

Fly Girls

Member
Handbook



Fly Girls

Parent
Handbook





POLICIES

Practice & Attendance Policies: Groups/teams will practice once a week. The staff will use these practices to evaluate the athletes and decide what division, and skill level the member will be assigned to. All practices are mandatory, unless excused through the Coaches. Please note that it is suggested that you plan your family vacations around our off dates, so that your child does not miss practice. This is not a bench sport. This means we need EVERYONE present at EVERY practice in order to successfully practice a full routine. Each member plays a critical part in the execution of the routine. If there are people missing, certain parts of the routine cannot be practiced. For example, if one person is missing, an entire stunt group cannot practice the necessary tricks that may be in their Performance Routine, and this also includes FORMATION CHANGES.

In Season Absence Policy (Starts in August): The only excused absence is a school function that results in a grade or excuses listed. All other absences are unexcused. Part-time jobs, dances, concerts, banquets, long distance driving, family reunions, weddings, recitals, school/church socials, and any other non-related school activities are unexcused unless cleared. Please plan your school activities well in advance and submit your absence request as soon as possible. A sent text does not automatically excuse the absence. Absences must be approved. Please do not assume an absence is excused until you have heard back from your coach. An unexcused absence may result in the member being moved to an alternate position or pulled from an upcoming performance at the discretion of the staff. It is the responsibility of the member to learn any changes PRIOR to practices. Alternates must also follow all requirements and guidelines. TARDIES hinder the teams ability to utilize all practice time. Excessive tardies (excused or unexcused) may result in dismissal from the team for the remainder of the season.

Summer Absence Policy: Students are allowed up to 3 absences for family vacations during the months of May through July. Please plan accordingly. Additional absences will jeopardize an athlete's placement on their respective teams. Alternates must follow all rules, requirements and guidelines.

Sick Policy: If you are contagious don't come to practice! However, if not contagious, a member MUST be present, but may not be required to participate. This can jeopardize a member's position on a team, if rule is not followed. In addition, you must provide a doctor's note with detailed information regarding the illness, treatment and length of recovery. This includes dental, medical and any other health related issue that would prohibit a student from participating. Extended sickness such as Mono, Strep throat, or COVID-19, will possibly jeopardize a member's position on the team.

Injuries: In the event that an athlete is injured at home or during other extracurricular activities, we ask that you please notify us as soon as possible. You should notify us and the team representative to get the necessary information to the coaches. We will make changes with choreography prior to practicing. We will re-choreograph routines based on the person's injury and length of recovery. Once the individual has fully recovered, he or she may or may NOT be choreographed back into the routine. The coaches have complete discretion in replacing such individuals for the rest of the season. All injured athletes must continue to pay their monthly tuition.

Dress Code Policy

Clothes

All FlyGirls practice clothes need to be worn on the correct day's practice. We pride ourselves in who we are, and how we look. Trust that we are, or may be the talk of the day.

- Be responsible enough to know what to wear.
- Practice clothing must be worn to every practice.
- Lost, misplaced, or damaged clothing will be replaced at your expense.
- Torn practice uniforms should be repaired by a parent or seamstress.
- Anyone late unexcused or dressed incorrectly will receive a demerit.
- Fingernails must be kept clean and trimmed.
- There is to be NO JEWELRY worn at practices, which includes all earrings, belly button rings and necklaces. This is not simply for appearance sake, but for the safety to the one wearing the jewelry and for those who might be injured as a result.
- Good hygiene and grooming is required. Please use deodorant, if needed.

Shoes: Practice/performance shoes must be equivalent to performance shoes, unless other is specified. Please try not to wear your dance shoes for activities outside of FlyGirls. This is not only makes the shoes last longer, but will also keep their shoes clean. When athlete's shoes look dirty and worn-out/holes, you will be expected you to purchase a new pair.

Hair: Your hair must all ways be combed, clean, and picture ready, you never know who may stop by the studio.

Appearance for Performances/Competitions: We pride ourselves on being extremely uniform, from head to toe.

- Girls must have length. This can include, but not limited to crochets, sew ins, or natural hair flat ironed or loose curl (loose curl must be previously approved by Coach Jae). NO BRAIDS are allowed in in-season.
- Hair color must be neutral, and natural unless colors approved by Coach Jae. (Browns, Natural Blondes, certain auburns, and some gingers are acceptable at Coaches approval) (NO pinks, purples, blues, yellows, greens, etc, as well as Coaches reserve the right to ask hair color to be changed at anytime if the color is out of FlyGirls color codes).

Nails and Make-up: Girls are NOT allowed to have long nails for safety purposes.

- Nails must be white for performances and competitions. We reserve the right to remove fingernail polish if it interferes with protocol.
- Makeup is all the same amongst members.

Team Practice Rules: Practices are CLOSED to boyfriends/girlfriends, friends and dancers from other gyms. We also reserve the right to close all practices to parents, and family. Practices will always be CLOSED as we would like for all to understand this is our most critical preparation time, and would need to refrain from any and all distractions for the time spent with the team.

Growth Program: FlyGirls is a team that promotes Growth. We not only train the members in dance, but other departments as well. Members are given multiple resources at the beginning of the season during bootcamp to ensure growth throughout the year. It is our job to give them the tools and the resources for their growth, but it is the member's responsibility to drill, and remain dedicated to practice and growth.

Additional Studio Rules/Expectations

- There is absolutely no food or drink allowed in the instructional area.
- Siblings and parents are not allowed in the practice area.
- Please do not drop your kids or sibling off extremely early for practice or make a habit of picking them up extremely late. We do not offer babysitting and when not under our direct supervision, we cannot be responsible for your child. There will be a late fee of \$5 every five minutes after the first 10 minutes, immediately noted to your account. This fee can needs to be paid before the next practice.
- Inappropriate conduct or comments from a parent or child may affect their child's position on our team.
- All CELL PHONES and or TABLETS should be turned OFF during practice times.
- There is to be NO GUM whatsoever at practices or competitions. • Any TATTOOS must be covered at all times.
- There is to be NO excessively long fingernails or sculpts.

- There is to be NO videotaping of practices unless the permission is given by the coaches.
- There is to be NO posting of content unless approved by Coaches.
- There is to be NO excessive contact outside of contact hours.

Online/Social Media Guidelines and Policies

These new ways of communication are changing the way we communicate with each other, and even how we navigate with our fellow athletes, competitors, target audiences of new dancers and partners, even dance organizations. In order to avoid any problems or misunderstandings, we have come up with a few guidelines to provide helpful and practical advice for you.

1) Only a very select few people at the studio are considered an “Official Spokesperson” or representative for FlyGirls or any of its partner brands. (Those Spokespeople are limited to Studio Owner and Coaches) Therefore when writing or posting an opinion or statement regarding FlyGirls, you must make clear that you are speaking for yourself and not for the studio.

2) You are personally and legally responsible for the content you publish on social media (including Twitter, Facebook, Instagram, TikTok, Triller, Musical.ly, Youtube, Snapchat, Pinterest, and other Social Media Applications) blogs, wikis or any other form of user-generated media. Please remember that the Internet never forgets. This means everything you publish will be visible to the world for an extremely long time, regardless of whether you “delete” it. (Commonly referred to as a “Digital Footprint”) We strongly recommend that athletes and parents always exercise the utmost caution when participating in any form of social media or online communication.

3) We respect the protection under the First Amendment, however in accordance with the USASF Image Policy, FlyGirls reserves the right to ask athletes, parents, family members to delete, remove or make “private” any content published in a public forum meant to embarrass, threaten, harass, bully, degrade or make forcibly uncomfortable any team, coach, athlete, parent, group of individuals or any other special interest regardless of gym or affiliation. This is up to and including tweets, so-called “sub-tweets,” videos, photos, shared photos, content, links to stories from other content sources, private or personal photos, advertisements, or any other content including overt profanity that has the ability to offend or harass. Also included is content (whether posted or linked) that is overtly sexual, inappropriate (by normal standards), obscene or sexually explicit. Any content that contains illegal or illicit content (such as drugs, drug references and content related to drug usage) will also be asked to be removed. We also must mention any content that is proven to be untrue, false, knowingly false, inflammatory or libelous will also not be tolerated. Failure to adhere to these policies and the request to do so by the Head Coach, and the other coaches, will possibly result in removal from the team/gym and will not be entitled to any refund or restitution of any kind.

3) In addition, you CANNOT use the FlyGirls name or any variation of our name in your email address or social media/message board username. If you already use our name in an email address or username, it must be changed NOW.

a) Ask your friends not to tag you in inappropriate or irrelevant photos. Return the favor by not doing tagging them in any unflattering or inappropriate photos either. Monitor your tags and mentions and remove anything that might get you in trouble. On Facebook, you can set it so that you have to approve your tags and mentions before they are visible on your Timeline.

b) Once something is on the Internet, it never really gets completely deleted. Avoid controversial photos, too much foul language and offensive material – remember, recruiters may do an Internet search on you! Google yourself at least once a month and skim the content that shows up. If you see use of your name or image that you have not authorized or do not approve, contact that site and have it removed.

d) Don’t pose for any pictures if you have second thoughts about sharing what you are doing. If you are thinking about posting a rant about a teammate or coach, first ask yourself if you are ok with whatever you say getting back to that person, or if your decision may jeopardize your position on the team. Chances are, even if you aren’t directly connected to them on your profile, someone else is, and you never know who is watching.

In general, just use your best judgment when engaging on social media. Please remember that anything you ever say is a direct reflection on this organization. Any athlete or parent/guardian caught sending/posting rude or inappropriate online messages you will be subject to immediate removal from FlyGirls program without a refund.



PARENT/GUARDIAN CODE OF CONDUCT AGREEMENT

FlyGirls is making a very strong effort to create a positive and encouraging environment for our athletes. The parent/guardian code of conduct has been created to ask our parents to be active partners in helping the management staff at Winter Dance Company to succeed in these efforts.

Please Initial All:

_____ I will support and encourage all FlyGirls athletes at all practices and competitions.

_____ I will publically support all of the FlyGirls athletes, staff members, and coaches.

_____ I understand that I can voice any frustrations or concerns to any FlyGirls staff member and management. I will respect any decisions that are made by the staff and management that may result from discussions about my frustrations or concerns.

_____ I will abide by all studio policies. I understand that any violation of the studio policies may result from my athlete being removed from the FlyGirls program.

_____ I understand that any violent or aggressive behavior towards any athletes, parents, coaches, or Flygirls staff will result in permanent removal from the facility and possible contacting of authorities depending on the nature of the incident.

_____ I understand if my child does not make auditions before a performance or competition, they still have to dress out, and attend the event with the team.

_____ I will show good sportsmanship by cheering on all of the squads that compete against FlyGirls.

_____ I will not speak negative of athletes, parents, coaches, or FlyGirls staff on any social network sites (Facebook, Twitter, etc.).

_____ I understand that this is a team sport and that all FlyGirls squads either succeed or fail as a team. Win or lose, I will recognize all of the hard work that the athletes and coaches put in to preparing for competitions.

_____ I will remain in the public areas of the training center. I will not enter any of the athlete training areas without being escorted by a member of the FlyGirls Team.

_____ I have read the guidelines in this code of conduct. I understand that any violation of this code of conduct could result in disciplinary action. This could include my child being suspended or dismissed from the program, and forfeiture of any fees already paid.

Please print child's name: _____
Date: _____

Please sign your name: _____
Date: _____





ATHLETE CODE OF CONDUCT AGREEMENT

Please Initial All (Children 12 and over must initial, Parents/Guardians initial for children under 12)

A member must at all times be a strong representative of Winter Dance Company "FlyGirls" and a positive reflection of her teammates. Abusive behavior, lying, and or any other form of negative behavior are grounds for removal from this program. We will not tolerate comments about other teams and their programs. As a member of the FlyGirls Dance Program, you are an ambassador of our program and our brand each time you have on your uniform, warm-up, FlyGirls t-shirt or anything with FlyGirls on it. We expect all of our members to conduct themselves with the upmost respect for others and to display good sportsmanship towards all other athletes and programs at all times.

_____ I will come to every practice in the proper practice attire and ready to practice on time.

_____ I will come to every practice and competition with a positive and good attitude.

_____ I will give my best effort and go full out at every practice and every competition.

_____ I will be respectful to all athletes and coaches.

_____ I will treat all of my team members with respect. I will not say any negative comments about any of my team members or any FlyGirls athletes. If I am going to provide criticism, it will be in a constructive manner.

All comments I make will be to build up the team, not tear it down or apart.

_____ I will be respectful of all the other teams and athletes that we compete against. I understand that I represent FlyGirls, my team, and myself at all competitions.

_____ I will not speak negative of athletes, coaches, staff members, or parents of FlyGirls on any social network sites (Facebook, Twitter, etc.).

_____ I understand there will be no back talk, rolling of the eyes, an attitude, and any other disrespect for instructors or teammates is unacceptable.

_____ I will not participate in pettiness, gossiping or cliques, which attempt to exclude or alienate certain members. Bullying will not be tolerated in any form.

_____ I will not drink, smoke, or use any illegal substances.

_____ I will come to each competition fully dressed, in full uniform and ready to compete.

_____ I understand if I do not make auditions before a performance or competition, that I must still be present, dress out, and stay with the team.

_____ I have read the guidelines in this athlete code of conduct. I understand that any violation of this code of conduct could result in disciplinary action. This could include being suspended or dismissed from the program and forfeit any fees already paid.

_____ I understand I will be put on a 10-demerit scale. When I receive 8 demerits my parents will be notified on my behavior and will be aware of my current status. In addition, if I continue to receive 2 more demerits reaching a total of 10, my status as an active member of Legends in the Making will be terminated.

Any violation of team rules may result in dismissal from the team for the remainder of the season without refund. After a warning, the team member will sit out of practice until the problem is solved. A problem between a student and staff member will first be addressed between the owners. If not solved, a parent will be notified of the problem or infraction of the rules and will be expected to assist the instructor in solving the problem. A parent should never reprimand or discipline someone else's child. We will handle any disciplinary problems privately and professionally.

Please print your child's name: _____

Please sign your name: _____



Team Reps and Communication: Teams communications will come to athletes and parents through your designated Team Representative via text message and or FLYmail. It is important that you check your messages on a daily basis to be sure you do not miss critical changes for your team, especially if your phone does not have texting capabilities. Also, if you are not receiving team messages, make sure your Team Representative has the correct contact information listed for you. It is YOUR responsibility to make sure you are receiving updates from your team. Again, if you have not received communication about your team, contact your coach/director.

In addition, general team news will be posted online at www.winterdanceco.com. A weekly text will be sent from Coach Jae each week to provide everyone with a brief overview.





Principles:

Faith family

Loyalty

Yes I can mindset

Growth

Inspire

Refrain from judging methods

Long-ambitioned

Stay Humble





Coaches Mission Statement

Our goal is to provide a positive, safe and successful environment for all dancers of FlyGirls.

Our job is to create a fun, disciplined, goal-oriented program that helps children be successful individuals on and off the dance floor.

Member Mission Statement

Prestigious . Poised . Consistent .

Determined . Attitude-Free. & Dedicated.

With good grades, high standards, beautiful skin, and pleasant personalities; we are Winter Dance Company FlyGirls.



Guidelines

- ✦ 1. I keep my word to be respectful at all times to all my peers, coaches, fellow competitors, and anyone in my atmosphere.
- ✦ 2. I keep my word to be on time at all events, practices, mandatory meetings, etc., unless cleared by one of my coaches.
- ✦ 3. I keep my word on going full out when on FlyGirls grounds at all times.
- ✦ 4. No soda is allowed to be consumed by any FlyGirls members during practices or events until after performing.
- ✦ 5. I keep my word on adhering to all dress code policies (This includes, fingernails, hair, jewelry, clothing, shoes, bags, etc).

- ✦ 6. All FlyGirls members will depart from the studio at the same time when in route to an event, competition, etc., as well as waiting until the clearance is given by the coaches to proceed when entering the establishment together as a team (This includes being fully dressed, I.E. not having rollers in hair, getting dressed in the car, brushing hair, etc.). All team affiliates must be fully dressed and turn in checklist sheet prior to departing the studio.
- ✦ 7. I keep my word to be mindful that anything that is considered inappropriate on any and all social media I have may jeopardize my position on the team.
- ✦ 8. I keep my word when it comes to following all procedures of FlyGirls.
- ✦ 9. I keep my word when it pertains to being loyal to my fellow family (team) members and coaches of FlyGirls.
- ✦ 10. I keep my word to always trust in my coaches, and understand I can come to them at any time with an issue.



Team Outline

Centering the team's focus around:

- ✦ **Full Out**
- ✦ **Jazz**
- ✦ **Technique**
- ✦ **Majorette**
- ✦ **Buck**
- ✦ **Cleanliness**
- ✦ **Smooth Lines**





Absence Information

Absences will only be excused if under these guidelines, unless excused or approved by a Coach, only by completing an Absence Request Form. In the parentheses are the number of excused absences you are allowed without a demerit, any after that will consequently result in a demerit, and conducts a possibility of being removed from the team if the absences become consistent.

- ✦ Death in Immediate family
- ✦ Family Emergency (2)
- ✦ Child Emergency (2)
- ✦ Sick with a Doctor's excuse (3)



Demerit Scaling Sheet

- ✖ Chewing gum
- ✖ Phone goes off
- ✖ Not having appropriate attire
- ✖ Tattoos not being covered
- ✖ Improper jewelry
- ✖ Attitude
- ✖ Hair not groomed
- ✖ Nails not adhering guidelines
- ✖ Consuming Soda or illegal beverages during practice
- ✖ Incorrect jewelry
- ✖ Inappropriate content on social media
- ✖ Foul language
- ✖ Not improving on "Sideline Sit-Out" in a timely manner
- ✖ Representing FlyGirls in an inappropriate manner
- ✖ Being rude or impolite to other teams
- ✖ Disrespecting other team members and/or Coaches
- ✖ Not following directions
- ✖ Excessive mistakes in performances, competitions, or parades



Scenarios & Procedures

Fight between team members	Removal of team member who initiated altercation
Walking out of any practice	3 Demerits
Forgetting any material for event	(Must sit out performance) 3 Demerits
Parent Complaint	Discuss privately in meeting room
Being late to practice	2 Demerits
Breaking formation or Walk-in	1 Demerit
Failure to turn in paper work on time	2 demerits
Incorrect attire	2 Demerits
Incorrect attire at event	4 Demerits
Incorrect nails	2 Demerits
Chewing gum	1 Demerit
Phone going off	2 Demerits
Leaving practice early unexcused	2 Demerits
Bullying	5 Demerits
Sit out or sitting down during practice unexcused	2 Demerits
Failure to report back to practice from breaks	1 Demerit
Inappropriate content on social media	3 Demerits
Failure to make an event unexcused	4 Demerits

Parent issue or an out of hand altercation can jeopardize your child's position on FlyGirls.



Checklist Sheet Example

Name:	
--------------	--

Team Bag	
Warm Up FlyGirls Shirt	
Silver Sequin Headband	
Shoes	
Performance Top	
Performance Bottom	
Prop	
Signature:	



Payments

Tuition: \$180.00/Month (ONLINE PAYMENTS ONLY)

Paraphernalia, Parades, Costumes, Shoes, Travel Expenses, Studio Fees, Competition Registration, Competition Fees, Training (anywhere from 9-12 hours a week)

Throughout the season, members will do at least 3 parades, 2 competitions, 2 productions, 2 offsite dance development opportunities, at least 1 ambassador opportunity, and multiple performances.

-As we add competitions, performances, parades, or any other dates throughout the season, the calendar will be updated, and we will notify you immediately.

Bootcamp Fee: \$50 due before the first day of Bootcamp

\$1,800 (Entire Season-10 months September through June)

\$200 RECITAL FEE (RECITAL FEE IS SEPARATE & WILL NEED TO BE PAID AS WELL)

The non-refundable Recital Fee (\$200 per child) and is due Wednesday, March 15th. This fee covers the cost involved in the production including the theatre rental of the facility for rehearsal and recital, security, scenery, photographer, videographer, decorations, props, and WDC staff. This fee also covers each student with a souvenir recital booklet with students' individual picture, a digital copy of their individual picture, WDC polo style-shirt, trophy, certificate, link to the recital recording, and four recital tickets. There will be a \$30 late fee assessed for those who do not pay the Recital Fee by the deadline. The Recital Fee must be paid in full in order to participate in the recital.

*The rest of the tuition is due by the 15th of every month.

Any late fee picking up a child at an event or practice will be assessed immediately, and will need to be paid before the next event. After the first 10 minutes, it will be \$5 every 5 minutes.

Please Note:

- There will be a \$15 Late Fee assessed to your account if payment is not received by the 15th.
- To enroll in classes, member will pay \$30 a month per class. We encourage all students to enroll in at least ONE class.
- If you need to reset your password or having difficulties accessing the online portal, please contact our Account Manager, Tina Turner at 225.328.1090



Contact Hours

Monday-Thursday

5:30pm-8:30pm