

WHAT TO DO DOCUMENT FOR CHEER COACHES

There are NO expenses required by the cheer coaches and/or organizations except to collect each cheerleader's registration. The YSF provides and pays for the following – Insurance, Cheer Pack (YSFL Tank Top, Shorts & Socks), Small Participation Trophies, Cheer Competition Event and Championship Trophies.

All FORMS and paperwork mentioned in this document are available in this packet as well as in the “Coaches Section” on the YSFL website

BASIC CHEER TOURNAMENT TIMELINES

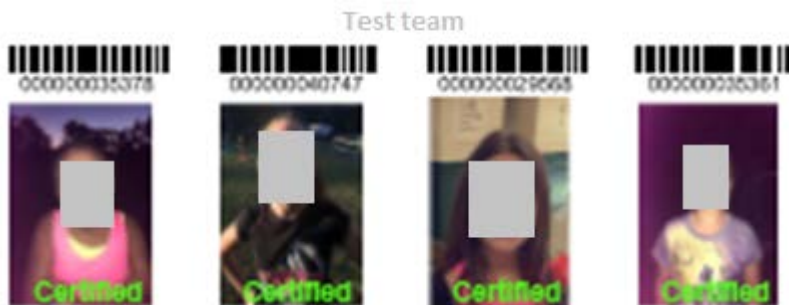
- ✓ **CONDUCT CHEERLEADER REGISTRATIONS** - Each cheerleader when they attend your team registration events will fill out the Cheerleader Application Form (*Form is in this packet*). The information on these forms will be used to enter the cheerleader's information into the YSFL Online Cheer Team Management Console.
- ✓ **START TO MAKE PAYMENTS TO YSFL** – Cheerleaders can pay with a check or online at the YSFL web site “Make a Payment” button.
 - a) If Cheerleaders pay online with a credit card, the payee will receive an automatic receipt upon payment through the system.
 - b) If Cheerleaders pay with a check the payment checks should be made out the “YSFL”, then attached with the “Cheer Coaches Payment Disbursement Form” (*Form is in this packet*) and sent to YSFL, P.O. Box 260183, Tampa FL 33685-0183. Teams typically have multiple registration events it is suggested that coaches send in the payments as they receive them as the YSFL requires teams to have certain % of their payments in by certain dates in order to participate.
- ✓ **REGISTER YOUR TEAM AND RECEIVE USER NAME AND PASSWORD TO YOUR TEAM CONSOLE** - All coaches for EACH team on an organization must go to their state website and click on the “REGISTER A TEAM” menu button. Fill out the online form. Once a coach has registered their team the YSFL will email a user name and password to log into the YSFL Team Management Console. An instruction Manual is available on the team page. Coaches will then be able to enter their cheerleaders and coaches information on the YSFL Team Management Console. **IF YOU HAVE AN ORGANIZATION WITH MULTIPLE TEAMS REPEAT THE REGISTRATION PROCESS FOR EACH OF YOUR TEAMS.** *All teams must be registered through this process, and all cheerleaders and coaches MUST be added to the Team Console.* Team administrators can set themselves up to be “administrators” and this allows them to see ALL teams in their organization with ONE login. As Head Coaches add their coaches to their Team Consoles the system will send those coaches their OWN user name and password.
- ✓ **PUT TOGETHER YOUR TEAM PAPERWORK** – *YSFL does NOT use team folders.* All information related to a team and their given cheerleaders is maintained online within the Team Console Management system. *The YSFL runs an ONLINE TEAM FOLDER process.* Teams should take the following steps with regard to the paperwork required for ALL of their cheerleaders:
 - a. ALL cheerleaders must be added to the Team Console and all required information filled out.
 - b. ALL cheerleaders photographs must be uploaded into each of the cheerleaders pages on the Team Console.
 - c. Take a photograph of the cheerleaders copy or original birth certificate and upload it into the cheerleaders page of the Team Console. *Cheerleaders/Parents must then also bring their original birth certificate to their actual certification event in order to verify that the picture of the birth certificate in the Console is the same as the actual original birth certificate. These originals will then be returned to the parent once certified.*

- d. Cheerleaders/Parents must also bring an ID of the Cheerleader or parent/guardian of the cheerleader to their actual certification event so that YSFL can verify that the birth certificate uploaded is the cheerleaders actual birth certificate. *(See detailed description of the birth certificate and ID requirements below)*
- e. Coaches should print out the Medical and Liability forms. *(Click on the “Print Players Forms” button in the cheerleaders page, these forms are also available on the Documents page on the YSFL website and within this document)* Have ONE of the Cheerleader’s parents sign both documents. Coaches/Parents/Cheerleaders should bring both these original forms to the certification events and they will be retained by the YSFL certification clerk when your cheerleader is certified.

Cheerleader Certification Procedure - The YSFL offers multiple opportunities to certify cheerleaders prior to the season at certification offices held in every city and also at the game fields. Teams can certify their cheerleaders incrementally or all at one event. All dates for certification events *for each state* are announced on each of the state tournaments websites one month prior to the season start. When you bring your cheerleaders to a certification event the YSFL will proceed to certify your Cheerleader, by checking the photograph and cheerleader information, verifying the cheerleader’s BC and ID, retaining the Liability and Medical Forms.

Game Check in Procedure - As the YSFL does not use team folders, the game check in procedure is unique. Prior to the games coaches will print out their “Check In Scan Card” *(This form can be found on the team’s cheerleaders page under the “Print Player Forms” menu – see example below)*. This is a single page report containing each cheerleaders bar codes and photograph. The YSFL Certification clerk will check in teams using this report and a bar coder. All information on each particular cheerleader in the team is maintained and managed online. Remember YSFL runs certification offices at every game field where cheerleaders can be certified. Also prior to the season the YSFL runs certification offices and events at multiple venues all over the states.

EXAMPLE OF A SCAN CARD



ORIGINAL BIRTH CERTIFICATES AND ID REQUIREMENTS *IMPORTANT* - The YSFL requires an original birth certificate verification and a copy of parent or cheerleader ID in order for cheerleaders to participate and become certified. Cheerleaders can satisfy this BC and ID verification process by choosing ANY of the following choices.

1. **Choice #1** - Original or Certified Birth Certificate AND photocopy of the cheerleader or parents ID
2. **Choice #2** - Original Passport only
3. **Choice #3** - Original Cheerleader Drivers License only
4. **Choice #4** - Original Federal or State ID card

Notes

- *Parents names on birth certificates* - If using the parents or family members ID this name must also be on the birth certificate.
- *ID’s should contain picture and birth date* - Federal or State ID cards are acceptable if they contain the birth date of the cheerleader as well as a picture identification

- *Foster/Adoptive/Grandparent* - In situations where the cheerleader is under a Foster, Adopted or Grandparent scenario and the name on a child's birth certificate and or parent ID is different from the cheerleader's then some kind of legal paperwork will be required to verify this difference prior to the child's certification. Both documents above are still required.
- *Presentation of Originals* - In all cases Original documents will only be required to be shown **ONCE** at the YSFL Certification office event, and can then be returned to the parents/cheerleaders immediately. A photograph of the birth certification only will be uploaded through team consoles.

If parents are concerned about releasing their originals to the coach, they can attend any of the pre-certification events and/or offices to show the YSFL official their originals and then retain them.

In order for the YSFL to certify a cheerleader fully, the cheerleader MUST be present and ALL paperwork complete. Parents are not required if a cheerleader has all their correct information in hand at the event. Coaches can certify their cheerleaders incrementally at various locations and/or events or bring all their cheerleaders to one event. The YSFL advises teams to do as much in advance of the first game as possible to reduce delays.

There are THREE ways in which cheerleaders can be certified prior to their playing in a game:

- a. **YSFL Regional Certification Travel Meetings** - These meetings are held in EACH state and EACH district approx 1-2 weeks prior to the season start by an YSFL certification travel team who will travel into all regions and conduct the events. The YSFL will provide dates and locations for these meetings a month prior to the season on each of the state tournaments websites.
- b. **YSFL Certification City Offices** - Along with the regional travel certification events, the YSFL will also open Certification offices 1-2 weeks prior to the season start in most districts where coaches can go to get their cheerleaders certified in their local towns.
- c. **YSFL Game Day Certification Offices** - For the first 3 weeks of the season the YSFL provides certification offices that are situated at *every* game field where the YSFL is conducting tournament games for that week. Cheerleaders can be certified immediately before their games.

CHEERLEADERS PAYMENT DISBURSEMENT FORM

IMPORTANT NOTE

- Attached this form to the cheerleader registration forms and payments that are detailed below
- **DO NOT SEND CASH** - If a coach received cash from a cheerleader it is suggested that the coach write out a check in lieu of the cash received.
- Send this form to Attention: **YSFL, P.O. Box 260183, Tampa FL 33685-0183**
- **Please attach ONE FORM per team.**

ORGANIZATION / TEAM NAME	
COACH NAME	
COACH PHONE NUMBER	

COACH EMAIL		Write the Check # or "Cash"	Amount Paid
Cheerleader First Name	Cheerleader Last Name		

Total Amount of Disbursement			

MEDICAL RELEASE FORM

I, the undersigned, as parent or legal guardian of (print name of child) _____ hereby consents to the following in the event my child is injured during his or her participation in any practice and/or game during the Youth Spring Football League tournament.

Section 1

Agents or officials of the YSFL, and/or coaches or officials of my child's team and/or organization may administer first aid or arrange for transportation to a medical facility if the agent or official deems there to be an emergency. At that time medical treatment may be given to my child included but not limited to anesthesia and emergency surgical treatment as deemed necessary by a qualified physician at the medical facility. *Due to liability issues the YSFL does not provide EMT's at their fields relying instead on the use of the State and local government 911 EMT processes.*

Section 2

I further understand that serious accidents occur during football youth sports activities, and at times participants may sustain serious personal injuries and/or death as a consequence thereof. I understand that the YSFL holds a 2nd tier Accident Insurance policy that only covers limited costs for medical expenses resulting from an injury that occurs in practice and/or games during the YSFL tournament, following coverage by the participants own health insurance policy. In the event a participant/child does not have their own health insurance policy the YSFL, its officers, agents or employees are NOT responsible for ANY costs associated with an accident that occurs in practice and/or games during the YSFL tournament.

_____ *I do not hold a family health insurance policy for my child* - By checking this box and my signature below I understand that the YSFL is hereby released from all responsibilities for costs associated from an injury that occurs in practice and/or games during the YSFL tournament. This release, discharge, waiver, and assumption of risk is to be binding on me and my child's heirs, executors, administrators and assigns.

_____ *I hold a family health insurance policy for my child* - By checking this box and my signature below I verify that my child is covered under my own family health insurance plan. I understand that the YSFL Accident Insurance policy is a 2nd tier Accident Insurance policy that only covers limited costs for medical expenses resulting from an injury that occurs to my child in practice and/or games during the YSFL tournament, following my own health insurance policy's full and complete coverage of the primary costs. I understand that the YSFL Accident policy does not pay for my child's primary health insurance policy's deductibles, but only for the expenses that are not covered by my family health insurance policies primary coverage. I further understand that the YSFL policy has a per incident deductible and a limited payment per incident amount, as well as clearly stipulated items that are and are not covered. I hold the YSFL, its officers, employees and agents, and the owners and maintainers of any facility used for the activities, from any and all liability arising out of or connected in any way with my child's participation in practice, pre game, or game tournament activities, other than what is stipulated in the YSFL 2nd tier Accident policy.

Home Phone _____ Work Phone _____ Cell Phone _____

Parent or Guardian Parent or Guardian Name _____

Parent or Guardian Parent or Guardian Signature _____

INFORMED CONSENT/GENERAL & MEDICAL RELEASE

Since participation in youth sports activities can be dangerous, the Youth Spring Football League (hereinafter "YSFL") requires all participants (and their adult parent(s) or guardians) to assume all risks associated with the YSFL youth football league by signing this general liability and medical release.

For and in consideration of my child being permitted to participate in the YSFL tournament activities, I hereby voluntarily release, discharge, waive and relinquish any and all claims or actions for damages for personal injury, permanent disability, death, or property damage which I or my child may have, or which may hereafter accrue to me or my child, as a result of my participation in the YSFL Football tournament activities or while I am at the facility while others play or for any other reason. This release is intended to discharge, in advance, YSFL, its officers, employees and agents, and the owners and maintainers of any facility used for the activities, from any and all liability arising out of or connected in any way with my child's participation in practice, pre game, or game tournament activities, even though that liability may arise out of negligence or carelessness on the part of YSFL, its officers, agents or employees.

I further understand that serious accidents occasionally occur during football youth sports activities, and that participants occasionally sustain serious personal injuries, death or property damage as a consequence thereof. Knowing the risks, I have voluntarily applied for my child to participate in the YSFL activities and thereby agree to assume those risks to release and hold harmless YSFL, its officers, agents or employees. I further understand and agree that this release, discharge, waiver, and assumption of risk is to be binding on me and my child's heirs, executors, administrators and assigns.

I acknowledge that YSFL may take still photographs and video and audio recordings of my child or me in the course of competitions and other activities, and therefore grant YSFL the right to use our names, likenesses or sounds in connection with the exhibition, advertising, exploiting or publicizing of the picture or sound. I agree that I will not assert or maintain any claim, action, suit or demand of any kind against YSFL, including but not limited to those based upon invasion of privacy, rights of publicity or other civil rights, or for any other reason in connection with YSFL's use of our names, likenesses or sound.

I further agree to indemnify and to hold harmless the YSFL, its officers, agents or employees for any loss, liability, damage, cost or expense which they may incur as a result of any injury or property damage I or my child may sustain while participating in the activity.

I agree to comply with the program's stated and customary terms and conditions for participation according to the YSFL. If I observe any significant changes with regard to my child's readiness for participation in the program, I will remove my child from the program immediately.

I have read this Informed Consent/General Release, fully understand its terms, that I give up substantial rights by signing it, and sign it voluntarily.

Signature of Parent/Guardian _____ Date _____

Address _____

(This section to be signed by all cheerleaders who are league age 12 and older)

Participant Name _____ Date _____

Participant Signature _____

CHEERLEADER APPLICATION FORM

*This form can be used by organization/coaches to register their cheerleaders for their records and to assist with entry into the YSFL Team Management Console - **This is NOT a mandatory form required by the YSFL.***

CHILDS FIRST NAME _____

CHILDS LAST NAME _____

AGE(as of July 31st) _____

Based on child's age on the July 31st previous to the season the tournament is being played in. (i.e. In 2018 tournament League Age is based on July 31st, 2017)

CHILDS BIRTH DATE (mm/dd/yy) _____

HOME ADDRESS _____

CITY _____

STATE _____

ZIP CODE _____

HOME PHONE(with area code) _____

WORK PHONE(with area code) _____

PARENTS FIRST NAME _____

PARENTS LAST NAME _____

EMAIL ADDRESS: _____

FEE PAID: Check _____ Check # _____ Cash _____ Online _____

YSFL CHEERLEADING RULES

SECTION I - TEAM OPERATIONAL RULES

1. General Roster and Team Rules

- There will be no cheerleader additions to a team's rosters after the start of the 4th week of games of the YSFL regular season. This deadline is irrespective of the amount of games a given team has cheered up to that timeframe. An addition is determined by completed certified paperwork and full payment of the registration fees to the YSFL registrar.
- No additional teams can be added after the 4th week of games of the season

2. Divisional Ages

Division allocation is determined by the "league age" of a child. A child's "league age" is determined by whatever the child's age was on July 31st the year **PREVIOUS** to the year in which the current YSFL season is being played. The YSFL Cheerleading program provides for divisional age teams as well as "Open" teams that allow coaches to field mixed age group teams. The YSFL Cheerleading competition will include a championship event for each of the 9 divisions. Teams may enter their cheerleaders into multiple division events at the YSFL Cheer competition.

Age Divisions

- *Tiny-Mite* 5 - 6 year olds
- *Mitey-Mite* 7 - 8 year olds
- *Peewee* 9 - 10 year olds
- *Supers* 10 - 12 year olds
- *Midgets* 11 - 13 year olds
- *Junior Varsity* 12 - 14 year olds
- *Varsity* 13 - 15 year olds

Open Divisions

- *Junior Open* 5 – 12 years olds
- *Senior Open* 11 – 15 year olds
- *Open* 5 – 15 year olds

3. YSFL Certification Process

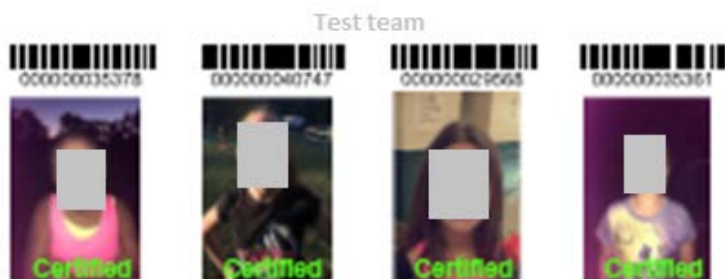
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- b. **YSFL Certification City Offices** - Along with the regional travel certification events, the YSFL will also open Certification offices 1-2 weeks prior to the season start in most districts where coaches can go to get their cheerleaders certified in their local towns.
- c. **YSFL Game Day Certification Offices** - For the first 3 weeks of the season the YSFL provides certification offices that are situated at *every* game field where the YSFL is conducting tournament games for that week. Cheerleaders can be certified immediately before their games.

4. Parents on the sidelines

All parents must stand behind the parent line, caution line, or designated area 5 – 10 yards off of the sideline. The only representatives allowed on the playing side of the parent line, caution line, or parent designated area are individuals with proper YSFL identification.

5. Coaches

Each cheer team in the tournament is allowed 4 badges. Organizations with multiple teams can combine their teams for a total badge count regardless of which teams the coaches are part of. (i.e. 5 teams x 4 badges = 20 total badges) All Head and Assistant coaches, Team Moms and Administrators fall under this 4 badge requirement.

There are two processes for obtaining an YSFL Coaches Badge for the season.

- a. Coaches with a verifiable coach badge valid from their immediate previous fall season only will be allowed to obtain a free YSFL Badge replacement by uploading a copy of their fall season badge and requesting an YSFL badges.
- b. Coaches without a fall program badge must complete the YSFL background check to apply for an YSFL badge. The YSFL background check is on the YSFL website <http://www.fsyfl.com/new-coach-screening/>.

The procedure for obtaining an YSFL Coaches badge is completed entirely online through the “Coaches Page” on the Team Console.

- a. All coaches applying for badges should be entered into the Team Console
- b. All Coaches should upload their pictures (*This picture will be used on their badge*)
- c. If a coach has a Fall badge, a picture of that badge should be uploaded and then click the “Apply for Badge” button. The coach will receive an email informing him that their badge has been submitted.
- d. If a coach does NOT have a fall badge they should click on the “Background Check” button and fulfill the background or go to the YSFL website <http://www.fsyfl.com/new-coach-screening/> (This is a \$20 cost program). Once they have completed this process they should return to their coaches page and click on the “BG Check completed” button and also click the “Apply for Badge” button. The coach will receive an email informing him that their badge has been submitted.
- e. Once the YSFL has approved their badge the coach will receive an email informing them their badge is approved and they will then see the “Print Button” become active and the coach can click on this button and print their badge.
- f. Coaches badges can be laminated, or placed into a lanyard for use.

6. Cheerleader Injuries

Due to liability and insurance issues the YSFL does not provide their own on field EMT coverage. If a severe injury occurs on the field coaches are instructed to call 911 to allow for qualified EMT personnel to deal with the issue. Only the parent or guardian of the child will be allowed onto the field in these circumstances.

SECTION II – OFFICIAL CHEERLEADING RULES

1. NFHS Rules Stipulation

Unless otherwise amended below, the current year's NFHS (National Federation of State High School Association) Spirit Rules for Cheerleading shall apply. NFHS Spirit Rules and other resources are available at www.nfhs.com

2. Uniforms

Each Cheer Team is responsible for determining their own uniforms. The YSFL will provide a spirit cheer pack to each entrant. There are no rules governing cheer uniforms. Teams can determine their own uniforms.

3. Game Day Rules

- All cheerleaders will cheer at a safe distance from the football game
- If two cheerleading teams are at the same game teams will avoid cheering during the other teams cheers. Teams will also be considerate in terms of timing of their cheers to allow the opposing squad to cheer.
- Coaches of each cheer team cheer on the same side of the field as their football team
- During halftime, each cheer team shall be allowed three (3) minutes to do a "half time show". In the event of there only being one cheer team then that team may take up the full six (6) minutes of half time.
- Cheer teams will desist from doing any stunts in poor weather conditions.

4. Music

- Music is allowed during the game days for use at half time presentations
- Music that includes any explicit, offensive or incendiary lyrics is prohibited.

5. YSFL Cheerleading Competition Rules

- All teams/cheerleaders that are registered in the YSFL tournament are entitled to enter into the YSFL State Championship Cheerleading Competition.
- Cheer teams may enter the competition in any of the 9 division groupings. (See Rule # 2 in YSFL Operational Rules above for division breakdowns). Teams may enter multiple divisions. (i.e. an organization that has a Mitey Mite and Supers team can enter those divisional competition groups and also join their teams together to enter the Junior Open group)
- The YSFL will provide a trophy for the Group Champion and Runner up.
- The Cheerleading Competition will be held at a venue in the same city and on the same days as the YSFL State Football Championships.
- The YSFL will provide all venue accommodations and equipment necessary for the competition.
- There will be a 3 minute time limit for each routine.
- Competition scoring criteria will be as follows:

Category/Points (maximum 100)

- ✓ Appearance 10 points
- ✓ Fundamentals 20 points
- ✓ Projection 20 points
- ✓ Dance 10 points
- ✓ Routine Execution 20 points
- ✓ Stunting 10 points
- ✓ Overall Appeal 10 points

Tie Breakers

- ✓ 1st - Routine Execution Total Score
- ✓ 2nd - Fundamentals Total Score
- ✓ 3rd - Projection Total Score
- ✓ After 3 tiebreakers still not being resolved the Tie will be awarded.

6. State Championships

All Cheer Competition winners and runners up of each division grouping will be provided an opportunity to do their competition routine at the State Championships during each of the half time breaks.