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**Pantherettes Team Handbook**

**2016-2017**

**PANTHERETTES PROGRAM HANDBOOK & TEAM CONSTITUTION:**

**Mission: The mission of the Pantherettes JV Dance Team is to build strong, responsible dancers within a safe team environment.**

**Coaching Philosophy: With commitment and dedication anything is possible. The goal of this program is to teach dancers the value of hard word, dedication, teamwork, and responsibility, to ensure success in every aspect of life.**

**Pantherettes Philosophy: The Pantherettes JV Dance Team is a first class organization which upholds the highest expectations of its team members and coaching staff. It is our expectation that each team member dance to the best of their ability at every practice and performance. Students must be conscious of their responsibilities and be ready to uphold the pride of being selected as a member of this organization. Activities and projects outside regular practice time are necessary for this organization to operate. As a member of this team all dancers are expected to participate in the following:**

1. **Fundraisers:**

* **Car wash**
* **Applebee’s pancake breakfast**
* **WHS Concessions**
* **Any other fundraiser deemed necessary**

1. **Performances:**

* **Home basketball/soccer games**
* **Apple Blossom Grand Parade**
* **Apple Blossom Entertainment in the Park**
* **Any other performances that may arise.**

**PANTHERETTES CODE OF CONDUCT:**

1. **Always treat others in the same manner you wish to be treated.**
2. **Communicate honestly and openly with other team members and coaches.**
3. **Support all school functions in a positive manner: athletic teams, cheerleaders, band, and any other school organizations.**
4. **Stand at attention during the National Anthem and Pledge of Allegiance. Show no disrespect for the performer, our school, or the flag.**
5. **Do not kiss, hug, or hang on your significant other while in school or at any performance site. This is considered fraternizing and is not tolerated.**
6. **Uphold the highest standards of behavior and appearance as member of the Pantherettes. The actions of one person reflect upon the entire team.**
7. **Show positive sportsmanship in all situations. Do not criticize another team during their performance or after. You never know who may be listening.**
8. **Show appreciation for the kind, thoughtful things others do for you.**
9. **Make sure parents and employers are kept informed of practice schedules and performances. At no time is work or babysitting a valid excuse for an absence or tardy.**
10. **Practice at home and come prepared to every practice.**
11. **No gum or jewelry at any practice or performance.**
12. **Hair must be out of the face for every practice in a secure bun or ponytail.**
13. **Accept constructive criticism in the spirit with which it is intended.**
14. **Superior showmanship is expected during all performances and practices.**
15. **Stretch out daily! Flexibility is the key to correct technique and execution.**
16. **School dress code applies to all Apple-Ette events. Be appropriate**
17. **Participate in all fundraising events; fees, non-performance, probation or dismissal may apply for non-compliance.**
18. **Truancy IS NOT acceptable. Be prepared. Be on time.**
19. **Always show respect to team members. Think before you speak or act.**
20. **Team members must wear their uniform appropriately when asked to do so by coaching staff/leadership. This includes wearing your uniform to school on appropriate days.**
21. **Show respect to other parents and coaches. Coaches have the final say in all decisions that are made on the Pantherettes JV Dance Team.**
22. **Appropriate practice clothing must be work at ALL practices. This includes dance shoes and athletic wear. Come to practice prepared and in the correct uniform.**
23. **Utilize your time-off responsibly. Homework is never a valid excuse for an absence.**
24. **Use social media sites appropriately. At no time is it acceptable to post negative feedback about the Pantherettes, its coaches, team members, or parents. Nor is it acceptable to post negative feedback about another team, its team members, coaching staff, or parents. It is also unacceptable to post pictures of yourself being inappropriate with a significant other, doing dugs, drinking alcohol, or any other act that is prohibited by the WHS Athletic Code of Conduct or the Pantherettes Code of Conduct. Failure to comply with this may result in removal from the WHS Pantherettes. Offenders will be dealt with severely.**
25. **School Absences:**
    * 1. ***Dancers are required to exhibit exemplary attendance at WHS. The Athletic Director will examine attendance reports weekly and determine if dancers are ineligible due to school absences. Ineligible dancers will be required to practice and remain in good standing with the team, but will not be able to perform, compete, or travel with the team until the Athletic Director has cleared them for participation.***
26. **The coach must always be informed in advance if the student is absent from school.**
27. **Any unexcused absence from school will result in suspension from participation that day.**
28. **If a student-athlete is excused from school for more than 3 class periods she will not be allowed to participate that day. (See WSD Student-Athlete Handbook, pg. 10). If this happens the expectation is that the team member sit out at practice. If the team member is sick they may bring a blanket or pillow and rest on the sidelines while the team practices. This ensures they do not fall behind and prevent the team from moving on in the routine the following practice.**
29. **Practice Schedule:**

* **Tuesday and Thursday evenings from 6:00-8:00pm during the ENTIRE season.**
* **Other practices may arise as necessary. Please be flexible.**

1. **All calendars will be given well in advance, however sometimes changes are necessary and out of the coaching staff’s control. Please be flexible.**
   1. **Team members must be in attendance at ALL practices two weeks before a performance occurs in order to perform. Exceptions may be made by coaching staff but are not guaranteed.**
   2. **Team members must attend practices to watch if they are injured or have a non-contagious illness. Students are very busy these days. Please be sure that you plan your weeks accordingly. You have made a commitment to this team and it is expected that you arrange other events outside team functions, performances, and practices. Academics are very important but will not be used as an excuse to miss practice. Prioritize your time.**
2. **Practice Etiquette:**
   * 1. **Dancers will come to practice ready to work. This means they should arrive a minimum of ten minutes early to change shoes, socialize and prepare mentally for practice. It is expected that dancers be respectful and courteous at all times towards teammates, leader, officers, and coaching staff. Dancers who display behavior that is disruptive to practice may be asked to leave or sit out for the remainder of practice.**
     2. **It is improper for a dancer to EVER question a leader, officer, or coaching staff’s authority during practice. The time to do this is in a respectful manner after practice, during break, or in a private consultation with the coach.**
     3. **Chewing gum, eating, drinking, talking, sitting down, wandering in and out of the facility, are all unacceptable during practice, just as they would be in a performance setting or a classroom setting. ALL cell phones must be put away at the start of practice and dancers will not have access to them until the end of practice.**
3. **Practice Attire:**
   * 1. **Practice attire should be neat, comfortable, clean, and close fitting. The coaching staff cannot accurately correct a student’s technique without seeing the student’s silhouette. Sports bras should be worn at ALL times. Dancers must be in the appropriate and required practice wear, which will be purchased at the beginning of the season. Should your dancer ruin or lose her practice wear she will be required to purchase new items at her own cost.**
     2. **Athletic shoes will be used for conditioning at practices and dance shoes must be worn during technique and while learning choreography. Every dancer will be required to purchase black jazz booties and will therefore never have an excuse for failing to wear the appropriate footwear.**
     3. **Jewelry such as rings, earrings, nose/belly piercings, watches, and any other accessories are not allowed at practice or performances per WIAA regulations. Hair must be completely off the face and neck in a ponytail or bun. ABSOLUTELY NO LOOSE HAIR! Bangs should be secured with a clip or headband. Dancers with inappropriate hair will be asked to sit out at practice. Failure to wear proper practice attire will result in a non-performance.**
4. **Practice/Performance Absences.**
   * 1. **All excused absences need to be pre-arranged. If a dancer is ill or out of town the coaching staff should be notified immediately. Homework, babysitting, work, and other non-emergency circumstances are not excused absences. Your dancer has made a commitment to their teammates and coaching staff and is expected to be a dedicated member of the team.**
   1. **In the event that a team member cannot attend practice they must:**

* **Contact the coach well in advance. Failure to notify the coach if you are unable to attend practice, activities, or performances will result in a non-performance.**
* **Call your Varsity Leaders and make arrangements to learn formations and choreography before the next practice. Failure to know the routine by the following practice will result in a non-performance.**
* **If your dancer cannot perform due to an absence they should still attend the performances alongside the team in uniform.**
* **Even if a team member has contacted the appropriate persons the coaching staff reserves the right to excuse or not excuse a tardy or absence.**
  + 1. **Absences 2 weeks before a performance, excused or unexcused will result in the dancer not being able to perform that week. Dancers are very busy nowadays and sometimes other activities, schoolwork, and health problems may conflict with dance practices and performances. The coaching staff understands this and your standing as a member of the Pantherettes will not be jeopardized if you miss a performance due to conflicts with another school activity or illness. Schedules will be given months in advance and we ask that when planning family trips or functions that you take the Pantherettes schedule into consideration. Please remember that practices the week of a performance are mandatory!**

1. **Practice Tardies:**
   * 1. **No dancer should arrive late to practice. Dancers should make every effort to arrive ten minutes early. We will start on time with or without you. If you arrive late please enter quietly and wait for a break in practice to join the team. Dancers should NEVER interrupt coaches or leaders while they are giving direction to the team to announce why they were late. If you arrive after warm up please take the time to stretch and warm up your muscles before joining practice.**
     2. **Practices, meetings, and activities will start ON TIME; therefore YOU MUST BE ON TIME. This means arriving early to allow for changing clothes, taking care of any necessary business, socializing, etc. For those same reasons please let your ride know you may be at practice a few minutes after it is scheduled to end.**
     3. **If you know you are going to be late for a legitimate reason (track meet, piano lessons, etc.) please call the coaching staff ahead of time. The earlier you inform the Coach of an absence, the better. Many times practice times or locations may change last minute. You will always be notified in advance and for that reason a tardy because of an “I forgot” is unexcused.**

* **1 unexcused absence = warning.**
* **2 unexcused absences = 1 non-performance.**
* **3 unexcused absences = probation/suspension/or dismissal from the team.**

1. **Leaving Early from Practice:**
   * 1. **If for any reason a team member needs to leave early, the coaching staff must be notified and approve before practice starts. Dancers are expected to attend the entire practice and leaving early should be reserved for special circumstances only.**
2. **Sports and Activities:**
   * 1. **Any team member involved in another sport or activity must attend no fewer than 80% of practices and performances combined for each season. It is VERY DIFFICULT to be involved in everything. Choose your battles wisely.**

**TEAM STANDARDS:**

**A. Travel:  
      All "away" activities will be traveled to and from by bus/car - AS A TEAM. A Request to Depart from Group must be filled out and turned in to the Coach 10 days in advance of travel or request will be denied. The request form must be accompanied by Coach's and administrator's signature/ approval. The parent must sign the release form as well. A Trip Policy Contract must be signed by both students and parents regarding all trip guidelines and procedures. Traveling with the team is mandatory.**

**B. Uniforms:  
      Dancers will be issued a clean uniform in good repair, and it is expected that dancers maintain this state of cleanliness and good repair. Each team member is responsible for their uniform and uniform parts. Clearly mark all of your belongings and carry them in a travel bag.  Some uniforms, props, and poms may remain the property of WHS and should be immaculately taken care of throughout the year. This includes treating any stains and being prepared to perform in a clean, presentable uniform. As such, the uniform should be well cared for in order to ensure that it can be used from year to year. Any other competition uniforms or team clothing purchased by the team member must also be kept in proper condition and be presentable at the time of wearing. On June 1 of every year there will be charges submitted to the ASB fines and fees report. Diplomas will not be issued to any student with outstanding charges. These items must be returned at the end of the dancer's tenure on the team.  Special issued items such as sweatshirts, jerseys, jackets, etc., which the student purchases outright must be treated as uniforms during the dancer's tenure on the team. Dancers are not allowed to let friends, boyfriends, siblings, etc. wear team-issued apparel.**

**C. Attitude:  
       It is expected that every member of Pantherettes have high morals, excellent school attendance, a positive attitude and respect and concern for other students. She/he should be prompt, friendly, responsible, efficient, and enthusiastic. Dancers are expected to act in ways that do not bring disfavor upon the dance program at WHS. Disrespectful, rude, inappropriate, or malicious comments, attire, actions, or behavior will not be tolerated.  Coaching staff is committed to maintaining a safe environment for dancers and participants. The use of illegal substances by a team member (drugs, alcohol, and tobacco) will constitute grounds for expulsion from the group.  
  
       Dancers are expected to be role models for other students and members of the community at ALL times in and out of uniform. Dancers must abide by the WHS Athletic Code and follow the rules and regulations outlined in the Wenatchee School District Student-Athlete Handbook. Dancers are expected to remain good citizens inside as well as outside the dance team setting.**

* **Fraternization is not allowed while in uniform and will result in a non-performance.**
* **NO profanity will be tolerated and will result in a non-performance. Abusive or offensive language is not acceptable.**
* **Additionally, gossiping or any engagement in the spreading of rumors about themselves, another team member, another school mate, other school groups, or coaching staff will be grounds for practice suspension, non-performance, etc. Bullying in any form is NOT TOLERATED!**
* **Inter-team dating will be “frowned” upon by the team and coaching staff.**
* **Fighting, harassment, vandalism, theft, or any other criminal act will not be tolerated and the dancer will be subject to a 15-20 day practice suspension, non-performance, and dismissal from the team.**

**D. Eligibility:**

**Our goal is to have 100% of the dancers perform at 100% of the events, but we realize this can be unrealistic due to school and family commitments. Dancers will be declared ineligible for performances for the following reasons;**

* **Failure to attend practices the week of a performance.**
* **Failure to wear team apparel when required.**
* **Failure to attend team functions or fundraisers.**
* **Unexcused absences from school the day of a performance or trip.**
* **Failure to attend at least three periods of class the day of a performance or trip, provided the remaining periods absent are excused.**
* **Failure to learn the material being performed at the appropriate level required.**
* **Failure to conduct oneself in a manner befitting the Pantherettes Varsity Dance Program.**
* **Declared ineligible due to grades by the Athletic Director.**
* **Declared ineligible due to absences by the Athletic Director.**
* **Declared ineligible by the Athletic Director.**
* **Declared ineligible by coaching staff.**
* **Failure to make payments for your dancer’s individual team fees.**

**\*\*\*\* The Athletic Director and coaching staff have the final and absolute say in determining a dancer’s eligibility for performances and participation.\*\*\*\***

**E. Fundraising:**

**The Wenatchee High School Pantherettes JV Dance Team relies on fundraising to support activities of the team. Without full support from fundraising we could not exist, as we are a non-profit organization. Fundraising IS NOT optional. Every member of the dance team is expected to participate. The team and coaching staff is always open to new and exciting fundraiser ideas. Failure to meet fundraising standards will result in a non-performance. If the student has not met any fundraising standards after the first three fundraisers the student may be dismissed from the team.**

**F. Nutrition:**

**Your body needs fuel to build, maintain and utilize muscle. Please make sure that you are eating 3-5 meals per day and consuming the appropriate level of calories. Some foods, of course, are better than others. In order to achieve our goals as dancers we must be sure to intake nutritional foods that will sustain our bodies. Please be sure you are limiting your dancer’s intake of soda, candy, fast food, and sugary “sports” beverages, and increase their servings of lean meats, fruits, veggies, and of course, WATER. It is important your dancer remain hydrated at practices and performances. During the entire season sugary “sports drinks” will not be allowed at practices. Instead, please send your daughter to practice with a 1 liter bottle of water.**

**\*\*\*\*Please eat a small snack before practice; protein bars, nuts, string cheese, or whole wheat crackers are good choices. Candy bars, chips, pop, and junk food will not give your body the fuel it needs for you to be successful at practice. Please make good choices.\*\*\*\***

**If you or one of your teammates is struggling with food issues please alert the coaching staff. We want strong, healthy dancers!**

**G. Exercise:**

**We do not have enough practice time to get you into shape. In order to prevent painful injuries you must ensure your body is ready for the vigorousness of dance. Dancers are expected to be enrolled in one physical activity such as another dance class, PE, etc. Dancers are also expected to stretch and practice outside of organized team practices. A dancer’s body must be stretched and worked out every single day to build flexibility and the muscles necessary to prevent injury and improve your skills.**

1. **Leaving the WHS Pantherettes JV Dance Team:**

**Any team member who voluntarily resigns from the Pantherettes needs to submit three copies of one letter of resignation to the coaching staff, the Athletic Direction, and the team. In addition the team member who voluntarily resigns must read the resignation letter to the team in person. Any team member that voluntarily leaves and follows the above guidelines may be considered for tryouts the following year. Any team member who is dismissed or chooses to leave the team will receive a “Written Letter of Dismissal,” which will be mailed to the student’s home and the Athletic Director.**

**\*\*\*\*Choosing to leave the team, or being dismissed will require the dancer to pay for all items purchased on her behalf. This can be up to $1300. On June 1st of every year any dancer with outstanding payments will be added to the “Fines and Fees” list and will not be eligible to receive their diploma until these fees are paid in full. You have made a commitment, please make appropriate decisions.\*\*\*\***

**ACADEMICS:**

**HOMEWORK SHOULD BE KEPT UP AND CANNOT BE USED AS AN EXCUSE NOT TO BE AT PRACTICE. AN ABSENCE DUE TO HOMEWORK WILL COUNT AS AN UNEXCUSED ABSENCE.**

**ACADEMICS & ELIGIBILITY PROCESS:**

**Academic eligibility for all high school athletes in the Wenatchee School District will be checked at the end of each semester, the end of each quarter and at approximately the middle of each quarter. Teachers will be expected to submit grades at the end of each of these grading periods and the athletic director will be responsible for determining the eligibility status of each of the athletes. As already mentioned WHS athletes must meet the following standards based on their school’s schedule in order to participate in athletics:**

* **Pass 3 classes in a 4 period class schedule or equivalent credits.**
* **Pass 4 classes in a 5 period class schedule or equivalent credits.**
* **Pass 5 classes in a 6 period class schedule or equivalent credits.**
* **Pass 6 classes in a 7 period class schedule or equivalent credits.**
* **Pass 7 classes in an 8 period class schedule or equivalent credits.**

**For all WHS students, the minimum number of classes they have to be passing is five because we operate on a six period schedule. A student choosing to take more than six classes can still only fail one class, a student choosing to take only five classes must pass all five classes, and a student taking less than five classes will not be eligible unless they are a senior on pace to graduate and enrolled in four classes.**

**Any homeschool, alternative school, running start, or skill center student has to meet the same eligibility requirements as a WHS student based on the schedule of the school they are attending. It is the athlete and the parents of the athlete’s responsibility to supply the necessary academic information to the athletic director. The athletic department will post on their website a schedule showing when each grade check will take place.**

**END OF SEMESTER GRADE CHECKS:**

**In order to be eligible at the start of a new semester a student can only fail one class but must pass a minimum of five classes. A senior on pace to graduate is the only exception to the rule in that they can take four classes but must pass all four.**

**CONSEQUENCES:**

**A student that did not pass the required number of classes the previous semester is on academic suspension for five weeks. For high school students this period is through the fourth Saturday in September for the spring semester carry over and the first five weeks of the winter term for the fall semester carry over. This is a WIAA rule and is set and non-negotiable. In order for a student to regain eligibility after the suspension period, the student must take a grade card around on Monday after the conclusion of the suspension to have his/her teachers fill it out. If he/she is now parsing the required number of classes they are eligible until the next grade check. If the student does not meet the eligibility requirements they will remain on the list until the following Monday and the process repeats itself.**

**MID-QUARTER & END OF QUARTER CHECKS:**

**Mid-quarter and end of quarter checks are just like semester checks with the exception that the five week rule does not apply. Please not that grade cards must be turned in no later than Tuesday of the week they are due. Late grade cards will not be accepted. Period.**

**RUNING START STUDENTS:**

**All running start students need to meet the same requirements for eligibility as WHS students. They need to be enrolled and passing the equivalent of a minimum of 5 high school credits either through the college or a combination of college and high school classes. At each grade check running start students must provide the athletic department with a grade report from the college. This can be a print out through their online account or a grade card signed by their professors. This is the student’s responsibility to take care of or they will be considered ineligible until it is turned in. Please see the website for the dates of each grade check.**

**ELIGIBILITY CHECK DATES for 2016-2017:**

* **September 29, 2016**
* **October 31, 2016**
* **December 7, 2016**
* **SEMESTER CHECK – January 26, 2017 (out five weeks if not passing)**
* **February 28, 2017**
* **March 31, 2017**
* **May 9, 2017**
* **SEMESTER CHECK – June 9, 2017 (out five weeks if not passing)**

**PANTHERETTE POLICY FOR FAILING TO COMPLY WITH ATHLETIC CODE REGARDING GRADES: *Should your dancer fail a grade check the consequences are below.***

* **1st offense: Warning from coach**
* **2nd offense: Letter home and non-performance**
* **3rd offense: suspension and possible dismissal from team.**

**WENATCHEE HIGH SCHOOL PANTHERETTE TRIP POLICY  
  
1.  There shall be NO DATING, pre-arranged or incidental in uniform.  
(No Fraternization!!)  
  
2.  Team members must remain in groups of two or more.  No one shall  
ever be alone.  
  
3.  No member may ride in any vehicle, public or private, unless  
authorized by the accompanying chaperones.  
  
4.  On overnight trips, there shall be a curfew, which will be rigidly  
enforced.  That curfew time will be determined by the nature of the  
event.  
  
5.  Any team member traveling with the Pantherettes shall travel to and  
from the activity or event in the same conveyance unless special  
arrangements at the written request of the parent or guardian have  
been made in advance with the Coach. Requests will only be accepted if dancer is planning to stay overnight in the area of the competition. Otherwise everyone rides home together on the bus as at team.**

**6.  If a team member should miss the departure time for a planned  
trip, she/he would not be allowed to join the group at a later  
destination once the team has left the departure area unless  
accompanied by a parent or guardian.  
  
7.  No team member shall indulge in drinking intoxicants, smoking  
tobacco or any other substance using narcotics and/or other controlled  
substances, or be in the company of persons who are engaged in such  
activities.  
  
8.  Every team member is reminded that as a member of the Pantherettes  
that she/he is representing not only our school and community, but  
also home, friends, and family and should conduct themselves  
accordingly at all times.  
  
9.  Any team member who does not comply with the above rules will be  
subject to non-performances, suspension from practices, and/or  
dismissal from Pantherettes. In addition, there will be an immediate  
notification of parents (and in cases of field trips…an immediate trip  
home at the parents' expense.)  Degree of misconduct will be  
determined by the coach and chaperones.**

**Pantherettes Candidate Agreement & Contract:**

**As a WHS JV Dancer I agree to abide by the following:**

1. **Have punctual attendance at all practices, performances and activities.**
2. **Cooperate with student leaders and coaching staff.**
3. **Practice at home nightly.**
4. **Stretch at home nightly.**
5. **Participate in all fundraising events.**
6. **Know and follow the Constitution, Code of Conduct Regulations, Attendance Policy and Standards of the Pantherettes, as well as the Wenatchee School District Athletic Code.**
7. **Learn all material, positions, formations, choreography and  
   meeting information in the event of an excused absence from practice.**
8. **Ride the provided and/or approved transportation to all activities.**
9. **Maintain grades as outlined by the Athletic Student Handbook.**
10. **Keep my uniforms, costumes and props clean and in perfect order at all times.  Report any damage of props or uniforms to the coach.**
11. **Think ahead before participating in questionable activities, taking on a new club, activity, sport or job, and acquiring any body piercing or tattoos.**
12. **Wear the required costumes and make-up for each performance. Should my skin be sensitive to cosmetics, I am responsible for purchasing my own make-up, comparable to that of the team and maintaining it myself.**
13. **Recognize that I am subject to non-performances, suspension from practices, and/or dismissal for being negligent of any of the above rules and expectations stated anywhere in the Pantherettes Handbook.**

**I agree to follow the regulations outlined in the Pantherette Handbook, Pantherette Code of Conduct, and the WHS Student Athlete Handbook. Should I fail to follow through with any of the regulations outlined within I will face consequences up to and including immediate dismissal from the Pantherettes JV Dance Team.**

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**Student Signature Date**

**I agree to follow the regulations outlined in the Pantherette Handbook, Pantherette Code of Conduct, and the WHS Student Athlete Handbook. Should I fail to follow through with any of the regulations outlined within I will face consequences up to and including immediate dismissal from the Pantherettes JV Dance Team.**

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**Parent Signature Date**