

# JBHS Cheerleading Tryouts 2023-2024



Thank you for your interest in joining the JBHS Cheerleading team for the 2023-2024 school year! Please find the **Tryout Checklist** below to complete and turn in all required items at the first clinic. Note: if you are missing any items, you will not be able to attend tryouts for the season.

## Tryout Checklist:

- ☐ Submit Interest Form
- ☐ Attend Mandatory Q&A Meeting with at least 1 Parent/Guardian (mandatory for new athletes and optional for returning)
- ☐ Complete Registration Packet (on Google Form link [here](#)) no later than 5:00 PM on Wednesday, May 3, 2023
  - Items to upload:
    - Copy of GPA from Previous Semester's Grade Report
    - Completed BUSD Physical Form with ALL signatures and dates
    - Individual Photo
- ☐ Complete Athletic Clearance on May 1, 2023 and receive "cleared" email prior to clinics
- ☐ Attend all Mandatory Clinics
  - Any special circumstances must be arranged with Coach prior to the clinics
- ☐ Attend Tryouts
  - Video submissions are accepted if prior arrangements are made with Coach

## Mandatory Q&A Meeting:

- Date: Wednesday, April 12, 2023
- Time: 6:00 PM
- Location: JBHS MPR
- Purpose: To receive information about the cheerleading program, understand the process to register for tryouts, and answer any questions or concerns anyone may have

Cheerfully,

*Coach Tristen Navarro*

**John Burroughs High School**

Head Cheerleading Coach

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<https://sites.google.com/burbankusd.org/jbhscheer>





## **JBHS Cheerleading Regulations**



*Our mission is to develop student-athletes with character and effective leadership skills, who understand the importance of integrity, teamwork, and effort. Our goal is to cultivate student-athletes to have respect for themselves and others to be successful in life beyond high school. All team members are expected to participate in all assigned practices/games and events, wear proper uniforms, and conduct themselves in a manner which positively reflects John Burroughs High School and the Cheerleading program. Members are also expected to participate in poster making, which promotes JBHS sports, attend school activities, participate in all fundraisers throughout the year, and encourage positive school spirit.*

### **Commitment and Dedication**

Being chosen as a JBHS cheerleader involves a comprehensive commitment. Participation in the Cheerleading program requires extensive dedication and takes precedence over all other school-related activities, except for academics. The dedication level of each team member is a vital part in the successful operation of the JBHS Cheerleading program. Athletes are encouraged to be involved in other school activities, but they must prioritize JBHS Cheer. Athletes must alert coaches prior to JBHS Cheer tryouts if they plan to try out for/participate in a second sport or school activity that may conflict with cheer. The coaches will determine if additional participation is feasible. The following describes all of the year-long activities and events team members are expected to participate in:

- Team Practices
- Sporting Events (i.e., football games, basketball games, etc.)
- School Events (i.e., pep rallies, orientation, open house, etc.)
- Fundraisers
- Competitions
- Community Events

### **Cheerleading Purpose and Code of Conduct**

All members are expected to follow Pacific League Sportsmanship Code of Conduct to:

- Represent the JBHS Athletic program and the Burbank community through promoting school spirit and demonstrating good sportsmanship
- Stimulate desired crowd responses using only positive cheers, signs, and praise without antagonizing or demeaning opponents
- Treat opposing spirit, auxiliary groups, and fans with respect before, during, and after the event
- Know the rules and strategies of the contest in order to cheer at the proper time
- Maintain enthusiasm and composure, serving as role models while conducting themselves in a manner which positively reflects John Burroughs High School
- Not stereotype groups, schools, or persons, thereby avoiding animosity

### **Requirements for Tryouts**

High School students may try out for any sport or activity, even if ineligible. However, they may not perform or compete until eligibility is restored. If the Athletic Director, Coach, or Advisor is concerned about the ineligibility of the student trying out, they have the option of selecting or not selecting the ineligible student. (BUSD Board Policy, Extracurricular and Co-curricular Activities AR 6145).

- The JBHS cheerleaders are typically divided into two squads (Junior Varsity and

## Varsity)

- The Advisor/Coach reserves the right to condense the team into less than three squads as they see fit for the season
- The Advisor/Coach reserves the right to make final placement of cheerleaders within the appropriate squad
- There is no guarantee that members of the current team will make the upcoming team roster
- Prospective participants must complete all items on the Tryout Checklist:
  - **Complete Interest Form** by 5:00 PM on Friday, April 7, 2023 with the link [here](#)
  - Attend **Mandatory Info Meeting** on Wednesday, April 12, 2023 at 6:00 PM at the MPR
    - Prospective cheerleader and at least 1 parent/guardian must attend
  - Complete **Registration Packet** [here](#) no later than 5:00 PM on Wednesday, May 3, 2023
    - Items to upload:
      - Copy of **GPA** from Previous Semester's Grade Report (in PDF format only)
      - Completed **BUSD Physical Form** with ALL signatures and dates (in PDF format only)
      - Individual **Photo**
  - Complete **Athletic Clearance** on May 1, 2023 and receive "cleared" email prior to clinics
  - Attend **Tryout Clinics** Monday May 8, May 10, and May 12 from 4:00 - 6:30 PM
    - Must receive confirmation email of completed registration packet received to attend
  - Attend **Tryouts** on Saturday, May 13, 2023
    - Sign-ups for time slot will be during the clinics
    - Results will be posted on the website!
- Athletic Clearance – see JBHS Athletics <https://www.burbankusd.org/Page/2724>
  - Website opens on **May 1, 2023**
    - You will receive a "cleared" email once fully completed
  - JBHS uses an online clearance process with most of the paperwork required in the past completed through [www.AthleticClearance.com](http://www.AthleticClearance.com)
    - The only exception is the [BUSD Physical Examination Form](#) that must be completed and signed by a parent/guardian AND a physician or nurse practitioner prior to uploading
  - New Athletes:
    - Go to [www.AthleticClearance.com](http://www.AthleticClearance.com) to set up a user account and password
      - Complete the information (YEAR 2023-24 / SCHOOL BURROUGHS/BURBANK-SS) and electronically sign all required forms
      - Be aware that you will need emergency contact information and

proof of insurance to complete the process

- For those who do not have medical insurance, there is a link to purchase school insurance embedded in the program
  - Insurance is required to participate in High School Athletics
- Have a Physical Exam completed by a physician, upload to the Athletic Clearance website, and return the completed Physical Exam Form (Including Medical History) on **May 1, 2023** to receive “cleared” email prior to or on the first tryout clinic
- Returning Athletes
  - If you were registered in the system last year, use the same email as before and most of your information will auto-fill
  - Bring this form to the first day of practice/camp/tryout
  - Have a Physical Exam completed by a physician, upload to the Athletic Clearance website and return the completed Physical Exam Form (Including Medical History) on **May 1, 2023** to receive “cleared” email prior to or on the first tryout clinic
- Any Athlete without medical insurance must purchase School Insurance at a minimal cost
  - There is a link to purchase School Insurance embedded in the [www.AthleticClearance.com](http://www.AthleticClearance.com) process
  - You may also visit the Aldrich Taylor Insurance website and purchase the insurance on-line ([www.BurbankStudentAccident.com](http://www.BurbankStudentAccident.com))
  - Please bring verification of purchase to the first tryout clinic
- Mandatory Tryout Clinics
  - Daily attendance is mandatory
  - Participants will learn tryout material and be placed into stunt groups
  - Special circumstances will be decided on a case-by-case basis
- Tryouts
  - Scores will be calculated based on a tryout rubric that will be made available at the tryout meeting
  - Judging will be based on the following skills/categories:
    - Kicks
    - Jumps
    - Tumbling
    - Cheers
    - Dance
    - Stunts

- Appearance/Enthusiasm
- Coachability/Coaches' Impression
- Tryouts are NOT open to public viewing and may not be recorded
- Scores will not be made public
  - Score sheets may be viewed with a parent, in the presence of an administrator, and will remain the property of JBHS Cheerleading
- Any special circumstances will be decided on a case-by-case basis

### **Academic Eligibility**

The JBHS Cheerleading program strictly follows the BUSD policy regarding eligibility (Policy 5010).

- A member must have a minimum of a 2.0 GPA and pass four classes, during the preceding 5-week grading period to be eligible
- Members will be placed on probation for 5 weeks if the GPA drops below 2.0 at the grading period
  - During probation, the student will attend office hours for classes with low grades and give biweekly reports to the Coach on their school progress
  - If the student falls below a 2.0 for the next grading period, they will become ineligible
- Members will be automatically ineligible to participate if the student is failing four or more classes
  - If ineligible, the student will attend office hours for all classes and give weekly reports to the Coach on their school progress
  - The student will still be required to attend practices, but they may NOT perform at any scheduled events or games
  - If the cheerleader falls below a 2.0 for the next grading period, they will be removed from the team and rescheduled into 0 period PE, or another appropriate class

### **BAND App**

Team information, the calendar of events, and communication are all sent through our team's BAND app. If there are any changes or additional activities, each member will be given as much notice as possible. Please note that if a team goes into the postseason for CIF playoffs, there will be short notice and each member is still expected to be at post-season games. All cheerleaders and at least 1 parent/guardian are required to join for team communication.

### **Cheer Class**

All team members must enroll in the JBHS Cheer class for PE credit. Those members wishing to maximize their academic load may need to sign up for a zero-period course or take summer school and need to make arrangements with their counselor now! Other classes that interfere with the cheer class must be arranged with the counselors. Students may not enroll in classes that interfere with after school practices (i.e., after school ROP, etc.). Cheer is a year-long commitment and requires enrollment in the class through the entire academic school year. Any special circumstances will be decided on a case-by-case basis. Grades are based on attendance and participation. Students receive **10 points** each day they check in with Coach Knoop for 6th period.

## **Attendance Policy**

Team members are expected to plan any appointments, work, vacations, college visits, teacher conferences, and schoolwork around the team calendar. If any member plans to try out for another sport or extracurricular activity that would require a lot of time, they must notify the Coach. Full commitment to the team is expected to be a priority, directly following school, although alternate schedules may be discussed and worked out.

- Each month will be worth **100 points** for all practices, games, and events
  - **5 points** will be deducted per occurrence for missing items/not correctly dressed (i.e., no bow, wrong shoes, wrong socks, etc.)
- Tardiness/Leaving Early
  - A tardy is defined as arriving to a practice or event after the agreed upon start time
  - Leaving early is defined as leaving from a practice or event before the agreed upon end time
  - If a student is ever running late or needs to leave early, they are required to message ALL coaches to ensure everyone is aware
  - For excused, communicated tardies/leaving early (at least 1 day in advance), **1 point** will be deducted from the class per occurrence
  - For **non-communicated tardies/leaving early**, **5 points** will be deducted from the cheer class per occurrence
- Excused Absences
  - If a student needs to be excused from Cheer, they must provide a written notice (through BAND or email) to the Coach at least 1 week in advance, if possible
  - Excused absences include:
    - Sick/illness (including any COVID-19 symptoms)
    - Serious injury (must show doctor's note)
    - Family emergencies
    - Death in the family
    - Religious holidays/obligations
    - Did not attend school
    - School activity (with prior approval from Coach)
- Unexcused Absences
  - Automatic unexcused absences include:
    - Homework/Projects
    - Work
    - Doctor/Dentist/Other Appointments
    - No ride (travel must be arranged prior to practices/events)
  - For **communicated, unexcused absences**, **10 points** will be deducted from the cheer class per occurrence

- For **non-communicated absences or no-call/no-shows**, **20 points** will be deducted from the cheer class per occurrence
  - An absence is considered non-communicated if there is less than 24 hours' notice given to the Coach
- 1 No-Call/No-Show = Warning
- 2 No-Call/No-Shows = Immediate Probation
- If unexcused absences exceed 3 practices and/or 2 games in one semester, or if the student has 2 no-call/no-shows, they will be placed on probation
  - A meeting with the student, Coach, and at least one parent/guardian will be held to determine their plan to continue or be dismissed from the team
  - Should the member continue to remain on the team and have another unexcused absence within the semester, they will be immediately removed from the team
- Class points can be made up by attending additional tumbling classes outside of cheer practices/events
  - Students will receive an **additional 5 points per class** attended with a valid receipt and video evidence

### **Leadership Positions**

There are many leadership positions within the JBHS Cheerleading program, including captains of each squad, social media coordinators, and fundraising coordinators. Eligible members must complete an application and have an individual interview with the Advisor/Coaches. The team will then vote on eligible candidates after their interviews have been completed. Coaches will make final placement of captains after the team votes. Members of the leadership team may be removed/replaced at any time if deemed necessary by the Advisor/Coach. Varsity Captains are considered the leaders of the entire JBHS Cheerleading program. Team members may apply for these positions if they meet the following criteria:

- Have been on the JBHS Cheerleading program for a minimum of:
  - One year for the Junior Varsity squad
  - Two years for the Varsity squad
- Have a good attendance record
- Have a minimum of a 2.5 GPA
- Display leadership qualities (i.e., self-discipline, initiative, good peer relations, good communication skills, well-executed cheer skills)
- Do not have outside commitments that would conflict with Cheer

### ***Captain***

- General Duties:
  - Remain positive at all times and avoid/stop complaining among team
  - Put 110% effort into the team by making it the top priority behind school
  - Be the liaison between the Coaches and team
  - Know and follow all rules set by the Coaches
  - Support Coaches' decisions at all times
  - Lead the team with respect
  - Offer extra time to help members, if needed

- Be a positive role model (motivator – not disciplinarian)
- Report all problems/drama to coaches
- Help plan the team's Christmas party with Spirit Coordinator
- Assist with next year's tryouts
- Practices:
  - Be on time to all practices
  - Lead stretches and conditioning
  - Know all material in order to teach the squad
  - Be able to choreograph short dances and/or chants
  - Stay after to help clean up, if needed
- Games:
  - Assist coaches in keeping the team together and focused
  - Lead stretches and warm-ups
  - Motivate and inspire team
  - Call cheers and chants
  - Stay after games to help clean the area

### ***Social Media Coordinator***

- Promote team and school spirit through the use of social media (i.e., team Instagram, website, etc.)
- Obtain all material to post on social media with the team's pictures and videos
- Create posts, captions, and hashtags for the year
- Post team birthdays

### ***Spirit Coordinator***

- Promote team and school spirit through various activities (i.e., team bonding games/activities, holiday parties, etc.)
- Lead Fence of Fame poster sales and poster-making days
- Celebrate team birthdays
- Create and hand out fun spirit awards and gifts at banquet

### ***Fundraising Coordinator***

- Be the liaison between the Coaches, parents/guardians, and team for fundraising ideas
- Conduct at least 3 fundraisers a year
- Work with the Social Media Coordinator to promote team fundraisers
- Ensure team participation in most fundraisers

### **Attire**

- Hair must be pulled back, away from face
- Wear assigned/appropriate JBHS or JBHS Cheer clothes with cheer shoes at all practices/games/events
- Members are subject to the BUSD dress code at school, games, and events
- Jewelry is NOT to be worn during practices, games, and/or performances
  - Newly pierced earrings must be taped prior to practice otherwise the member will sit out
  - Do not arrive to any practices and or games with ANY jewelry on
  - The school personnel, nor the school, are responsible for any lost and/or



- damaged jewelry
- Nails must be trimmed at a short length
  - No acrylics are allowed
  - Only approved and clean nail polish is allowed: nudes, light pinks, or French tip
    - If nail polish is chipped or non-approved colors, members will be required to remove it immediately

### **Practices**

Practices are crucial to safety and performance quality of the JBHS Cheerleading program. Hard work and focus during all practices will show in all performances. Therefore, each practice must be utilized fully. The Coaches and captains will work together to decide what the team needs to focus on the most prior to each practice.

The typical practice schedule is 2-3 days a week from 4:00 to 6:30 PM, plus games or competitions. The schedule is always communicated and updated through the team BAND calendar. Attendance is mandatory for all practices, but students must attend at least 4 classes during the day to attend practices. **If the student is absent from a practice for any reason, they are responsible for learning the material that was covered on her own time.** Each member is responsible for reviewing and learning all cheers, dances, and routines. Practice for all material should not only be done at Cheer practice alone, but also on the student's own time. Failure to attend practices and/or all required sports functions, without an excusable reason may result in being benched from a game and/or performance. Cheerleading must be a priority over all other extra-curricular activities (including jobs) for the entire season. Extending a practice time or adding a practice if needed for larger performances is possible. If a member is going to miss a practice or event, they must notify the Coach in advance.

### **Games and Performances**

Attendance is mandatory to all games and performances. Members must be present in at least 4 classes the day of a school day event, or the day before a weekend event to perform. Being tardy or failure to attend an event without notice will affect your grade and result in appropriate consequences. Members attending events in uniform may not work on homework, take pictures, use cell phones, eat, have guests/dates sitting in the cheer area, or do other activities that may cause distraction.

- Dress/Uniform
  - All cheerleaders must look uniform, as a team
    - For all games, every member is expected to pack all uniform items (warm-ups, extra briefs, liner, etc.) in case of any weather changes
    - For instance, if it gets really cold, and one student does not have their warm-up jacket, no one may wear it during the game
  - Wear assigned/appropriate uniform and accessories
  - Maintain team uniforms, camp clothes, and accessories
  - Must be ready to perform at designated time of arrival (uniform hair, makeup, clothes must be performance-ready upon arrival)
  - Failure to comply with uniformity will result in appropriate consequences
  - Uniform and accessories may not be loaned out to others
  - Uniform may only be worn on game days or specifically scheduled events

- Hair is to be neat and clean (no hair in the face)
  - If bangs or pieces of hair show, they are to be bobby-pinned back
- Make-up is to be worn for performances
  - This does not mean that this is to be exaggerated or overdone – a step above natural is acceptable
- There is no socializing with fans, friends, or family, etc., during the game
- A Coach must first approve leaving the designated areas at away games, which will be decided by the Coach at the given time
  - No member will be allowed to ever leave the designated area alone – we will always utilize the buddy system at away games
  - Under no circumstances will the member be allowed to leave the premise
- Once the student is on JBHS property, they cannot leave until the game is over
  - This includes driving to get food and other necessities, which are to be done before arrival for the safety of the athlete
- According to JBHS rules and guidelines, as well as liability for each member, students and high school athletes are not allowed to drive themselves to away games
  - Only adults within the same household are allowed to drive students with pre-approval from the Coach, prior to the game

### **Health and Safety**

All students and cheers will be conducted in a safe and professional manner. Any cheerleader who feels that this is being violated has the responsibility to report to the Coach immediately. If a student violates the established guidelines for safety, then the member will be grounded (i.e., no stunting) until further notice.

Students will be required to participate in the summer conditioning program to improve athleticism and stamina. This will include, but not limited to, running, aerobics, and weight training. Any injuries are to be brought to the attention of the Coach immediately. Please note that a doctor's note is required if a student cannot participate fully in practice and/or games due to an injury and/or illness that lasts for more than 3 days. A parent's note is required if it is for less than 3 days. There should be NO sharing of water bottles and/or eating utensils. Please label your water bottles clearly. Brushes and combs should not be shared between team members either. Each member should have their own brush, spray, ponytail holders, and extra bobby pins.

If a student needs to take any kind of medication during practices, games, or events, they must supply their own. Students are NOT allowed to share ANY medication and/or ask the Coaches for any.

### **Behavior/Code of Conduct**

At no time is hazing or any type of intimidation by an individual and/or squad permitted (this includes before, during, and after tryouts). Suspension and/or expulsion from the squad will result if a member/squad is found to be involved in this type of behavior. JBHS athletes who drink alcohol and/or participate in any drug-related activity while in uniform, will be immediately dismissed from the team. This includes showing up in uniform to parties and/or being photographed with the alcohol or posing with drug paraphernalia in uniform. There are to be no acts of public displays of affection in uniform. A warning will be given for the first offense and continued behavior will result in benching and/or dismissal from the team. Gum chewing is

NOT allowed at any time.

The behavior of each student must be exemplary. Any behavior, which is contrary to the school's Code of Conduct, is grounds for dismissal from the team, whether or not the student is in uniform. This includes, but is not limited to:

- Possession or use of alcohol, tobacco, or drugs
- Insubordination
- Leaving your assigned area without permission
- Continued tardiness or absence
- Inappropriate behavior, alone or with another individual
- Negative sportsmanship
- Discipline issues at school
- Any continued disregard of teammates

The authority to remove a member from the team on the basis of the above-mentioned conduct and other fractions shall be determined by the Coach, Activities Director, and/or Vice Principal. Any disrespect that is shown to other members and Coaches will not be tolerated and could result in immediate removal from the team. In order to unify and be solid in our strength as a team, we need to be able to work and respect each other in order to meet that goal.

Additionally, the student-athlete will not post any remarks, photographs, or videos that could be disparaging or embarrassing to the JBHS Cheerleading program, the school, coaches, teachers/staff, or themselves in any social media platform. It is expected that student-athletes represent JBHS and the JBHS Cheerleading program in a positive manner at all times. If the student ever has any issues, they need to bring it to the Coach's or their captains' attention immediately.

### **Discipline**

- Each incident will be reviewed on a case-by-case basis
- If discipline action becomes an issue, appropriate consequences will be applied (i.e., dropped from the Cheerleading program/class and moved to 0 Period PE)
- All infractions will be reviewed, and disciplinary action will be enforced based on the discretion of the Advisor/Coach and Administration

### **Quitting/Dismissal from Team**

If a member quits, or is dismissed due to misconduct/discipline issues, they will be dropped from the Cheer class and rescheduled into another class. Members who quit or are dismissed are still responsible for all remaining financial responsibilities. A conference with the Advisor/Coach, Athletic Director, parent/guardian, and student will be held for any reason of dismissal. Any behavior including, but not limited to, the following will be grounds for immediate removal from the JBHS Cheerleading program:

- Fighting
- Theft
- Alcohol/drug use
- Vandalism
- School referral/suspension

### **Fundraising**

Fundraising participation is required by each member of the JBHS Cheerleading program. The purpose of fundraising is to help offset the cost of being a member of the team. This year's fundraising will go towards materials needed throughout the season as well as the end of the year banquet. Members of the JBHS Cheerleading program will meet the financial needs of the program with fundraising opportunities, parent contributions, and/or sponsorship contributions. Fundraiser money will be deposited into the general account to benefit the entire program. If you make the team and choose to quit at any time or are dismissed from the team, your fundraising/contribution money will not be refunded.

### **Finances**

Every attempt is made to keep the expenses to a minimum. However, we do want everyone to be aware of the costs. If any special arrangements need to be made (i.e., payment plans, additional time to make payments), they must be discussed with the Coach ahead of time. The following items with estimated costs include:

- Uniforms (the greatest expense)
  - Uniform Shell, Liner, and Skirt – \$350
  - Warm-Up Jacket and Pants – \$250
  - Briefs – \$30
  - Shoes – \$80
  - Bow – \$25
  - Poms – \$50
  - Camp Wear – \$150
  - All other optional items, such as letterman jackets, bags, sweatshirts, pom straps, extra briefs, etc. will be listed at the uniform fitting
- Cheer Box – \$50
- Team Pictures – \$50
- ASB Card – \$45
- Miscellaneous – \$100
- 2-Day, 6-Hour/Day Home Camp AND 3-Day Away Camp – \$515
- **Total Estimated Cost per New Student-Athlete: \$1,695**
  - This amount is less for *returning athletes* as uniforms are ordered every 3 years

### **Payments Due Dates:**

- **\$250 camp deposit** must be paid at the uniform fitting
  - Remaining camp deposit is due the week before camp
- **\$50 cheer box fee** due at the uniform fitting
- **50% uniform deposit** (individual orders are emailed after the fitting and confirmed) must be paid at the first SUMMER practice
  - Remaining balance is due upon arrival of all items
- **\$145** for ASB card and miscellaneous cheer fees are due at the first FALL practice
- Team/Individual pictures are purchased online through the photography company based on options available

All payments are accepted via:

- Cash
  - Must be placed in an envelope with the name, total amount, and reason written on it
    - Ex. Jane Doe Uniform Deposit \$500

- Check
  - Made payable to JBHS Cheer
  - Must have Athlete's name in the memo and reason
    - Ex: Jane Doe-Uniform Deposit

**Total paid through the Cheer Account/Fundraising** (why fundraising is a team effort and so important!)

- Summer Workouts with Coach Rick – \$750
- Fall Workouts with Coach Rick – \$1,250
- Senior Night/Homecoming Crowns – \$1,575
- Bus Fees – \$100
- Competition Signs – \$400
- Competition (4-6 per year) Fees – \$8,000
- Choreography/Music – \$1,925
- **Total Estimated Cost for the Season for JBHS Cheer Account: \$14,000**