

# PRO SPIRIT INC. PROGRAM HANDBOOK

## TERMS AND CONDITIONS

Pro Spirit membership is a privilege; as a private organization, we expect our members, athletes and parents, to uphold the highest standards in the gym and our community. Pro Spirit takes our participation guidelines serious therefore please read our handbook in its entirety and ask any applicable questions.

**As the guardian of your athlete, YOU are the TEAM behind the TEAM!**

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## OUR PROGRAMS:

- Joining a team at Pro Spirit is a year long commitment: May 2018 to the end of April 2019.
- Whoever signs the release form is financially responsible.
- If a team member quits team for any reason, you forfeit all tuition fees/no refunds.
- Parent is responsible for ALL team purchased items such as practice wear, uniforms, etc.
- After November 1, 2018 a Team buyout will automatically be set up; one half of the remaining team fees will be charged to fulfill your contractual agreement.
- Accounts that are behind 15 days will be given a friendly reminder to catch up. Athletes that have accounts that reach 1 month past due will no longer be able to participate until account is in good standing. Accounts with pending payments will be charged a \$30 late fee on day 7.

## PARENT EXPECTATIONS:

- Keep attendance policy and team membership expectations
- Keep up with financial obligations
- Refrain from negative gossip or create drama in the parent viewing room
- Refrain from talking about other children in a derogatory way
- Refrain from questioning the coach's decision about team placement, routine, practices, etc.
- Parents maintain manners and civility at all functions
- Refrain from negativity towards a Pro Spirit Inc., team member, parent, coach, other gyms, via any medium (i.e. internet, Facebook, Twitter, Instagram, Snapchat, Group Me, text)
- Refrain from inappropriate pictures, language to be used on any medium (i.e. internet, Facebook, Twitter, Instagram, Snapchat, Group Me, text)
- Always have a sportsman-like behavior, via any medium (i.e. internet, Facebook, Twitter, Instagram, Snapchat, Group Me, text)
- Never use the Pro Spirit contact list, parent emails or phone list for anything negative
- Never approach an official or judge of a competition to voice a negative opinion. Compliments are accepted. Parents need to maintain manners and civility at all functions
- Not post routine videos or music to the internet without permission from the staff.
- Any parent that chooses to be in a reality show, etc., that may portray a negative image on Pro Spirit, or the sport of all-star cheer will be removed from the program. Breaking of any of the above rules may result in removal of the program.

## PS ATHLETE TEAM PROGRAM REQUIREMENTS:

- Team members must put forth 100% effort at ALL practices
- Team members must respect their team mates and coaches
- Team members must wear required practice wear to ALL practices
- Team members must wear their hair in a neat ponytail/with practice bow
- Cell phones must be turned to silent and kept in coaches "bucket" entire practice
- No gum or jewelry at practice.

## ATHLETE REQUIREMENTS:

- Never use of alcoholic or drugs; will warrant immediate dismissal
- Never challenge the authority of the coach will warrant automatic dismissal from the team
- Refrain from abusive behavior, lying, stealing or any other negative form of behavior is grounds for dismissal

- Follow all additional rules and guidelines given by the coach or person in charge. Any negative behavior towards a Pro Spirit members, coaches, parents or to another gym, via any medium (i.e. internet, Facebook, Twitter, Instagram, Snapchat, Group Me, text) will result in dismissal from team
- Never post inappropriate pictures, language or unsportsmanlike behavior to be used on any medium (i.e. ALL SOCIAL MEDIA FORMATS); will result in dismissal from team
- Never approach an official or judge of a competition to voice a negative opinion. Doing so will result in dismissal your competitor from team. Compliments are accepted
- Any athlete that chooses to be in a reality show, etc., that may portray a negative image on Pro Spirit, or the sport of all-star cheer will be removed from the program. Breaking of any of the above rules may result in removal of the program.

## ATTENDANCE POLICIES:

The TEAM PROGRAMS to include ALL STAR, HYPE AND ELEVATE at Pro Spirit are competitive programs. In order for our teams to have success, members MUST BE COMMITTED AND MUST ATTEND ALL PRACTICES. All team members are expected to respect the team practice schedule. Poor attendance creates frustration amongst, coaches, athletes and parents. We simply cannot expect the results that the athletes want, coaches and parents want without full practices.

Our Attendance Policy will be enforced for all our team programs. Please note there will be no warnings or exceptions. Thank you for your support; we are 100% confident that with 100% attendance we will be 100% successful!! GO PRO!

**All team practices are MANDATORY; to include extended practices and extra practices.**

### Absence Notification

- If an athlete must miss a practice, a PARENT must notify their head coach and cc Trey Beaty or Shelly Wiggins with the date and reason for the absence 1 week in advance.
- Absence notification MUST COME FROM A PARENT and is to be emailed only.
- Athletes are allowed 3 absences only, regardless the reason, from September 1st through the end of their competition season (April or May 2019).

### Absence Without Prior Notification

- Athletes that miss practice, without notifying their head coach and Trey Beaty or Shelly Wiggins, will automatically be removed from the routine; no exceptions.
- Athletes maybe reinstated after a month of attending practices.
- Athletes will be expected to continue to come to practices to maintain team membership.

### Late Arrivals / Leave Early

- Athletes that arrive late or leave practice early must notify their head coach and Trey Beaty or Shelly Wiggins.
- 2 late arrivals/leave practice early equal an absence.

### Summer Attendance Policy

- Absence notification for ALL SUMMER pre-scheduled camps, vacations, etc. MUST BE SUBMITTED BY email JUNE 1st. Athlete's parent/guardian must notify their head coach and cc Trey Beaty or Shelly Wiggins with ALL date and reason for the absence.
- Choreography camps are mandatory.

## **ATHLETE SPORTSMANSHIP CODE OF CONDUCT**

**Play by the rules.** I will learn and obey the rules of my sport and train to perform routines within those guidelines.

**Respect myself, my coach, other teams and event officials.** I will treat all other teams and team members, with the utmost respect in every possible circumstance. I will respect myself enough to agree to train and compete with my safety and the safety of my teammates as first priority. I will behave within every Event's code of conduct, recognizing the authority of event officials and workers in every possible circumstance. I will appreciate honest efforts that are made fairly in the quest of victory.

**Optimize my experience by meeting athletes from other gyms.** I understand that all- star cheerleading and dance offers great opportunities to travel meet athletes from other programs and learn to respect my competitors.

**Make pursuit of victory more important than winning.** I understand that winning isn't everything, but rather my will to train to win that matters most. While victory shall be my expected goal, defeat is not a disgrace.

**Interact, in person and on the internet, with integrity.** I will not comment negatively about my opponents on any form of social media: FaceBook, Youtube, message boards, etc. I understand that doing so reflects poorly upon the image of my sport, my program and myself.

**See the big picture and exercise self-control in adverse circumstances.** I will increase focus and intensity at practice rather than retaliate or blame others. I understand that I am responsible for my behavior, and I will not allow profanity, anger or disrespect to be a part of any of my interactions. I will not allow the prospect of defeat to be an excuse for unethical or unsportsmanlike behavior.

**Exemplify sportsmanlike conduct.** I will be a positive role model on my team and within my community. I understand that I am leader and that every choice I make affects those who follow me. I will uphold the promise to the best of my abilities and always work to improve myself, my team and my sport. I understand I am expected to be a positive example in my private and public settings.

## **PRO SPIRIT PROPRIETARY COPYRIGHT AND TRADEMARK:**

All materials, logos, use of uniform intended purposes and use of names or likeness of Pro Spirit are owned and copyrighted/licensed by Pro Spirit Inc. No reproduction, distribution, or transmission of the copyrighted materials, which includes the pro-spirit.com web site or likeness is permitted without the written permission of Pro Spirit Inc. Any rights not expressly granted herein are reserved. Pro-Spirit.com and the Pro Spirit logo, are trademarks of Pro Spirit. Member agrees not to display or use the Pro Spirit logos or likeness in any manner whatsoever without Pro Spirit's prior permission. It is further acknowledged that any material granted production rights will be considered proprietary to Pro Spirit: authorized items must be distributed through the Pro Spirit Pro Shop.

# ANTI BULLYING POLICY

## Action Plan of PRO SPIRIT INC. to Address Bullying

### PURPOSE

Bullying of any kind is unacceptable at PRO SPIRIT INC. and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Program is committed to providing a safe, caring and friendly environment for all of our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively **“on a case by case basis”**. Anyone who knows that bullying is happening is expected to tell a coach, program owner or staff member of PRO SPIRIT INC..

Objectives of the Program’s Bullying Policy and Action Plan:

1. To make it clear that the Program will not tolerate bullying in any form.
2. To define bullying and give all program owners, coaches, parents and athletes a good understanding of what bullying is.
3. To make it known to all parents, athletes and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make the process of how to report bullying clear and understandable.
5. To spread the word that **PRO SPIRIT** takes bullying seriously and that all athletes and parents can be assured that they will be supported when bullying is reported.

### WHAT IS BULLYING?

**PRO SPIRIT INC has a ZERO TOLERANCE policy related to bullying.** Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress. Bullying is the severe and/or repeated use by one or more individuals of oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has the effect of:

1. Causing physical or emotional harm to the other member or damage to the other member’s property;
2. Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
3. Creating a hostile environment for the other member at any U.S. All Star Federation activity;
4. Infringing on the rights of the other member at any U.S. All Star Federation activity; or
5. Materially and substantially disrupting the training process or the orderly operation of any **PRO SPIRIT** activity, which for the purposes of this section shall include, without limitation, practices, workouts and other events **PRO SPIRIT attends, including but not limited to: team activities, team parties, competitions, etc.**

### REPORTING PROCEDURE

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents;
- Talk to a **Team Coach, Director, or Gym Owner**, or other designated individual; and/or

- Write a letter or email to the Team Coach, Program Owner, or other designated individual.

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate program leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

## HOW WE HANDLE BULLYING

If bullying is occurring during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps:

1. Intervene immediately. It is ok to get another adult to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.
7. **Notify the parents/guardians of the athlete(s) involved.**

## FINDING OUT WHAT HAPPENED

PRO SPIRIT WILL take action. If bullying is occurring at our program or is reported to be occurring at our program, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following approach:

### 1. First, get the facts.

- A. Keep all the involved children separate.
- B. Get the story from several sources, both adults and kids.
- C. Listen without blaming.
- D. Don't call the act "bullying" while you are trying to understand what happened.
- E. It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves social bullying or cyber-bullying. Collect all available information.

### 2. Then, determine if it's bullying.

There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else. We will:

- A. Review the **PRO SPIRIT** definition of bullying.
- B. To determine if the behavior is bullying or something else:

WE ASK:

- a. What is the history between the kids involved?
- b. Have there been past conflicts?

- c. Is there a power imbalance? Remember that a power imbalance is not limited to physical strength. It is sometimes not easily recognized. If the targeted child feels like there is a power imbalance, there probably is.
- d. Has this happened before? Is the child worried it will happen again?

- C. Review the **PRO SPIRIT** definition of bullying.
- D. To determine if the behavior is bullying or something else:

### **3. Support the Kids Involved**

- A. Listen and focus on the child. Learn what's been going on and show you want to help. Assure the child that bullying is not their fault.
- B. Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
  - a. Ask the child what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He or she is not at fault and should not be singled out. For example, consider rearranging formations for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.
  - b. Develop a game plan. Maintain open communication between the Program and parents. Discuss the steps that will be taken and how bullying will be addressed going forward.

### **4. Address bullying behavior**

- A. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- B. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.
- C. Work with the child to understand some of the reasons he or she bullied. For example:
  - a. Sometimes children bully to fit in or just to make fun of someone that is a little different from them. In other words, there may be some insecurity involved.
  - b. Other times kids act out because something else-issues at home, abuse, stress-is going on in their lives. They also may have been bullied. These kids may be in need of additional support.
- D. Involve the kid who was bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:
  - a. Write a letter apologizing to the athlete who was bullied.
  - b. Do a good deed for the person who was bullied, for the Program, or for others in your community.
  - c. Clean up, repair, or pay for any property they damaged.
- E. Follow-up. After the bullying issue is resolved, continue finding ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

### **5. Support bystanders who witness bullying.**

Every day, kids witness bullying. They want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening.

- A. Be a friend to the person being bullied.
- B. Tell a trusted adult – your parent, coach, **Level Director, All-Star Director,** or Program Owner.

- C. Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. **Example:** "Let's go, practice is about to start."
- D. Set a good example by not bullying others.
- E. Don't give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

## ELECTRONIC COMMUNICATIONS POLICY

### Purpose

As part of PRO SPIRIT's emphasis on safety and athlete protection, communications involving any participant, and especially our minor participants, should be appropriate, productive, transparent and observable. Effective communication concerning travel, practice or competition schedules, and administrative issues among coaches, administrators, participants and their families is critical. However, the use of mobile devices, web-based applications, social media, and other forms of electronic communications increases the possibility for improprieties and misunderstandings and also provides potential offenders with unsupervised and potentially inappropriate access to participants. The improper use of social media, mobile and electronic communications can result in misconduct. Adherence to the PRO SPIRIT Electronic Communications Policy helps reduce these risks.

### Definitions and General Policy

This policy is designed specifically for PRO SPIRIT and the protection of athletes. The objective is to provide a framework for effective communication, while attempting to minimize opportunities for inappropriate communication

The following are considered adults\*:

1. *Any person, 18 years of age or older affiliated with the program, that has a role within the program (other than being an athlete on a senior-level team) that has or could have direct interaction with minor participants. This includes, but is not limited to, program owners, coaches, choreographers, photographers, team parents, adult age participant and employees of the member organization.*
2. *Any athletes, 18 or older and on an open-level team, that train within the program.*

\* (Dual Roles) Adults that are affiliated with the program that are also the parent or relative of the minor participant serve dual roles. The parent/family role supersedes the role as owner or coach regarding communication with the related minor.

Athletes that are 18 years or older and on a team with minor athletes may communicate digitally with minors if following all of our policies.

1. All electronic communication between coach and participant must be for the purpose of communicating information that is appropriate.
2. Coaches, participants and all team personnel must follow common sense guidelines regarding the volume and time of day of any allowed electronic communication.
3. All content between coaches and participants should be readily available to share with the public or families of the participant or coach.
4. All electronic communication between coach and participant must be for the purpose of communicating information about team activities. Coaches, participants, and all team personnel must follow common sense guidelines regarding the volume and time of day of any allowed electronic communication. All content between coaches and participants should be readily available to share with the public or families of the participant or coach.



## Social Media

Social media makes it easy to share ideas and experiences. PRO SPIRIT recognizes, however, that social media, mobile and other electronic communications must be undertaken with care for the well-being of our minor participant. All electronic communication of any kind between coach and participant, including use of social media, must be non-personal in nature and be for the purpose of communicating information about team activities or for team oriented motivational purposes.

### Personal Social Media Sites

Purpose: At PRO SPIRIT, we believe that social media plays a significant part in building relationships with our athletes and families. We want to stay engaged with our customers and help them understand that we are relatable and transparent. However, it is also our duty to maintain a professional standard with our personal social media platforms, and to ensure that our athletes do the same while representing their teams and PRO SPIRIT.

An adult affiliated with a program may have a personal social media page or site, with the following restrictions regarding athletes:

1. May not invite or allow an athlete to “friend” or join a personal social media site or similar online community.
2. May not “private” or “instant” message athletes.
3. Must inform parents and athletes that the above is not permitted.
4. It is recommended that adults make their pages “private” to restrict athlete access.

### Email, Text Messaging and Similar Electronic Communications

Owners, coaches, team parents and participants may use email, text messaging, or other direct forms of electronic communication to communicate with the following limitation: All communication between coaches/ team parents and participants should be non-personal in nature and be for the purpose of communicating information directly related to PRO SPIRIT activities.

**Text messages** to athletes of encouragement, messages checking on athletes well-being, and messages of congratulating athletes are also permitted *unless* otherwise not permitted by athletes parents. We encourage coaches, when sending a text from a coach to any minor participant, to include the participant’s parents and another coach or program director even when having permission from a parent to contact the athlete.

Examples of appropriate text messages;

1. Great job at practice today!
2. How is your injury today?
3. Happy birthday, I hope you have a great day!

### Email

PRO SPIRIT coaches are provided and use the organization website email center (the coach’s return email address will contain “@pro-spirit.com”) for all communications with the team, participants, and participants’ parents, where applicable. Coaches should not contact a parent or athlete with a personal email address. When emailing a parent the coach should copy another coach/director on the email. When emailing an athlete the coach should copy the parent and another coach/director on the email. Work emails can be opened and looked at by owners at any time.

### Group Messaging

Communication with the team is critical in our organization. Group messages with the team are allowed and typically created via IOS messaging applications. Communication in these groups should include but not limited to: practice information, schedules, videos and photos of practices, competitions or outside skillset conditioning, motivational conversations, encouraging the bonding of the team, and monitoring of activity of communication between the athletes.

### **Request to Discontinue All Electronic Communications or Imagery with**

Requests must be submitted in writing and communication to the team coach AND a PRO SPIRIT owners or officer. Following receipt of a written request by the parents of a minor participant that their child not be contacted through any form of electronic communication by coaches or other adults in the program, the program, team, coaches and administrators shall immediately comply with such request without any repercussions for such request.

**Any adult member may not directly message a minor athlete participant unless the minor athlete is a member of their program. All contact must be initiated to the parent, adult owner or adult coach.**

### Abuse and Misconduct

Social media and other means of electronic communication can be used to commit abuse and misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Any abuse or misconduct in any communication by any employee, volunteer, independent contractor or other participant of a PRO SPIRIT program, activity or event will not be tolerated and are considered violations of PRO SPIRIT policies and U.S. All Star Federation's SafeSport Program. Infractions of PRO SPIRIT Electronic Communications Policy should be reported to a PRO SPIRIT owner or officer or the appropriate person as described in the USASF **Professional Responsibility Code V8.0**.

Any PRO SPIRIT participant or parent of a participant who violates this Electronic Communications Policy is subject to appropriate disciplinary action, including but not limited to: temporary suspension, permanent suspension, and/or referral to law enforcement authorities.

### USASF Policies and Notices

**Additionally, all content must adhere to the U. S. All Star Federation Code of Conduct and the Professional Responsibility Code V8.0 regarding the protection of athletes. Non-Compliance with the Professional Responsibility Code is subject to disciplinary hearing and potential penalties by the USASF.**

The following four points are defined as definitively inappropriate conduct. Any communication with an athlete, either verbal or electronic may not involve or relate to any of the following:

1. Inappropriate or sexually explicit photos.
2. Sexual innuendos, sexual conversation, explicit language or sexual activity of any type.
3. Drug or alcohol use.
4. The adult should not relay information about their personal life or social life outside of the professional environment or discuss their relationships or personal problems.

Regardless of the adult's role in relationship to the athlete, it is the responsibility for the adult to maintain these guiding principles when communicating electronically:

1. Does the conversation pertain to the team, team activities, and/or health and well-being of the athlete?
2. Is the content of the electronic conversation something that any parent, boss or other adult would agree is professional in nature?
3. Is the electronic communication accessible to the public (at minimum the athletes parent/guardian) at anytime?
4. Can the information conveyed to the athlete be used as a permanent part of the athlete's record?

Summary: An adult must ask him/herself whether the electronic communication with the athlete, if read by any reasonable individual, would be understood and determined as **professional in nature**.

## PRO SPIRIT INC SEXUAL ABUSE POLICY

### Purpose

The safety and welfare of the athlete must be at the forefront of all programming considerations. Youth sports programs must have clear, written guidelines that prohibit adults who have contact with minors from engaging in conduct that is either inappropriate and/or illegal.

### Policies

**PRO SPIRIT will comply with the federal requirements for Sports Organizations in order to take measures to prevent child abuse.**

The “Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act” was signed into law February 12, 2018 by President Trump. Additional details on this Act can be found by following either link:

- Reuters Article: <https://www.reuters.com/article/usa-congress-harassment/u-s-house-passes-bill-to-protect-young-athletes-from-abuse-idUSKBN1FJ032>
- Legislation Text: <https://www.congress.gov/bill/115th-congress/senate-bill/534/text?format=txt>

The Act makes it a criminal offense NOT to take the following measures – there is NO grace period, it is effective immediately:

1. **Mandatory Incident Reporting**

*The Act requires Organizations to provide a tool for “Mandatory Reporters” to immediately report suspicions of abuse. The list of “Mandatory Reporters” now includes any adult authorized to interact with a minor athlete at a sports organization, facility, event, or treatment.*

2. **Consistent Abuse Prevention Training**

*The Act requires Youth Sports Organizations to provide consistent training on prevention and reporting of child abuse to all adult members who are in regular contact with minors/amateur athletes. Effective prevention training allows adults to see and recognize problematic behaviors before a minor is abused.*

3. **Confidential Notifications**

*The Act requires Organizations to provide a “mechanism for communication” for all participants and volunteers where they can confidentially report incidents of abuse, or suspicion of abuse.*

4. **Audit Trail & Reporting**

*The Act requires Organizations to establish “oversight procedures” to create records for each incident, including the responses taken to follow acceptable procedures, and can be proven during “random audits” of the Organization.*

**PRO SPIRIT will provide education and resources for parents.**

Programs will share and make available resources for parents to educate themselves. At minimum, Cheer Athletics will educate parents on the availability of:

- **Safesport Tool Kit** for parents: <https://resources.safesport.org/toolkits/Parent-Toolkit-Complete/index.html>
- **FREE online parent training** is available at [www.athletesafety.org](http://www.athletesafety.org)
- **Darkness to Light Website** <https://www.d2l.org/>
- **Stewards of Children Prevention Toolkit App** available on mobile devices

- **USASF SafeSport code and the USCSS Policies document** that is available to all USASF members: [USCSS Policies](#)

**The posting of the policy for all participants and their legal guardians, as well as ensuring that gyms are meeting the standards set forth in the posted policy.**

PRO SPIRIT will:

1. Post the policy for participants, their guardians, and coaches to see. (link HERE when completed)
2. Follow the policy as outlined in the above link, including hosting an annual sexual abuse orientation meeting with all coaches, parents and volunteers. Links for the items needed to conduct the annual orientation meeting are listed below:
  - a. Handout
  - b. PCA produced video: <https://devzone.positivecoach.org//resource/video/protecting-youth-athletes-sexual-abuse-parents-and-coaches>

**PRO SPIRIT will follow Mandated Reporter policies for the respective state.**

A “Mandated Reporter” is someone required by law to report if they suspect or know that child abuse is occurring. Each state has its own legal requirements and agencies for reporting. It is the responsibility of the Program Administrator and/or owner to:

1. Know the laws that are specific for their state.
2. Post the legal requirements and specific reporting procedures for their state for all coaches and adult staff to reference.
3. Conduct an annual staff meeting that includes training on the legal requirements and reporting procedures for their state.

## UNIFORM RENTAL POLICY

As part of the Hype and Elevate competitive program, Pro Spirit provides uniform bodysuits under a rental agreement for each athlete for the season. As rental agreement, the uniform remains Pro Spirit property and will be returned at the end of the season. **All personal package items (Uniform shorts, makeup, competition bow) are for your athlete to keep and were purchased separately.**

### Uniform Care

Please ensure that your uniform remains in good condition. Some common tips for maintenance and care are:

- Pre-treat any makeup mark
- Flip uniform inside out when washing
- Wash separately in cold water
- Hang to Air Dry
- **PLEASE NOTE: Do not dry clean uniforms. The dry cleaning process can damage the garment.**

### Season End Return

For your convenience, Coaches/Team reps will be collecting the rented uniform bodysuit after your team’s last award session of the competition season in April. Please insure that your athlete has a change of clothes to

change into. ***Athlete parents are responsible for the replacement of any unreturned uniforms at the full uniform price.***

## INDEMNIFICATION

Member agrees to indemnify and hold Pro Spirit and its suppliers, affiliates, partners, subsidiaries and employees (collectively, the “Indemnified Parties”) harmless from any and all claims and demands, losses, liability costs and expenses (including, but not limited to, reasonable attorneys’ fees), incurred by an Indemnified Party arising out of or related to (i) Member’s breach of this Agreement; (ii) any information (including but not limited to Member Data and Member’s publicly posted information) submitted, posted, or otherwise provided by Member at the Member Web Site and/or to Pro-Spirit.com and/or its affiliates; (iii) any dispute or litigation between an Indemnified Party and a third party caused by Member’s actions; and (iv) Member’s negligence or violation or alleged violations of any rights of another; (v) any medical injuries/conditions related to the use of Pro Spirit Inc properties. These obligations will survive any termination of Member’s relationship with Pro Spirit Inc. or Member’s use of the Service. To the fullest extent permitted by law, the foregoing indemnity will apply regardless of any fault, negligence, or breach of warranty or contract of Pro Spirit and/or its suppliers, affiliates, partners, subsidiaries and employees.

## SEXUAL ABUSE POLICY

### Purpose

The safety and welfare of the athlete must be at the forefront of all programming considerations. Youth sports programs must have clear, written guidelines that prohibit adults who have contact with minors from engaging in conduct that is either inappropriate and/or illegal.

**PRO SPIRIT will comply with the federal requirements for Sports Organizations in order to take measures to prevent child abuse.**

The “Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act” was signed into law February 12, 2018 by President Trump. Additional details on this Act can be found by following either link:

- Reuters Article: <https://www.reuters.com/article/usa-congress-harassment/u-s-house-passes-bill-to-protect-young-athletes-from-abuse-idUSKBN1FJ032>
- Legislation Text: <https://www.congress.gov/bill/115th-congress/senate-bill/534/text?format=txt>

The Act makes it a criminal offense NOT to take the following measures – there is NO grace period, it is effective immediately:

1. **Mandatory Incident Reporting**

*The Act requires Organizations to provide a tool for “Mandatory Reporters” to immediately report suspicions of abuse. The list of “Mandatory Reporters” now includes any adult authorized to interact with a minor athlete at a sports organization, facility, event, or treatment.*

2. **Consistent Abuse Prevention Training**

*The Act requires Youth Sports Organizations to provide consistent training on prevention and reporting of child abuse to all adult members who are in regular contact with minors/amateur athletes. Effective prevention training allows adults to see and recognize problematic behaviors before a minor is abused.*

### 3. Confidential Notifications

*The Act requires Organizations to provide a “mechanism for communication” for all participants and volunteers where they can confidentially report incidents of abuse, or suspicion of abuse.*

### 4. Audit Trail & Reporting

*The Act requires Organizations to establish “oversight procedures” to create records for each incident, including the responses taken to follow acceptable procedures, and can be proven during “random audits” of the Organization.*

## **PRO SPIRIT will provide education and resources for parents.**

Programs will share and make available resources for parents to educate themselves. At minimum, Cheer Athletics will educate parents on the availability of:

- **Safesport Tool Kit** for parents: <https://resources.safesport.org/toolkits/Parent-Toolkit-Complete/index.html>
- **FREE online parent training** is available at [www.athletesafety.org](http://www.athletesafety.org)
- **Darkness to Light** Website <https://www.d2l.org/>
- **Stewards of Children Prevention Toolkit App** available on mobile devices
- **USASF SafeSport code and the USCSS Policies document** that is available to all USASF members: [USCSS Policies](#)

## **The posting of the policy for all participants and their legal guardians, as well as ensuring that gyms are meeting the standards set forth in the posted policy.**

PRO SPIRIT will:

3. Post the policy for participants, their guardians, and coaches to see. (link HERE when completed)
4. Follow the policy as outlined in the above link, including hosting an annual sexual abuse orientation meeting with all coaches, parents and volunteers. Links for the items needed to conduct the annual orientation meeting are listed below:
  - a. Handout
  - b. PCA produced video: <https://devzone.positivecoach.org//resource/video/protecting-youth-athletes-sexual-abuse-parents-and-coaches>

## **PRO SPIRIT will follow Mandated Reporter policies for the respective state.**

A “Mandated Reporter” is someone required by law to report if they suspect or know that child abuse is occurring. Each state has its own legal requirements and agencies for reporting. It is the responsibility of the Program Administrator and/or owner to:

4. Know the laws that are specific for their state.
5. Post the legal requirements and specific reporting procedures for their state for all coaches and adult staff to reference.
6. Conduct an annual staff meeting that includes training on the legal requirements and reporting procedures for their state.

## **TERMINATION/CANCELLATION OF PARTICIPATION**

Either Member or Pro Spirit may terminate or cancel Member’s participation at any time. Member understands and agrees that the cancellation of Member’s participation is Member’s sole right and remedy with respect to any dispute with Pro Spirit Inc. This includes, but is not limited to, any dispute related to, or

arising out of: (1) any term of the participation Agreement or Pro Spirit's enforcement or application of any such term; (2) any policy or practice of Pro Spirit including Pro Spirit's Privacy Policy and Copyright Policy, or Pro Spirit's enforcement or application of these policies; (3) the content available through the Service or any change in content provided through the Service; (4) Member's ability to access or use the Service or Member's Web Site; or (5) the amount or type of fees, surcharges, applicable taxes, billing methods, or any change to the fees, applicable taxes, surcharges or billing methods, if any. All other provisions of this Agreement, which may reasonably be construed as surviving such termination, will survive the termination of this Agreement.

Member further agrees that Pro Spirit, in its sole discretion, may terminate Member's program participation, Member's portal account or Member's participation and/or use of services for any reason, including, without limitation, (i) if Member breaches this Agreement, (ii) if Pro Spirit is unable to verify or authenticate any information that Member provides to Pro Spirit, or (iii) if Pro Spirit believes that Member has violated or acted inconsistently with the spirit of this Agreement. It is Pro Spirit's sole discretion, to discontinue athlete participation. If Pro Spirit terminates Member's participation pursuant to (i), (ii) or (iii) above, Member will forfeit all credits, pre-paid fees, and any other amounts accruing to Member, if any. Pro Spirit, shall not be required to refund, redeem, or pay amounts to Member upon such termination.

Upon termination of Member's Account for any reason, Member shall remain liable for any outstanding balances already incurred or any balances pending related to the programs financial terms and agreements, (ie. uniform fees, registration fees, affiliate competition fees and any program fees stated during the registration process).