to a game. Snacks are provided following the completion of the football game or during halftime after both half-time routines. Each cheerleader should receive at least one snack per game, unless otherwise agreed upon by the parents.

SPIRIT PIN AWARDS

The CFSA Cheer Spirit Pin Program is designed to reward cheerleaders for individual achievements and talents. The program is expected to highlight the cheerleaders who exemplify leadership, commitment, attitude, spirit and the ability to learn the fundamentals of cheerleading while motivating and entertaining the fans and football team. All of these characteristics are key components to what it takes to receive a CFSA Spirit Pin. For more information, please refer to the Spirit Pin Award document.

Cheer Off

The Cheer Off Competition is a fun way to get the teams together and show their stuff. Although this is a “competition” it is to be fun and handle in a sportsmanlike manner. The 2015 Cheer off Rules are included at the back of this packet and are for reference only. A new formatted version of the rules and score cards will be distributed via email later in the season.

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Playoffs / Super Bowl

Squads participating in Playoffs and Super Bowl are directly dependent upon their respective football team’s performance during the regular season.

Squad Rules & Discipline

As a squad, determine rules that the squad should adhere to. Discuss the squad rules and methods for discipline with the squad and parents. Inform the parents that you (as the Squad Leader) are in charge and will not tolerate rude behavior from any of the girls. It is important to be consistent with discipline with all squad members. Also, inform the parents that repeated problems will result in the girl(s) sitting out and subject to the CFSA incident policy. Stress to them the need to be kind to one another and work together as a TEAM!

Pictures

A group photograph of the squad is included in the registration fee. Dates and times will be announced by your Division Commissioners. Individual pictures may be taken for an additional charge through the photography company.

GAME AND FIELD INFORMATION


All trash MUST be picked up after each game. Please take the time to look around before you leave the area/field, and throw away any trash you see.

NO smoking, alcohol or drugs allowed at any playing fields.

NO pets are allowed at any CFISD property.

NO food or drink, including candy and gum, is allowed on the sidelines.

NO parents, family, friends, etc. are allowed on the sidelines. They must remain in the stands, use the walkway provided and behave in an appropriate manner. If a spectator does not conduct him or herself in an appropriate manner they will be asked to leave the premises and not return.

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THE FIRST FEW PRACTICES

The first few practices will be spent getting to know your cheerleaders and their capabilities. It is very important to observe the cheerleaders so that the overall level of expertise can be determined for the group as well as the individual girls.

There are two outlines for cheerleader practice; one for the first few practices and one for the rest of the season. Practice schedules and outlines can be changed to suit the needs of the Squad Leaders and/or cheerleaders, but try to stick closely to the outlines. This is important for very basic reasons. First, it helps the cheerleaders to establish a routine that will ensure that the practices run more smoothly. Second, established routines will allow the Squad Leader to assess the strengths and weaknesses of the groups so that adjustments can be made where necessary.

The following format may be useful for the first few practices:

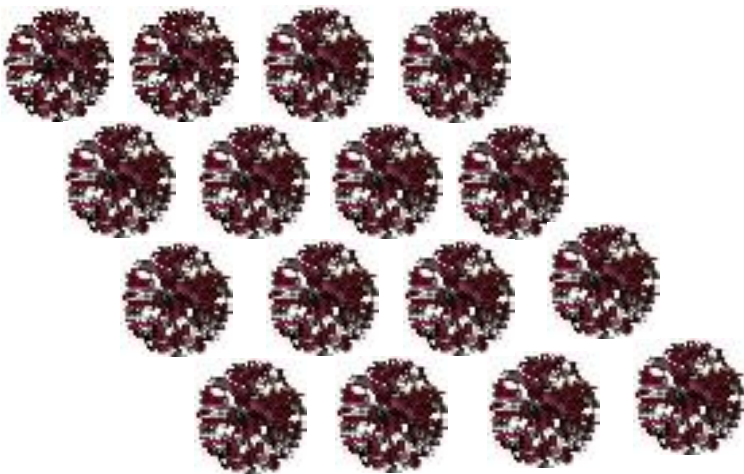
- Upon arrival of the cheerleaders at practice, they should place any snacks and/or water bottles in a designated area.
- Do not wait more than 5 minutes for late-comers as this will encourage girls to be on time.
- Instruct the cheerleaders to spread out and begin stretching exercises for 10 minutes.
- Practice cheerleading jumps.
- Practice tumbling SAFELY. Useful techniques include having the cheerleader do five left-handed cartwheels followed by five right-handed cartwheels. Repeat this routine by including round-offs in each direction. If any of the cheerleaders can perform handsprings or flips, they should be encouraged to practice, but under no circumstances should they ever attempt to teach these to other cheerleaders. *(Remember: We are not professionals.)*
- Provide a 5 - 10 minute break.
- Place the taller cheerleaders in the back rows and the shorter girls toward the front.
- Practice the basics such as standing, "Ready O.K.", correct clapping movements, correct arm extensions, leg extensions, and head movements, the cheerleader "jog". This is very important for an impressive squad, so the Squad Leader can insure that each cheerleader has a good understanding of these concepts before moving onto other routines. A number of these basics will be used in every cheer, so execution is important.
- Practice pyramids and/or group "poses" for ending special cheers. Remember to insure that the squad has the easy movements "down pat" before trying to initiate more difficult movements or cheers.
- Provide a 5 - 10 minute break.
- Practice cheers. Make a list of the basic cheers that are to be covered during each practice. This will assist the Squad Leader and cheerleaders in remembering both the current and existing cheers.
- Save the last 5 - 10 minutes of the practice for announcements, passing out forms, or determining the next practice schedule/outline.


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SAMPLE CHEERLEADER PRACTICE SCHEDULE

<u>Time</u>	<u>Activity</u>
Arrival of girls	Place drinks in designated areas.
10 Minutes	Stretch using appropriate music
5 Minutes	Practice jumps
5 Minutes	Practice tumbling
15 Minutes	Practice Cheers
5 Minutes	Break time
15 Minutes	Practice Cheers
5 Minutes	Break time
25 Minutes	Practice half-time routine
5 Minutes	Dismissal

TEAM FORMATION EXAMPLES



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EXAMPLE CHEERS – ATTACHMENT

2016 CHEER OFF - ATTACHMENTS BY DIVISION