



## Cheerleading and Dance Rulebook

---



*Revised December, 2017*



### **NORD Administration**

Victor Richard, NORD Chief Executive Officer  
Shonnda R. Smith, NORD Chief Program Officer  
Maya Wyche, Chief Operations Officer  
Karla Rivera, Chief of Staff

### **NORD Athletics Team**

Steven B. Martin, Athletic Director  
Steven George, District Manager, Downtown  
Anthony L. Roman, Sr., District Manager, Lakeshore  
David Jenkins, District Manager, Westbank  
Yolanda Brown, District Manager, Uptown  
Aeisha Kelly, FitNOLA Coordinator  
Sam Cook, Recreation Activities Coordinator, Athletics  
Charelle Mack, Athletics Administrative Assistant

### **NORD Board of Commissioners**

Mayor Mitchell J. Landrieu  
Andy Kopplin - Chief Administrative Officer  
Ava Rogers - Deputy CAO of Operations  
James Austin Gray II - New Orleans City Councilmember  
Kelly Brown - New Orleans City Planning Commission  
Louis Lauricella - New Orleans Recreation Development Foundation  
Nolan Marshall Jr. - Orleans Parish School Board  
Dana Peterson - Recovery School District  
Corinne "Rini" Marcus, NORD Vice-Chair - City Council District A  
Bivian "Sonny" Lee. III - City Council District B  
Theodore Sanders - City Council District C  
Judge Byron C. Williams - City Council District D (Chairperson)  
Brian Egana - City Council District E

### **NORD Contact Information**

5420 Franklin Ave  
New Orleans, Louisiana 70122  
504-658-3000 – Main Office  
504-658-3050 – Fax  
[www.nordc.org](http://www.nordc.org)



## Table of Contents

Cheerleading and Dance Rulebook.....	1
Key Dates & Deadlines .....	7
<i>Program Focus &amp; Overview .....</i>	<i>9</i>
CODE OF CONDUCT .....	10
SUBSTANCE ABUSE .....	10
INAPPROPRIATE BEHAVIOR.....	10
NOTICE OF CRIMINAL PROCEEDINGS.....	10
GOOD SPORTSMANSHIP .....	10
COMMUNITY RELATIONS .....	11
ORGANIZATION .....	11
<i>Programmatic Philosophy, Objectives and Eligibility .....</i>	<i>12</i>
SECTION 1: AGE RESTRICTIONS.....	13
SECTION 2: NORD CONFERENCE & ATHLETIC DISTRICTS.....	13
2.1 NORD Conference Districts.....	13
2.2 NORD Athletic Districts Boundaries.....	13
3.1 Dual Participation.....	14
3.2 Player Participation Rule .....	14
SECTION 4: ELIGIBILITY, RESIDENCY & DUAL PARTICIPATION VIOLATIONS.....	15
<i>General Sports Policies &amp; Procedures .....</i>	<i>16</i>
SECTION 5: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS.....	17
5.1 Scheduling .....	17
5.2 Protests .....	17
5.3 Forfeitures.....	17
5.4 Suspensions .....	17
5.5 Team Rosters .....	17



5.6 Coaching Staff Roles & Responsibilities .....	18
SECTION 6: RECORD-KEEPING.....	20
SECTION 7: TIEBREAKERS.....	20
<i>Cheerleading Rules and Regulations .....</i>	<i>21</i>
SECTION 5: GENERAL RULES .....	22
5.1 Practice Regulations .....	22
5.2 Sideline Regulations .....	22
SECTION 6: CHEERLEADING SHOWCASE .....	22
6.1 General Guidelines .....	22
6.2 Music .....	23
6.6 Showcase Area.....	24
6.7 Safety/General Showcase Violations .....	24
6.8 Choreography/Outfitting Violations .....	24
SECTION 7: AMERICAN ASSOCIATION OF CHEERLEADING COACHES AND ADMINISTRATORS (AACCA) SAFETY RULES.....	24
7.1 General Guidelines .....	24
7.2 Tumbling and Jumps .....	25
SECTION 8: KEY COACHING COMPONENTS.....	26
8.1 Squad Meeting .....	26
8.2 Warm-up.....	26
8.3 Conditioning and strength training .....	26
8.4 Stretching.....	27
8.5 Drills .....	27
8.6 Chant/Cheer/Dance Review .....	27
8.7 Showcase Routine Review .....	27
8.8 Upcoming Game Plan.....	28
8.10 Team Bonding.....	28
8.11 Wrap-up and Review .....	28
SECTION 9: EXERCISE DRILLS .....	29
9.1 Sit-ups .....	29
9.2 Crunches.....	29



9.3 Slide Crunches .....	29
9.4 Toe Touch/Pike Sit-ups .....	29
9.5 Leg Lifts .....	29
<i>Dance Team Rules and Regulations</i> .....	30
SECTION 10: GENERAL RULES .....	31
10.1 Practice Regulations .....	31
10.2 Wrap-up and Review .....	31
10.3 Scheduling/ Plan.....	31
SECTION 11: KEY COACHING COMPONENTS .....	32
11.1 Team Meeting .....	32
11.2 Warm-up .....	32
11.3 Conditioning and strength training .....	32
11.4 Stretching.....	32
11.5 Core and Strength.....	33
<i>GENERAL SAFETY GUIDELINES</i> .....	33
SECTION 12: DANCE SHOWCASE .....	34
12.1 General Guidelines.....	34
12.2 Music .....	35
12.3 Showcase Area.....	35
12.4 Choreography/Outfitting Violations .....	35
<i>SPORTSMANSHIP</i> .....	36
<i>INTERRUPTION OF PERFORMANCE</i> .....	36
<i>INTERPRETATIONS AND / OR RULINGS</i> .....	37
<i>DISQUALIFICATION</i> .....	37
<i>SHOWCASE PARTICIPANT GUIDELINES</i> .....	37
<i>PROPS</i> .....	37
<i>TEAM PARTICIPANTS</i> .....	38
<i>ROUTINE RULES AND GUIDELINES</i> .....	38
<i>Safety Policies</i> .....	40
SECTION 13: FLEXIBILITY & STRETCHING .....	41
13.1 Static stretching.....	41



13.2 Ballistic Stretching .....	41
13.3 Stretching Recommendations .....	41
SECTION 14: CONDITIONING & PRACTICES .....	41
All teams are required to use a practice plan and maintain a copy during all practices.....	41
14.1 Preparation .....	41
14.2 Conditioning .....	41
14.3 Practice Structure/Scheduling .....	42
<i>First Aid &amp; Emergency Policies</i> .....	43
SECTION 15: FIRST AID .....	44
SECTION 16: EMERGENCIES .....	44
16.1 Heat Related Illnesses .....	44
16.2 Physical Injuries .....	45
11.3 General Muscles, Bone & Joint Care .....	46
16.4 Safety Precautions .....	47
<i>Concussion Protocol</i> .....	48
SECTION 17: SIGNS AND SYMPTOMS .....	49
SECTION 18: ACTION PLAN .....	49
APPENDIX 1: Battery of A School or Recreation Athletic Contest Official.....	51
Appendix 2: Coaches Code of Conduct.....	51
Appendix 3: Parent Code of Conduct.....	54



## Key Dates & Deadlines



### Key Dates & Deadlines

August 27, 2017	Final day for cheerleading registration
August 29, 2017	UCA Cheerleading Clinic
September 9, 2017	NORD Cheerleading Season Begins
September 28, 2017	Last day for cheer roster add-ons.
October 19, 2017	Cheer Showcase practice begins
October 22, 2017	Cheer Showcase rosters by age group are due to the NORD Office
October 31, 2017	Cheer Showcase Lineup/Music (CD & MP3 format) submission deadline
November 10, 2017	Cheerleading Showcase
November 11, 2017	Division II Football Showcase
November 18, 2017	Division I Football Showcase and Parade of Champions
TBD	Universal Dance Association Clinic
November 13, 2017	Last day for dance roster add-ons
February 16, 2018	Cheer Showcase Lineup/Music (CD & MP3 format) submission deadline
March 2, 2018	Dance Showcase





## *Program Focus & Overview*

---



## **CODE OF CONDUCT**

The New Orleans Recreation Development Commission (NORD) encourages citizens in the New Orleans community to become volunteers on playgrounds and in all of our recreational programs. The safety and security of our participants is our foremost concern. It is the responsibility of NORD to ensure that our facilities are safe play areas for children and completely free from any form of abuse or inappropriate behavior. We encourage good sportsmanship, fun, and personal improvement over an atmosphere of fierce competition.

For the above stated reasons, all volunteers must comply with appropriate Codes of Conduct as described below. All volunteers must submit a background check from the New Orleans Police Department. Background checks will be valid for a period of one (1) year and will need to be resubmitted following that period. All applications are subject to screening by the New Orleans Police Department.

## **SUBSTANCE ABUSE**

Substance abuse is strictly prohibited on all NORD facilities and during the management of any NORD programs. Any volunteers who participate in the unlawful manufacturing, use, sale, purchase, transfer or possession of illegal substances while involved with NORD will be turned in to the police department and prosecuted to the fullest extent of the law. NORD volunteers are not allowed to drink alcohol at any NORD facilities while volunteering.

## **INAPPROPRIATE BEHAVIOR**

All volunteers are strictly prohibited from any inappropriate behavior, including, but not limited to, that which could be construed as physical (paddling), emotional (name calling), verbal (profanity) or sexual abuse/harassment (inappropriate touching).

## **NOTICE OF CRIMINAL PROCEEDINGS**

Any volunteer who is arrested or otherwise charged with committing a criminal offense, other than a minor traffic violation, must notify their NORD supervisor immediately. Failure to give prompt and proper notice may constitute grounds for dismissal.

## **GOOD SPORTSMANSHIP**

Volunteers will promote good sportsmanship, team play, personal improvement, leadership skills and ongoing involvement in recreational activities. Any volunteer that does not display good sportsmanship will be dismissed from all NORD programs and relieved of all volunteer coaching duties. Examples of poor sportsmanship include, but are not limited to, ridiculing of officials, opposing teams or coaches, and use of profanity.



## COMMUNITY RELATIONS

Volunteers will display a positive image of NORD at all times. All interactions with NORD staff, participants, other volunteers, parents, the media, and members of the community should be based on mutual respect.

## ORGANIZATION

- All teams and coaches participating in sanctioned leagues will be under the supervision of NORD and its staff.
- NORD uses the Louisiana High School Athletic Association and the National Federation of High School playing rules for this program except where applicable within each sports' individual rules handbook.
- All coaches are REQUIRED to complete all NORD designated clinics.
- All coaches are required to submit to a background check.
- All home game sites will be responsible for having a first aid kit on the sidelines during all games and AED on site.
- Each team is responsible for having water available to their team players at all times.
- It is the Site Facilitator's responsibility to see that the above rules are **STRICTLY** enforced.



## *Programmatic Philosophy, Objectives and Eligibility*

---



The competitive balance and integrity of our program are maintained by strict adherence to the following eligibility criteria. Coaches and supervisory personnel must make every effort to assure that players and their parents are aware and are in compliance with these criteria. Failure to do so may result in teammates being exposed to games lost due to forfeiture.

## SECTION 1: AGE RESTRICTIONS

Participants must play in their correct age classification as specified within the rules and regulations below. Each sport dictates its own age restrictions and age divisions, which may vary from sport-to-sport. Age restrictions are as follows, based upon the current year. Additionally, **the players cannot reach 7, 9, 11, 13 and 15 years of age by the dates listed below for the current calendar year:**

- Tackle Football – September 1
- Cheer – September 1
- Basketball – December 31
- Dance – December 31
- Track & Field – December 31
- Baseball/Softball – May 1
- Volleyball – October 1
- Flag Football – September 1

## SECTION 2: NORD CONFERENCE & ATHLETIC DISTRICTS

### 2.1 NORD Conference Districts

The NORD Conference districts shall be divided as follows:

- EAST - NORD Downtown District and NORD Lakeshore District
- WEST- NORD Uptown and Algiers Districts

### 2.2 NORD Athletic Districts Boundaries

#### *Lakeshore District*

Beginning at Lake Pontchartrain and the Jefferson Parish Line, South on the Jefferson Parish Line to the Southern Railroad tracks north of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to Interstate 610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. East along the St. Bernard Parish line to the Rigolets. West through the Rigolets and Lake Pontchartrain to the Jefferson Parish line.



#### *Downtown District*

Beginning at the Mississippi River and Pontchartrain Expressway, North along the Pontchartrain Expressway to City Park Avenue. East along City Park Avenue to Wisner Boulevard. North along Wisner Boulevard to I-610. East along I-610 and I-10 to the Industrial Canal. South along the Industrial Canal to the Mississippi River Gulf outlet. East along the Mississippi River Gulf outlet to the St. Bernard Parish line. West along the St. Bernard Parish line to the Mississippi River. West along the Mississippi River to the Pontchartrain Expressway.

#### *Uptown District*

Beginning at the Mississippi River and the Jefferson Parish line, North along the Jefferson Parish line to the Southern Railroad tracks, North of Marguerite Street. East along the Southern Railroad tracks to the Pontchartrain Expressway. South along the Pontchartrain Expressway to the Mississippi River to the Jefferson Parish line.

#### *Algiers District*

All of Orleans Parish on the westbank of the Mississippi River.

### **SECTION 3: RESIDENCY & DUAL PARTICIPATION**

All participating players shall reside within Orleans Parish

#### **3.1 Dual Participation**

- Participants may not simultaneously play NORD and LHSAA Senior High School varsity sports in cases where the seasons overlap.
- NORD prohibits dual participation in its own programs. Dual participation with other teams, not affiliated with NORD or LHSAA, is permissible.

#### **3.2 Player Participation Rule**

Upon entering the NORD Athletic program (irrespective of age), participants may compete at the park or playground of his or her choosing and in any geographic location. This becomes the participant's 'home park.' Thereafter, players must complete a transfer request to move from one park to another. Transfers will be granted at the Athletic Director's discretion for the following (including, but not limited to):

- Domicile change
- No team offered in child's age at current playground
- Health and safety concerns for child and/or parent
- Park or playground discontinued program after season began
- Parental custody change



#### **SECTION 4: ELIGIBILITY, RESIDENCY & DUAL PARTICIPATION VIOLATIONS**

Any challenges of the eligibility credentials of a participant will be fully investigated by NORD prior to assessment of penalties. Participants will be required to produce documentation to support their eligibility status.

- Verified violators, identified by means of protest as outlined in these regulations, or any other means of identification, may result in immediate expulsion from the program.
- Violators are subject to suspension for the remainder of the year plus one (1) additional NORD youth athletic program.

When a player is declared ineligible by the NORD Disciplinary Committee or the NORD Athletic Director, the following actions may occur:

- The disqualified player's team shall forfeit all games in which the disqualified player's name appeared on the team weigh-in sheet.
- The disqualified player shall remain ineligible for the next calendar year.
- The head coach shall also appear before the NORD Disciplinary Committee for a hearing, and after the committee determines the coach's involvement, the head coach may be suspended for one (1) year, with no further coaching responsibilities.



## ***General Sports Policies & Procedures***

---





## SECTION 5: SCHEDULES, PROTESTS, FORFEITURES & SUSPENSIONS

### 5.1 Scheduling

There will be no changes to the regular schedule of games, except for extreme emergencies, weather conditions, or if deemed necessary by the Athletic Director.

### 5.2 Protests

Protests for the current season must be submitted in writing by the Head Coach to the Site Facilitator within 24 hours of the game being protested. After review and verification, the Site Facilitator submits the recommended protest in writing to the respective District Manager. The grounds for protest include the following:

- Eligibility of Opposing Team's Players and Coaches;
- Residence outside of Orleans Parish;
- Validity of player identification; and
- Dual participation.

**\*\*NOTE:** The burden of proof, once team rosters have been accepted, will be on the protesting party. If proven to have ineligible player(s), appropriate penalty will apply.

All validated protests will be reviewed by the appropriate sports rules committee and a decision will be rendered within five (5) business days from receipt of the protest. All protests must be submitted one (1) week prior to the final match of the regular season.

**Officials' judgment calls may not be protested under any circumstances. Protests that cite officials' calls will be denied without further consideration.**

### 5.3 Forfeitures

- Teams that fail to be at the game site and ready to be checked by game time, shall forfeit.
- Teams that fail to comply with pre-game check in times could be subject to forfeiture of game.
- Forfeiture determinations can only be declared by the Head Official.

### 5.4 Suspensions

Games suspended for weather conditions may be resumed at a later date from the point at which it was suspended, if deemed necessary by the Head Official.

### 5.5 Team Rosters

The official team roster is a vital document that allows NORD to verify the credentials of players at game sites. The official team roster will be distributed by NORD.

- **Roster minimums and maximums are as follows:**
  - Tackle Football: 35 maximum; 15 minimum
  - Basketball: 15 maximum; 7 minimum



- Track & Field: 1 participant
  - Baseball: 18 maximum; 12 minimum
  - Softball: 18 maximum; 9 minimum
  - Flag Football: 10 maximum; 5 minimum
  - Cheer/Dance: 1
  - If a player is denied participation because of roster limitations, that player may choose to play at another available park.
  - There will be a five (5) business day waiting period there will be a five business day waiting period from the date an add-on is submitted to the date they are allowed to participate in a game. This policy refers to transfers, as well as new players. This is designated to allow student athletes to gain necessary training and instruction before being placed in game-time situations.
  - Each team shall come to each league game and city-wide tournament game with that sport's a minimum number of players. Those minimums are:
    - Tackle Football: 14
    - Basketball: 5
    - Volleyball: 6
    - Baseball/ Softball: 8
    - Flag Football: 4
    - Cheer/Dance: 1
    - Track & Field: 1
  - When a team starts a league game or a city-wide tournament game with less than the minimum number of players, that team shall register a forfeit for that game.
  - Every player certified on the lineup sheet must play. If a violation occurs, the team will forfeit that game.
  - **If a team forfeits two (2) league games for any reason, then that team shall be out of the league for the remaining current league year.**
  - All coaches' names must appear on all rosters.
  - Duplicate numbers on player uniforms are STRICTLY PROHIBITED; each player must have a distinct jersey number.
  - After NORD rosters are distributed, transfer from roster to roster will only be allowed only if a team folds and up until 50% of all games have been played.
- \*\*NOTE:** In cases of personal emergencies and/or where necessary for maintaining a competitive balance, the NORD Athletic Director reserves the right to consider roster transfers after 50% of games have been played.

## 5.6 Coaching Staff Roles & Responsibilities

- Any and all coaching staff is required to give consent for NORD to conduct a background check. The background check includes but is not limited to sex offender registries maintained by the



Louisiana State Police, child abuse and criminal history records. The appointment of a volunteer is conditional upon receiving no inappropriate information on the background check.

- Coaches and Site Facilitators are responsible for knowing and abiding by all the policies, procedures, rules, and regulations outlined in this manual, where applicable.
- Coaches are required to attend the NORD rules and skills clinic. Any coach failing to attend rules clinic meetings or subsequent make-up clinic will not be allowed to coach. **NO EXCEPTIONS. ANY INDIVIDUAL WHO APPEARS ON THE SIDELINES WHO HAS NOT COMPLETED ALL COACHES REQUIREMENTS WILL CAUSE THE GAME TO RESULT IN THEIR TEAM'S FORFEIT**
- All coaches are expected to set a positive example, especially in their behavior and sportsmanship, to their team. The use of PROFANITY is **STRICTLY PROHIBITED** AT ALL TIMES.
- Ridicule or harassment of officials by coaches or members of his team, the opposing team, or otherwise, will not be tolerated.
- Coaches are required to keep their respective team on the track, court or field during a game. If any coaches remove their team during the game, they will be subject to dismissal by NORD.
- NORD coaches are not allowed to serve as officials in games within the same class or division as their team.
- Coaches must have a copy of emergency contacts and physicals at all games.
- Coaches ejected from a game are required to immediately leave the facility, are suspended from their team's next game, and may not attend the game from which they are suspended. If a suspended coach returns to the facility after the game and engages in unsportsmanlike conduct such as confronting a game official, the suspended coach shall be subject to further disciplinary action.
- All head coaches are responsible for ensuring that only members of the coaching staff are on the bench or sideline. The maximum number of coaches allowed per team is as follows:
  - Tackle Football – 5 (one head coach; four assistant coaches)
  - Basketball – 3 (one head coach; two assistants)
  - Track & Field – 5 (one head coach; four event coaches)
  - Cheer/Dance – 5 (one head coach; four position coaches)
  - Baseball/Softball – 3 (one head coach; two assistants)
  - Flag Football – 3 (one head coach; two assistants)
  - Volleyball – 3 (one head coach; two assistants)

Upon request, each team is allowed to have one (1) video camera on the sideline and must be kept within the official area, as dictated by the officials. All requests for video cameras must be submitted in writing to the Recreation Activities Coordinator no less than five (5) days prior to



the requested game, and must be approved in writing. Videographer credentials will be distributed prior to the game, if approved. These credentials may be revoked at any time.

## **SECTION 6: RECORD-KEEPING**

All forfeits shall be recorded in the official record book as defined below with an asterisk denoting that the game was a forfeit.

- Baseball 9-0
- Basketball 2-0
- Football 1-0
- Softball 7-0
- Volleyball 3-0

## **SECTION 7: TIEBREAKERS**

In the event of a tie, (2 teams from the same division having the same record) ties will be broken in the following manner, in order:

- a. Head to Head Win – Will always break a tie. If two teams have the same record, but they played each other in the regular season the winning team will advance.
- b. Record against team with the best record.
- c. Record against team with the second best record.
- d. Record against team with the third best record.
- e. Record against team with the fourth best record.
- f. Coin toss.



## ***Cheerleading Rules and Regulations***



## SECTION 8: GENERAL RULES

### 8.1 Practice Regulations

- Individual coaches may modify the practice schedules for their squads as needed with no more than ten (8) hours a week of practice. Cheerleaders and parents should be notified as soon as schedules have been determined.
- Water breaks must occur every hour for at least (10) minutes during practice.
- Practice sessions can be no longer than two (2) hours. No practices may be held past 8:00pm during the week.
- All coaches are required to fill out a volunteer form that includes a background check, attend a mandatory cheer coaches' clinic, and complete AACCA Spirit Safety course and Safe Sport course. A coach that has not met the requirements will not be allowed to coach cheerleading or dance for the 2017-2018 season.
- Cheerleaders and dancers must arrive to practice on time.
- All practices must start with twenty (20) minutes of warm ups as these are necessary to avoid injury.
- Participants must be dressed in proper practice attire. Such as: support sneakers, sweat pants, shorts, & t-shirts. Sweatshirts, pants, sweater or jackets may be worn when necessary. No gum or jewelry is allowed.
- Nails must be active length.
- Cheerleaders and dancers must be picked up promptly at the end of practice.
- Siblings should not attend practice unless accompanied by a parent to ensure that siblings do not interfere with practice sessions, should this occur, the NORD participant may be asked to leave.
- All coaches are required to be in uniform when their squad performs.

### 8.2 Sideline Regulations

Cheerleaders and dancers will sit out for the following reasons:

- Incomplete Uniforms – The required uniform may consist of the following: shirt, skirt, socks, bloomers, regulation sneakers, and hair ribbons. Pom-poms or proper leg wear: leggings, flannel pants, or stockings. (Other accessories are the discretion of the coaches at each park.)
- Safety violations – Gum chewing, nail polish, nails not at an active length, hair not pulled back, jewelry.

## SECTION 9: CHEERLEADING SHOWCASE

### 9.1 General Guidelines

- Park Participation in the Cheer Showcase must be confirmed by October 24, 2017.
- Park participation in the Dance Showcase must be confirmed by February 24, 2018.



- All squads must be in attendance at 6:00pm for the Cheerleading Showcase, ***including squads who are not participating in the Showcase.***
- The line-up and spirit sections will be determined by a random drawing of numbers.
- The routine time requirement is **three (3) minutes (this includes the cheer, chant and dance).**
- No squad shall go over the time limit.
- The requirements are: cheer, chant, and dance routine.
- One or all of these skills must be incorporated in the cheer and 2 or more in the dance routine: forward roll, executed jump, split, or cartwheel.
- The squad can be a combination of all ages or squads that participate with that particular park (boys/ girls can participate in an age group above his/ her bracket but not below).
- All girls/boys on the squad are required to attend and participate in the scheduled Showcase.
- All squads will compete by parks and be judged on the same level of skill.
- Each child can only participate in one age group classification during the Showcase.
  - For example, if a child competes in the Pee Wee she/he cannot compete in the Junior Varsity or Varsity age group.
- A Team Roster Form will be sent to all coaches participating in the NORD Cheer Program.
- One roster must be completed per team, should include each participant's name, age, and birth date, must be signed and dated by the coach and given to NORD Cheer Coordinator.
- The Team Roster Form will be reconciled against the Official RecTrac Roster to ensure all members are officially registered.
- All squads must have a roster with an accurate count of participating cheerleaders, due on October 24, 2017. Failure to submit your Showcase roster will result in the park being ineligible for the Showcase.
- Coaches will also be required to complete the cheerleading Showcase application, the medical waiver and publicity release form if they are attending the cheerleading Showcase.
- **ANY INDIVIDUAL WHO APPEARS ON THE COURT DURING SHOWCASE WHO HAS NOT COMPLETED ALL COACHES REQUIREMENTS WILL CAUSE THEIR SQUAD TO BE DISQUALIFIED.**

NORD reserves the right to assess a penalty, disqualify, and reclaim any and all awards from any team found to be in violation of the eligibility policy, whether before, during or after the event.

## 9.2 Music

- Each squad is allowed to select their music for the cheer Showcase.
- Music must be submitted to the NORD office for review, on or before November 2, 2017 at 6:30 pm. Failure to submit music on time will result in an automatic score of zero (0) points on the dance portion and the team able to only participate in the cheer and chant.
- Music must not contain any profanity or vulgar language.
- No points will be awarded for dance if there are words unsuitable for family listening, which includes, but is not limited to, expletives, and connotations of any type sexual act or behavior, drugs, mention of specific parts of the body and/or violent acts or behavior in the music.
- Removing improper language or words from a song and replacing with sound effects or other words constitutes inappropriate, and deductions will be made accordingly.



- Any music in which the appropriateness is questionable or with which uncertainty exists should be submitted to NORD by a coach to the park supervisor for approval.
- 

### 9.3 Showcase Area

- Participants may stand or enter outside the Showcase area.
- Showcases comply with the American Association of Cheerleading Coaches and Administrators (AACCA) surface ruling that recreational based programs may not compete on a spring floor.
- Pom-poms, signs, flags, megaphones, and/or banners may be placed or dropped outside Showcase area by a team member.
- Teams may not set up props in advance of any category.
- There should not be any organized exits or other activities after the official ending of the routine.

### 9.4 Safety/General Showcase Violations

Please read and study the AACCA Safety guidelines section to ensure your team does not have any safety violations. NORD reserves the right to make decisions on any violations not covered.

### 9.5 Choreography/Outfitting Violations

All facets of performance or routine, including choreography, music selection and outfitting (cheerleading), should be suitable for family viewing and listening.

1. Uniforms for all team types should be appropriate for the age of the participants performing the routine.
2. All squads must be uniform. This includes top, bottom, shoes, socks and bows.
3. Outfitting for cheerleading performances should follow traditional dress standards.
4. Coaches may be penalized for vulgar or suggestive choreography, which includes, but is not limited to, movements such as hip thrusting and inappropriate touching, gestures, hand movements and lapping, positioning of body parts and positioning to one another.
5. Any uniform or music in which the appropriateness is questionable or with which uncertainty exists should be submitted to NORD for approval.

## SECTION 10: AMERICAN ASSOCIATION OF CHEERLEADING COACHES AND ADMINISTRATORS (AACCA) SAFETY RULES

### 10.1 General Guidelines

- Cheerleading squads should be placed under the direction of a qualified and knowledgeable advisor or coach.
- All practice sessions should be supervised by the coach and held in a location suitable for the activities of cheerleaders.
- Advisors/Coaches should recognize a squad's particular ability level and should limit the squad's activities accordingly. "Ability Level" refers to the squad's talents as a whole and individuals should not be pressed to perform activities until safely perfected.





- All cheerleaders should receive proper training before attempting any form of cheerleading gymnastics (tumbling, partner stunts, pyramids, and jumps).
- Professional training in proper spotting techniques should be mandatory for all squads.
- All cheerleading squads should adopt a comprehensive conditioning and strength building program.
- Jewelry of any kind is prohibited. Religious medals and medical medals are not considered to be jewelry. A medical alert medal must be taped and may be visible.
- An appropriate warm-up routine should precede all cheerleading activities.
- Prior to the performance of any skill, the immediate environment for the activity should be taken into consideration including, but not limited to, proximity of non-squad personnel, performance surface, lighting and/or precipitation.
- Technical skills such as tumbling, partner stunts, pyramids and jumps should not be performed on concrete, asphalt, wet or uneven surfaces or surfaces with obstructions.
- As a general rule, all programs should qualify cheerleaders accordingly to accept teaching progressions. Appropriate spotting should be used until all performers demonstrate mastery of the skill.
- Supports, braces, etc., which are hard and unyielding or have rough edges or surfaces must be appropriately covered. A participant wearing a cast (excluding a properly covered air cast) shall not be involved in a stunts, pyramids, tosses or tumbling.
- Squad members must wear athletic shoes (no gymnastics slippers).
- When discarding props (signs, etc.) that are made of solid material or have sharp edges/corners, team must gently place the props down so that they are under control.
- Standing Tumbling is limited to a standing single back handspring.
- Standing back handspring series and jump/back handspring combinations are not allowed. Standing tucks are not allowed.
- Running Tumbling is limited to front and back handspring series. Flips and aerials are not allowed (no tucks).
- Single leg stunts may not be held or pass through an extended position (No extended liberties).
- Twisting transitions are limited to a ½ twist by the top person (full ups are not allowed).
- Pyramids and Extended one leg stunts must be braced by at least one person at prep level or below. Connection must be made prior to excluding single leg stunt and must be made at prep level or below. Any time a top person is released by the bases and braced by other top persons, they may not perform any skill during transition and must land in a cradle.
- The only dismounts allowed are straight pop downs, basic straight cradles and ¼ turns.
- When using tosses, the only body position allowed is a straight ride.

## 10.2 Tumbling and Jumps

- Dive rolls, flips, and twist greater than one rotation are prohibited.
- Participants may not tumble over, under, or through partner stunts or pyramid.
- Participants may not tumble over a prop including pom-poms.
- Participants may not land in partner stunt or in a catching position from an aerial tumbling skill. (Example: A back flip from a tumbling pass into a cradle is prohibited, however, rebounding from a back handspring into a cradle is allowed.)



- Landings for all jumps including knee drops must bear weight on at least one foot.
- Any type of hurdle position or the position with both feet back is prohibited with the exception of a “Z” sit.
- Airborne drops to a prone position on the performing surface are illegal.

## SECTION 11: KEY COACHING COMPONENTS

An effective practice contains the following components:

### 11.1 Squad Meeting

- Start off practice with a five (5) to fifteen (15) minute overview of what needs to be accomplished.
- Detail the timeline for each part of practice.
- Evaluate past game plans, review and critique films from past games or Showcases, open the floor for suggestions, and discuss the character count of the week and how it applies to cheerleading.

### 11.2 Warm-up

- Cheerleaders need to elevate their body temperature to promote blood flow and prepare the body to work.
- Warming up allows the muscles to contract and relax more efficiently which will help to reduce injuries and soreness.
- It will also increase range of motion through the joints.
- Use any movement that involves large muscles.

### 11.3 Conditioning and strength training

- Cheerleaders must engage in a special and continuous conditioning program to prepare and maintain a high level of fitness.
- These general calisthenics include a variety of exercises aimed at developing coordination, improve body awareness and alignment, strengthen muscles, increase metabolism, and strengthen hearts and lungs.
- Delegate a couple of cheerleaders as “conditioning trainers” to lead the team through a combination of conditioning and strengthening exercises specific to cheerleading.
- Conduct these exercises for twenty (20) minutes without a break in between to create an aerobic workout.
- Mix up the exercise routine to prevent boredom or overuse syndrome.
- Other options are exercise videos, kickboxing, Pilates and circuit training.
- Another variation is bonding games like wheelbarrow race, blanket pull, tug of war, and scooter races to develop needed physical skills.



#### 11.4 Stretching

- Stretching is needed to develop flexibility which in turn prevents pulling muscles while performing jumps, splits, kicks dances and cheers motions.
- Flexibility refers to the range of motion possible at a joint.
- Stretching is the process used to lengthen muscle and connective tissues.
- Stretching should be a part of every practice to prepare the muscles for movement, maintain flexibility, develop body awareness, reduce muscle soreness, and improve personal performance.
- Cheerleaders need to stretch gradually and regularly, using proper technique to avoid injury.
- Tailor the routine to the needed areas of stretching.

#### 11.5 Drills

- Use drills to develop proficiency in required skills such as jumping, tumbling, stunting, and motion technique.

#### 11.6 Chant/Cheer/Dance Review

- For sideline cheerleading, chants and cheers are the heart of the program.
- These are the elements that motivate the crowd to yell during a fast paced basketball game or when the football team is about to score from the three-yard line.
- Review last year's list of chants.
- Keep the traditional ones that the crowd always responds to, delete the older chants, and add new ones.
- Let the cheerleaders make up the words and moves for new ones.
- Cheerleaders will surprise you with their creativity and also enjoy performing the chants, cheers, and dances at games because of their pride and ownership in them.
- Don't forget to review the freeform chants that get audiences on their feet stomping or using hand motions.
- Make a copy of all music so dances can be choreographed to them.
- This is another opportunity to have your cheerleaders be creative and do the choreography.
- In the beginning of the season, use this choreographing time as a team bonding game.
- Divide the team into groups of 3 or 4.
- Each group choreographs a dance, and then teaches it to the rest of the squad.
- If the team is learning a longer dance to perform at halftime or an assembly, teach small sections of it each day. Better precision and synchronization can be achieved by teaching in small sections.
- Remember, dances can be used as warm-up exercises and sets an upbeat mood to the start of practice.

#### 11.7 Showcase Routine Review

- Break it down in parts and work sections.
- Perfect the sections before having the cheerleaders perform the entire routine.



### 11.8 Upcoming Game Plan

- Make an upcoming game plan that includes the following:
  - Time and place to meet
  - What uniform to wear
  - Warm-up schedule
  - List of chants and who calls them
  - Stunts that can be used with chants
  - Chants that use signs and spirit items
  - Formations
  - Schedule for lining-up for game, when to be on the field for run-through banner at halftime, when to meet and greet opponents cheerleaders
  - Who will clean up at the end of the game
  - What to do if the crowd becomes unruly
  - The location of the administration and security, and
  - Expectations of cheerleaders at games.

Often the cheerleaders will have to adapt to quick changes due to the different facilities, a missing cheerleader due to unforeseen circumstances, changes in weather, and the mood of the crowd. Reviewing the game plans at practice will help them to be better cheerleaders and also be able to adapt to needed changes.

### 11.9 Leadership tasks

- During practice, set aside fifteen (15) to thirty (30) minutes to work on assignments like poster making.
- Split the cheerleaders into groups in order to accomplish more tasks in a shorter timeframe.
- Remember to encourage cheerleaders to write an outline of the job and a timeline for completion.
- Have them keep everything in their cheer notebook.

### 11.10 Team Bonding

- Because of the intensity of practice, it is good to break it up with short games that add an element of fun and bonds the team together. Spending time on these bonding games rejuvenates your squad and brings them closer together.

### 11.11 Wrap-up and Review

- At the end of every practice, do a quick overview.
- Briefly detail accomplishments of practice.
- Remind cheerleaders of upcoming deadlines for assigned tasks.
- Handout needed paper.
- Thank them for all their hard work and commitments.
- End with a team motto or saying.



## SECTION 12: EXERCISE DRILLS

### 12.1 Sit-ups

Strong stomachs are very important in cheerleading. A strong stomach allows for better jumps, it helps in better stunting and pyramids, as well as in gymnastics.

### 12.2 Crunches

These are great sit-ups to get you going. Your legs should be bent, your chin should be facing the ceiling, and you should sit-up so your shoulder blades are slightly off the ground, keeping your stomach tight. Begin with about 25 and work your way up to 100.

### 12.3 Slide Crunches

All the same rules apply with the regular crunches, only your legs are bent and leaning over to one side. Do your crunches normally, keeping your shoulders slightly off the ground. Again, begin with about 25 on each side and work your way up.

- A great exercise is to do the crunches in a combination of regular crunches and side crunches. Begin with regular crunches, move your legs to the side and do some side crunches, move your legs back to the middle for some more regular crunches, and then move them to the other side for some more side crunches.
- A fun way to do sit-ups as a squad is to do it music. One eight count of crunches to the middle, the next eight count to the side, back to the middle for another eight count and so on!

### 12.4 Toe Touch/Pike Sit-ups

This is a great exercise to help with your toe touches! Begin by lying down with your legs straight and your arms above your head. In one quick and sharp motion bring your legs and body up into a toe touch position. Quickly snap your legs back together and return to the lying position on the floor. You may also want to increase the difficulty level by doing the same exercise only in a piked position. A good amount of these sit-ups is about three sets of 10.

### 12.5 Leg Lifts

Lay on the ground with your legs straight out in front of you. Try to lie in front of something you can grab onto, for instance, a post or at the ankles of another teammate. Lift your legs to a 90 degree angle and then lower them down until they almost touch the ground, and then repeat. Begin with 20 and work your way up.



## *Dance Team Rules and Regulations*



## SECTION 13: GENERAL RULES

### 13.1 Practice Regulations

- Individual coaches may modify the practice schedules for their teams as needed with no more than ten (10) hours a week of practice. Cheerleaders and parents should be notified as soon as schedules have been determined.
- Water breaks must occur every hour for at least (5) minutes during practice.
- Practice sessions can be no longer than two (2) hours and thirty (30) minutes. No practices may be held past 8:00pm during the week.
- All coaches are required to fill out a volunteer form that includes a background check, attend a mandatory dance coach clinic, and Safe Sport course. A coach that has not met the requirements will not be allowed to coach dance for the 2018 season.
- Dancers must arrive to practice on time.
- All practices must start with twenty (20) minutes of warm ups as these are necessary to avoid injury.
- Participants must be dressed in proper practice attire. Such as: support jazz sneakers, sweat pants, shorts, & t-shirts. Sweatshirts, pants, sweater or jackets may be worn when necessary. No gum or jewelry is allowed.
- Nails must be active length.
- Dancers must be picked up promptly at the end of practice.
- Siblings should not attend practice unless accompanied by a parent to ensure that siblings do not interfere with practice sessions. Should this occur, the NORD participant will be asked to leave.
- All coaches are required to be in uniform when their squad performs.

### 13.2 Wrap-up and Review

- At the end of every practice, do a brief overview.
- Briefly detail accomplishments of practice.
- Remind dancers of upcoming deadlines for assigned tasks.
- Handout needed forms.
- Thank them for all their hard work and commitments.
- End with a team motto or saying.

### 13.3 Scheduling/ Plan

- When there is an upcoming performance, make sure all member leave with the following information:
  - Time and place to meet
  - What uniform to wear
  - Warm-up schedule
  - List of caters and who calls them
  - Formations
  - Schedule for lining-up
  - Who will clean up at the end of the games and events



- What to do if the crowd becomes unruly
- The location of the administration and security
- Expectations of Dancers at games and events

## SECTION 14: KEY COACHING COMPONENTS

An effective practice contains the following components:

### 14.1 Team Meeting

- Start off practice with a five (5) minute overview of what needs to be accomplished.
- Briefly detail the timeline for each part of practice.

### 14.2 Warm-up

- Cheerleaders need to elevate their body temperature to promote blood flow and prepare the body to work.
- Warming up allows the muscles to contract and relax more efficiently which will help to reduce injuries and soreness.
- It will also increase range of motion through the joints.
- Use any movement that involves large muscles.

### 14.3 Conditioning and strength training

- Dancers must engage in a special and continuous conditioning program to prepare and maintain a high level of fitness. Dancers are usually engaging in high impact movements that require stamina and endurance.
- These general calisthenics include a variety of exercises aimed at developing coordination, improve body awareness and alignment, strengthen muscles, increase metabolism, and strengthen hearts and lungs.
- Delegate team members as “conditioning trainers” to lead the team through a combination of conditioning and strengthening exercises specific to dance.
- Conduct these exercises for twenty (20) minutes without a break in between to create an aerobic workout.
- Mix up the exercise routine to prevent boredom or overuse syndrome.
- Other options are exercise videos, kickboxing, Pilates and circuit training.

### 14.4 Stretching

- Stretching is needed to develop flexibility which in turn prevents pulling muscles while performing jumps, splits, kicks dances and other motions.
- Flexibility refers to the range of motion possible at a joint.
- Stretching is the process used to lengthen muscle and connective tissues.
- Stretching should be a part of every practice to prepare the muscles for movement, maintain flexibility, develop body awareness, reduce muscle soreness, and improve personal performance.
- Cheerleaders need to stretch gradually and regularly, using proper technique to avoid injury and improve flexibility.





- Tailor the routine to the needed areas of stretching.

#### 14.5 Core and Strength

Focus on exercise that spot light your core and. A strong core will promote better control in dance routines. Incorporate a few of the following ab workouts and continue to add on, as the team gets stronger:

- **Crunches:**

Your legs should be bent, your chin should be facing the ceiling, and you should sit-up so your shoulder blades are slightly off the ground, keeping your stomach tight. Begin with about 25 and work your way up to 100.

- **Slide Crunches:**

Lay on the ground with your legs straight out in front of you. Try to lie in front of something you can grab onto, for instance, a post or at the ankles of another teammate. Lift your legs to a 90 degree angle and then lower them down until they almost touch the ground, and then repeat. Begin with 20 and work your way up.

- **Leg Lifts:**

Lay on the ground with your legs straight out in front of you. Try to lie in front of something you can grab onto, for instance, a post or at the ankles of another teammate. Lift your legs to a 90 degree angle and then lower them down until they almost touch the ground, and then repeat. Begin with 20 and work your way up.

A great exercise is to do the crunches in a combination of regular crunches and side crunches. Begin with regular crunches, move your legs to the side and do some side crunches, move your legs back to the middle for some more regular crunches, and then move them to the other side for some more side crunches.

#### GENERAL SAFETY GUIDELINES

1. All participants agree to conduct themselves in a manner displaying good sportsmanship throughout any event. The coach of each team is responsible for seeing that team members, coaches, parents, and any other person affiliated with the team conduct themselves accordingly.
2. All programs should have, and review, an emergency action plan in the event of an injury.
3. Coaches must recognize the entire team's particular ability level and limit the team's activities accordingly.
4. No technical skills should be performed when a coach is not present or providing direct supervision.
5. All practice sessions should be held in a location suitable for the activities of dance, and away from noise and distractions.
6. Warm-up and stretching should precede and conclude all practice sessions, pep rallies, games, Showcases, performances, and other physical activities.
7. The performance surface should be taken into consideration before engaging in any technical aspect of dance. The performance area should be reasonably free of obstructions. Dancers should not perform technical skills on:
  - a. Concrete, asphalt, or any other hard or uncovered surface
  - b. Wet surfaces



- c. Uneven surfaces
  - d. Surfaces with obstructions
8. The dance team coach or other knowledgeable designated representative should be in attendance at all practices, functions, and games.

### CHOREOGRAPHY AND COSTUMING

1. Routine choreography should be appropriate and entertaining for all audience members. Vulgar or suggestive material, choreography and/or music is not allowed and is defined as any movement or choreography implying something improper or indecent, appearing offensive or sexual in content, and/or relaying lewd or profane gestures or implications. Inappropriate choreography, costuming, makeup and/or music may affect the judges' overall impression and/or score of the routine.
2. Shoes, on both feet, must be worn during the Showcase. Dance paws are acceptable. Shoes with wheels are not allowed (Example: roller skates, roller blades, heelys, etc). Wearing socks and/or footed tights only is not allowed.
3. When dancers are standing at attention, all costumes/uniforms must cover the midriff area completely. The midriff includes the entire midriff section from the bra line down all the way around the body (front, back, and sides). Nude bodyliners are acceptable.
4. All male dancers' costumes must include a shirt that is fastened, however it can be sleeveless.
5. Jewelry as part of the costume is allowed. Jewelry should not be worn at practices.

## SECTION 15: DANCE SHOWCASE

### Categories include:

- Jazz
- HipHop

### 15.1 General Guidelines

- Park participation in the Dance Showcase must be confirmed by February 24, 2018.
- All dance teams must be in attendance at 6:00pm for the Dance Showcase, ***including teams who are not participating in the Showcase.***
- The line-up will be pre-determined by coordinators.
- The routine time requirement is **three (3) minutes**. Timing starts and ends at the first and last music note.
- No dance team shall go over the time limit.
- One or all of these skills must be incorporated in the dance and 2 or more in the dance routine: turns, leaps and kicks. Transitions are suggested.
- The dance team can be a combination of all ages or squads that participate with that particular park (boys/ girls can participate in an age group above his/ her bracket but not below).
- All girls/boys on the team are required to attend and participate in the scheduled Showcase.
- All teams will compete by parks and be judged on the same level of skill.
- Each child can only participate in one age group classification during the Showcase.
  - For example, if a child competes in the Pee Wee she/he cannot compete in the Junior Varsity or Varsity age group.
- A Team Roster Form will be sent to all coaches participating in the NORD Dance Program.



- One roster must be completed per team, should include each participant's name, age, and birth date, must be signed and dated by the coach and given to NORD Dance Coordinator.
- The Team Roster Form will be reconciled against the Official RecTrac Roster to ensure all members are officially registered.
- All teams must have a roster with an accurate count of participating dancers, due on October 24, 2018. Failure to submit your Showcase roster will result in the park being ineligible for the Showcase.
- Coaches will also be required to complete the Dance Showcase application, the medical waiver and publicity release form if they are attending the cheerleading Showcase.
- **ANY INDIVIDUAL WHO APPEARS ON THE COURT DURING SHOWCASE WHO HAS NOT COMPLETED ALL COACHES REQUIREMENTS WILL CAUSE THEIR TEAM TO BE DISQUALIFIED.**

NORD reserves the right to assess a penalty, disqualify, and reclaim any and all awards from any team found to be in violation of the eligibility policy, whether before, during or after the event.

#### 15.2 Music

- Each team is allowed to select their music for the dance showcase.
- Music must be submitted to the NORD office for review, on or before November 2, 2018 at 6:30 pm. Failure to submit music on time will result in an automatic score of zero (0) points on the dance portion.
- Music must not contain any profanity or vulgar language.
- No points will be awarded for dances that contain words that are unsuitable for family listening, which includes, but is not limited to, expletives, and connotations of any type sexual act or behavior, drugs, mention of specific parts of the body and/or violent acts or behavior in the music.
- Removing improper language or words from a song and replacing with sound effects or other words constitutes inappropriate, and deductions will be made accordingly.
- Any music in which the appropriateness is questionable or with which uncertainty exists should be submitted to NORD by a coach to the park supervisor for approval.

#### 15.3 Showcase Area

- Participants may stand or enter outside the Showcase area.
- Pom-poms, signs, flags, megaphones, and/or banners may be placed or dropped outside Showcase area by a team member.
- Teams may not set up props in advance; aforementioned, props are not allowed.
- There should not be any organized exits or other activities after the official ending of the routine.

#### 15.4 Choreography/Outfitting Violations

All facets of performance or routine, including choreography, music selection and outfitting should be suitable for family viewing and listening.



1. Uniforms for all team types should be appropriate for the age of the participants performing the routine.
2. All teams must be uniform. This includes top, bottom, proper dance shoes, tights and headbands.
3. Outfitting for dance performances should follow traditional dress standards.
4. Coaches may be penalized for vulgar or suggestive choreography, which includes, but is not limited to, movements such as hip thrusting and inappropriate touching, gestures, hand movements and lapping, positioning of body parts and positioning to one another.
5. Any uniform or music in which the appropriateness is questionable or with which uncertainty exists should be submitted to NORD for approval.

Dancers should be prepared to adapt to quick changes due to the different facilities, a missing dancer due to unforeseen circumstances, changes in weather, and the mood of the crowd. Reviewing the plans at practice will help them to be well prepared dancers and also be able to adapt to needed changes when requested

## **SPORTSMANSHIP**

All participants agree to conduct themselves in a manner displaying good sportsmanship throughout all events with positive presentation upon entry and exit from the performance area as well as throughout the routine. The advisor and coach of each team is responsible for seeing that team members, coaches, parents and other persons affiliated with the team conduct themselves accordingly. Severe cases of unsportsmanlike conduct are grounds for disqualification.

## **INTERRUPTION OF PERFORMANCE**

### **a. UNFORSEEN CIRCUMSTANCES**

1. If, in the opinion of the Showcase officials, a team's routine is interrupted because of failure of the Showcase equipment, facilities, or other factors attributable to the Showcase rather than the team, the team affected should STOP the routine.
2. The team will perform the routine again in its entirety, but will be evaluated ONLY from the point where the interruption occurred. The degree and effect of the interruption will be determined by the Showcase officials.

### **b. FAULT OF TEAM**

1. In the event that a team's routine is interrupted because of failure of the team's own equipment, the team must either continue the routine or withdraw from the Showcase.
2. The Showcase officials will determine if the team will be allowed to perform at a later time. If decided by officials, the team will perform the routine again in its entirety, but will be evaluated ONLY from the point where the interruption occurred.

### **c. INJURY**

1. The only persons that may stop a routine for injury are:



- a. Showcase officials
  - b. Advisor/ Coach from the performing team
  - c. Injured team member
2. The Showcase officials will determine if the team will be allowed to perform at a later time. If the Showcase officials allow a routine to be performed at a later time, the spot in the schedule where the re-performance is to take place is at the sole discretion of Showcase officials. The team may perform the routine again in its entirety, but will be evaluated **ONLY** from the point where the interruption occurred.
3. The injured participant that wishes to perform may not return to the Showcase floor unless:

The Showcase officials receive clearance from, first, the medical personnel attending to that participant, second the parent (if present) **AND THEN** the head coach/advisor of the competing team. If the medical personnel does not clear the participant, the participant can only return to the Showcase if a parent or legal guardian in attendance signs a return to participation waiver. In the event of a suspected concussion/head injury, the participant cannot return to perform without clearance from a licensed medical professional that has training related to head injuries, even with a waiver from a parent or legal guardian.

### ***INTERPRETATIONS AND / OR RULINGS***

Any interpretation of any aspect of these Rules and Regulations or any decision involving any other aspect of the Showcase will be rendered by the Rules Committee. The Rules Committee will render a judgment in an effort to ensure that the Showcase proceeds in a manner consistent with the general spirit and goals of the Showcase.

### ***DISQUALIFICATION***

Any team that does not adhere to the terms and procedures of these "Rules and Regulations" will be subject to disqualification from the Showcase.

### ***FINALITY OF DECISIONS***

By participating in this Showcase, each team agrees that all decisions by the judges will be final and will not be subject for review. Each team acknowledges the necessity for the judges to make prompt and fair decisions in this Showcase and each team therefore expressly waives any legal, equitable, administrative or procedural review of such decisions.

### ***SHOWCASE PARTICIPANT GUIDELINES***

1. Substitutions may be made in the event of an injury or other serious circumstance. Substitutes must also abide by the age restrictions in all division in which they compete.
2. Formal entrances which involve dance, technical skills, and all traditions/chants are not permitted. Dancers should enter the performance area in a timely fashion.
3. All staging, backdrops, special effects, or any items that may damage or otherwise alter the performance floor or environment are prohibited (water, powder, glitter, fire, sliding oil, etc).
4. Teams may dance off of the performance floor; however, all routine choreography for the entire team must begin and end on the performance surface. Jumping on or off the performance surface is prohibited.

### ***PROPS***

Props are not allowed. A prop is defined as anything you dance with that is not attached to your costume.



Articles of clothing may be taken off; however you may not dance with them. If taken off and danced with, it becomes a prop.

### **TEAM PARTICIPANTS**

The minimum number of participants a team can have for a regional Showcase is five (5). The Maximum number of participants that a team should have is 30. Teams competing with two routines must stay in the same division, but can have different numbers in both routines. Teams will be able to trade out, remove, or add a designated number of dancers between their 2 categories as long as the number of participants does not exceed 30 members. There should be one coach for every fifteen (15) members.

### **ROUTINE RULES AND GUIDELINES**

#### **WEIGHT BEARING SKILLS**

Hip over-head rotations skills with hand support are not allowed while holding items in the supporting hand. (Exception: forward rolls and backward rolls are allowed). When hands are free of all items, hip overhead skills are allowed when connected to another team member.

#### **TUMBLING AND TRICKS (Executed by Individuals)**

##### **ALLOWED NOT ALLOWED**

Aerial Cartwheels Front Aerials  
Forward/Backward Rolls Front/Back Handsprings  
Shoulder Rolls Front/Back Tucks  
Cartwheels Side Somi  
Headstands Layouts  
Handstands Shushunova  
Backbends Headsprings (without hand support)  
Front/Back Walkovers Dive Rolls (In any position)  
Stalls/Freezes Continuous double (partner) cartwheels  
Head spins Toe Pitch Back Tucks  
Windmills  
Kip up  
Round Off  
Headsprings (with hand support)

1. Airborne skills without hand support are not allowed. (Exception: Headsprings with hands support and aerial cartwheels not connected to any tumbling skill are allowed).
2. Aerial cartwheels are not allowed while holding any items. They must be placed in one hand. (Exception: Aerial cartwheels may be done with hands free of any items).
3. Tumbling skills with hip over-head rotation is limited to 3 connected skills. (Example: 3 consecutive headsprings are allowed; 4 are not allowed).
4. Simultaneous tumbling over or under another dancer that includes hip over-head rotation by both dancers is not allowed.



5. Drops to the knee, thigh, back, front, head, shoulder, or seat onto the performing surface are not allowed unless the dancer first bears weight on the hand(s) or foot/feet.
6. Landing in a push-up position onto the performance surface from a jump in which the legs are in front of the body and swing behind are not allowed. All variations of a shushunova (see glossary) are not allowed.
7. Airborne skills without hip over-head rotation may not jump from a standing or squatting position backwards onto the neck, head, back, shoulders, and/or hands. Any kip up motion must initiate from the back/shoulder area touching the ground. (NOTE: This rule refers specifically and only to the "rubber band" / "bronco" kip up skill, as well as any skill jumping backwards into a headstand/handstand stall).

#### **DANCE LIFTS AND PARTNERING (Executed in pairs or groups)**

1. The Executing Dancer must receive support from a Supporting Dancer who is in direct contact with the performance surface through the entire skill. (Exception: Kick Line Leaps).
2. Elevators, thigh stands, shoulder sits, and chair sits are allowed. Extensions and all other cheer based stunts are not allowed.
3. Swinging lifts and tricks are allowed provided the Executing Dancer's body does not make a complete circular rotation and is in a supine position at all times. Swinging in a prone position is not allowed (backwards and forwards or a complete circular rotation).
4. Hip over-head rotation of the Executing Dancer(s) may occur as long as a Supporting Dancer maintains contact until the Executing Dancer returns to the performance surface or is returning to the upright position.
5. Vertical Inversions are allowed as long as:
  - a. The Supporting Dancer(s) maintain contact until the Executing Dancer returns to the performance surface or returns to the upright position.
  - b. When the height of the Executing Dancers shoulders exceeds shoulder level of the Supporting dancer, there is at least one additional dancer to spot who does not bear weight.

#### **RELEASE MOVES (Unassisted Dismounts to the performance surface)**

1. An Executing Dancer may jump, leap, step, or push off a Supporting Dancer if:
  - a. The highest point of the released skill does not elevate the Executing Dancer's hips above head level.
  - b. The Executing Dancer may not pass through the prone or inverted position after the release.
  - c. Toe pitch back tucks are not allowed.
2. A Supporting Dancer may release/toss an Executing Dancer if:
  - a. The highest point of the release/toss does not elevate the Executing Dancer's hips above head level.
  - b. The Executing Dancer is not supine or inverted when released.
  - c. The Executing Dancer does not pass through a prone or inverted position after release.
  - d. Toe Pitch back tucks are not allowed.



## *Safety Policies*

---





## SECTION 16: FLEXIBILITY & STRETCHING

Flexibility exercises should be incorporated into the conditioning program utilized during preseason and regular season workouts. Increasing the flexibility in athletes' results in players being less injury prone and more likely to perform with higher ability.

### 16.1 Static stretching

A stretch that is held in a challenging but comfortable position for a period of time, usually somewhere between 10 to 30 seconds is considered a static stretch. Static stretching is the most common form of stretching found in general fitness and is considered safe and effective for improving overall flexibility.

### 16.2 Ballistic Stretching

This form of stretching is **STRICTLY PROHIBITED**. Ballistic stretching is a form of passive stretching or dynamic stretching in a bouncing motion. Ballistic stretches force the limb into an extended range of motion when the muscle has not relaxed enough. A ballistic stretching example would be a hurdler's stretch where the trunk of the body bounces towards the extended leg to stretch the hamstring.

### 16.3 Stretching Recommendations

- Teams should conduct light cardio warmups prior to stretching
- Any and all stretching done by players should NOT involve drastic stretching or stretching to the point of pain.
- All stretches are to be done slowly.
- Neck bridging is NOT recommended. The neck bridge exercise is demanding and requires precise technique and focus. It may be dangerous because it places considerable stress on the cervical spine and may cause neck injury.

## SECTION 17: CONDITIONING & PRACTICES

All teams are required to use a practice plan and maintain a copy during all practices.

### 17.1 Preparation

- Every practice is required to incorporate proper calisthenics and stretching at the beginning of each practice session.

### 17.2 Conditioning

- Any conditioning exercises are **NOT** to be used as punishment. Site Facilitators will monitor practices to ensure this practice is adhered to.
- Conditioning of players should concentrate on building cardiovascular strength by incorporating jogging, sprint drills and callisthenic exercises.



- Coaches ensuring ALL players are properly hydrated by drinking adequate amounts of water before, during, and after workouts is extremely important, especially during earlier pre-season workouts.
- The administration of salt tablets, vitamins, any form of medication or sports enhancing additives, drugs, energy drinks (Monster, Red Bull, Rockstar, etc.) and/or supplements to players is **STRICTLY PROHIBITED**.

### 17.3 Practice Structure/Scheduling

- No practice of any kind can begin prior to the official start of practice, as dictated by the Athletic Division.
- All practices **MUST** be conducted at a NORD-approved facility.
- No team will be allowed to practice unless their coach is present.
- No team will be allowed to practice unless a site facilitator is present.
- All practices must end by 8:30pm.
- Practice is to be authorized by the NORD Athletics Department at times when the playground will be open, with availability to first aid equipment, water and telephone.



## *First Aid & Emergency Policies*

---



## SECTION 18: FIRST AID

- Coaches shall always be prepared to seek immediate medical attention for any and all injuries that occur.
- NORD supervisory personnel are trained in first aid and CPR procedures. In emergency situations, coaches are to seek assistance from NORD supervisory personnel, as well as a physician, nurse or any other emergency medical personnel present at the practice and/or game site.
- Any and all injuries, regardless of severity and site of injury, must be reported to the playground Site Facilitator. All details and information about the injury must be accurately documented on a NORD injury report and submitted in a timely manner.
- Coaches are required to have their players' phone numbers and emergency contacts on file and readily available for use in the event of an emergency situation. Parents must be immediately advised of all injuries.
- Each NORD playground maintains first aid supplies in a designated area. Coaches are required to know where these supplies are located at their playground for quick accessibility in the event of an emergency situation.
- Each playground is equipped with a first-aid kit.

## SECTION 19: EMERGENCIES

### 19.1 Heat Related Illnesses

Overexposure to heat causes heat related illness. Once the signs and symptoms of a heat related emergency begin to appear, the player's condition can quickly become life threatening. Recognizing heat related signs and symptoms in its early stages increases the chances of reversing symptoms.

#### *Heat Cramps*

These are the first signals that the body is having trouble with the heat. Signs and symptoms include painful muscle spasms occur in the legs and abdomen.

#### Treatment:

- Have the player rest in a cool place.
- Give cool water to drink.
- Lightly stretch the muscle and gently massage the area.
- Encourage the player to continue drinking plenty of fluids.
- Carefully monitor the player for further signs or symptoms of heat-related illness.

#### *Heat Exhaustion*

Signs and symptoms include cool, moist, pale, ashen or flushed skin, headache, nausea, dizziness, weakness, and severe fatigue.

#### Treatment:



- Move player to **cooler** environment with circulating air while applying wet towels
- Loosen or remove clothing
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes.
- Discontinue player's participation in practice or game.
- Carefully monitor the player for any changes in condition and/or additional signs or symptoms of a more serious condition.

#### *Heat Stroke:*

Heat stroke is a **SERIOUS LIFE THREATENING MEDICAL EMERGENCY**. Signs and symptoms include refusing water, vomiting, red appearance, hot to touch, dry skin, rapid and weak pulse, and/or shallow breathing.

#### Treatment:

- Move player to **cooler** environment with circulating air while applying wet towels
- Keep player lying down---if vomiting, place player on their side.
- Remove/loosen any tight clothing.
- Apply cool, wet cloths. Ice packs should be applied on player's wrists and ankles, on the groin, each armpit, and on the neck to cool the large blood vessels. Be sure to place a cloth barrier between the skin and the ice pack.
- **DO NOT APPLY RUBBING ALCOHOL.**
- If player is conscious, give four (4) ounces of water to drink every fifteen (15) minutes.
- If there is a **change in consciousness, 911 should be called immediately** as this is life threatening.

#### *19.2 Physical Injuries*

When a player is injured, be careful and be sure to leave the player lying flat, especially when a head, neck, or spine injury is involved. Do not move the player, get medical treatment right away. **DO NOT PICK A PLAYER UP BY THE BELT**, especially if an injury is involved.

#### *Bruises*

The simplest type of closed wound is a bruise. This occurs when an injury causes blood and other fluids to seep into the surrounding tissues, which results in the area swelling and changing color.

#### Treatment:

- Elevate injured part as long as **IT DOES NOT CAUSE MORE PAIN.**
- Apply direct pressure on the area to decrease bleeding beneath the skin.
- Apply wrap ice with a damp cloth or small bag of ice to the injured area for a period of about 20 minutes. Place a thin cloth barrier between the ice and bare skin. Remove the ice for 20 minutes before reapplying.

**\*\*NOTE:** Do not assume that all closed wounds are minor injuries. Coaches and/or trainers should examine the player to determine whether or not more serious injuries could be present. Should the player have any of the following signs/symptoms, 911 should be called immediately:

- Player complains of severe pain or cannot move a body part without pain.



- The force that caused the injury was great enough to cause serious damage.
- The injured extremity is blue or extremely pale.

### **Fractures**

Closed fractures are a complete break, chip or a crack in a bone and the most common type of fracture. Open fractures are more dangerous due to bone breaking the skin, which will cause risk of infection and severe bleeding.

**Always suspect a serious injury when any of the following signals are present:**

- Significant deformity
- Extreme bruising and swelling
- Inability to normally use the affected part
- Bone fragments sticking out of a wound
- Player complains of feeling bones grating
- Player felt or heard a snap or pop at the time of injury
- Injured area is cold to the touch and/or the affected area feels numb
- Cause of the injury suggests that the injury may be severe.

**\*\*NOTE:** If the fracture involves a large bone such as the thigh, has severed an artery and/or is affecting breathing, the injury is life threatening and 911 should be called immediately.

## **19.3 General Muscles, Bone & Joint Care**

### **Remember RICE!**

<b><u>Rest</u></b>	Do not move or straighten the injured area
<b><u>Ice</u></b>	Stabilize the injured area in the position it was found. Splint the injured part *Only if the person must be moved and it does not cause more pain.
<b><u>Compression</u></b>	Fill a plastic bag or wrap ice with a damp cloth, apply to the injured area for 20 minutes and remove the ice pack for 20 minutes. Reapply if needed. Place a thin cloth barrier between the ice and bare skin.
<b><u>Elevate</u></b>	<b><u>DO NOT</u></b> elevate the injured part if it causes more pain.

### **Splinting**

- Splint only if the person must be moved or transported by someone other than emergency medical personnel.
- Splint only if you can do so without causing more pain.
- Splint an injury in the position you find it
- Splint the injured area and the bones or joints above and below the injury.
- Check for circulation (feeling, warmth and color) before and after splinting.

**\*\*NOTE:** HEAD, NECK AND BACK INJURIES CAUSE UNINTENTIONAL DEATH OR LIFELONG NEUROLOGICAL DAMAGE----CONTACT 911!!! **Player should not be moved.**



#### 19.4 Safety Precautions

##### *Bodily Fluids/Blood*

NORD employees, league commissioners and volunteer coaches are to be aware and monitor situations during practice and games, when there is an injury that results in blood being present. Good hygiene shall be practiced. Towels, uniforms, cups and water bottles should not be shared. They must be cognizant that anytime there are blood and body fluids present, it must be treated with respect, regarding its ability to transmit infectious disease. Under circumstances in which differentiation between body fluid types is difficult or impossible, all body fluids are considered potentially infectious.

Before competing, all athletes must cover wounds on their body. Practice or competitive play must be stopped and any injured player must be immediately attended to.

In the event of injury or sickness involving blood or bodily fluids, the following procedures must be followed:

- If at all possible, injured person shall render first aid to himself and cover his own wound.
- When rendering first aid, protective gloves must be worn when it is anticipated blood or bodily fluids are involved.
- Clean gloves must be worn for each individual treated.
- Do not wear the same gloves for multiple injured parties.
- An individual who has treated an injury where blood is present or has cleaned a potentially contaminated surface should wash their hands with soap and hot water, whether or not protective gloves have been worn.



## *Concussion Protocol*

---





## SECTION 20: SIGNS AND SYMPTOMS

Athletes who experience any of the signs and symptoms listed below after a bump, blow, or jolt to the head or body may have a concussion.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETE
Appears dazed or stunned	Headache or “pressure “ in head
Is confused about assignment or position	Nausea or vomiting
Forgets instructions	Balance problems or dizziness
Is unsure of game score or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to sound
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows, mood, behavior, or personality change	Concentration or memory problems
Can’t recall events prior to hit or fall	Confusion
Can’t recall events after hit or fall	Does not “feel right” or is “feeling down”

## SECTION 21: ACTION PLAN

If you suspect that an athlete has a concussion, the following four (4) steps should be taken:

1. Remove athlete from play.
2. Ensure that the athlete is evaluated by an appropriate health care professional. Non-medical personnel such as the coach should NOT judge the seriousness of the injury.
3. The coach should inform the athlete’s parents or guardians about the possible concussion and provide the fact sheet on concussion.



4. Keep the athlete out of play the day of the injury and until an appropriate health care professional has provided written clearance to return to practice and play. (*See Post Concussion Medical Clearance Form in the appendix section*)

***WHEN IN DOUBT, SIT THEM OUT...***





## **APPENDIX 1: Battery of A School or Recreation Athletic Contest Official**

LSA-R.S. 14:34.4

A.(1) Battery of a school or recreation athletic contest official is a battery committed without the consent of the victim when the offender has reasonable grounds to believe the victim is a school athletic or recreation contest official.

(2) For purposes of this Section, “school athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or school or school board employee of any public or private elementary and secondary school while actively engaged in the conducting, supervising, refereeing, or officiating of a school sanctioned interscholastic athletic contest.

(3) For purposes of this Section, “recreation athletic contest official” means any referee, umpire, coach, instructor, administrator, staff person, or recreation employee of any public or quasi-public recreation program while actively engaged in the conducting, supervising, refereeing, or officiating of a sanctioned recreation athletic contest.

B.(1) Whoever commits the crime of battery of a school or recreation athletic contest official shall be fined not more than five hundred dollars and imprisoned not less than forty-eight hours nor more than six months without benefit of suspension of sentence, except as provided in Paragraph (2).

(2) The court, in its discretion, may suspend the imposition of the sentence and place the offender on probation with the condition that he shall perform five days of community service work. Failure to successfully complete the community service work, as determined by the supervisor of the program to which he is assigned, may result in revocation of probation

## **Appendix 2: Coaches Code of Conduct**

New Orleans Recreation Development Commission



## Coaches Code of Conduct

- I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the young athletes whom I coach;
- I understand that many children participate in sports for numerous different reasons, and that the number one reason is to have fun;
- I understand that as a youth coach I am obligated to honor the games rules, opponents, officials, teammates and self, and to teach players to do the same.

**Therefore, by participating as a youth sports volunteer, I will adhere to the following codes:**

**A. I will create an appropriate environment for our children that:**

- Focuses on safety, fun, skill development and education;
- Has a positive lasting impact on the children of our community;
- Promotes building character and learning life skills;
- De-emphasizes a 'win-at-all-costs' attitude;
- Is fair, consistent and best meets the emotional and physical needs of all children;
- Builds a culture where winning is not defined by outcome of competition, but by the individual needs of all the children.

**B. I will act responsibly and do my best to assure that:**

- I provide playing time for every child that is consistent with the rules of NORD;
- I properly educate players on the importance of teamwork, effort, having fun and playing fair while properly instructing age appropriate fundamentals and skills;
- I provide players with the best education, instruction and organization possible by attending required meetings, clinics and certifications;
- I am familiar with the objectives of the youth sports program. I strive to achieve these objectives and communicate them to my players and their parents;
- I cooperate with the administrator of our organization in the enforcement of rules and I will report irregularities that violate sound competitive practices;
- I provide a healthy and safe environment for my players, which are in accordance with my leagues' safety procedures and provide safe instruction and use of equipment.

**C. I will display appropriate behavior - I understand that violation of the following will jeopardize my privilege to coach.**

- I will treat each player, opposing coach, official, parent or administrator with respect and dignity, and refrain from using profanity, intimidations tactics and inappropriate language;
- I will uphold the authority of officials who are assigned to the contest in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.

**D. Terminal behavior - I understand that violation of the following codes will result in immediate termination of my privilege to coach with NORD.**

- I will never coach under the influence of drugs or alcohol.
- I will never initiate or participate in any form of verbal or physical assault on staff, volunteer, official, parent or child.

The New Orleans Recreation Development Commission reserves the right to take appropriate disciplinary action involving any coach in violation of the code of conduct.

New Orleans Recreation Development Commission  
Coach's Code of Conduct  
Results of Violations



Violations of the ***Coaches Code of Conduct*** will result in written documentation, advisory consultation and possible disciplinary action. The following data outline the disciplinary procedures of the New Orleans Recreation Development Commission. Failure to fully understand the NORD Code of Conduct policy does not exempt one from the ramifications if such rules are violated whether intentionally or unintentionally. All disciplinary infractions will be decided upon by the NORD Disciplinary Committee.

- **Conduct Codes A and B**
  - Any violation under codes A and/or B will result in verbal consultation by the NORD Recreation Athletic Director;
  - A second violation under codes A and/or B will result in a disciplinary hearing with the NORD Disciplinary Committee. Suspension of the coach's privilege to manage/coach NORD youth sports programs for, at minimum, 1 game may accompany;
  - A third violation under codes A and/or B will result in a disciplinary hearing with the NORD Disciplinary Committee and may result in termination of the coach's privilege to manage/coach NORD youth sports programs.
- **Conduct Code C**
  - Any violation under Code C will result in a disciplinary hearing with the NORD Disciplinary Committee. Suspension of the coach's privilege to manage/coach and attend NORD youth sports programs for, at minimum, 2 games, will accompany;
  - A second violation under Code C will result in disciplinary hearing with the NORD Disciplinary Committee. Termination of the coach's privilege to manage/coach NORD youth sports programs may follow.
- **Conduct Code D**
  - Any violation under Code D will result in a disciplinary hearing with the NORD Disciplinary Committee and may result in termination of the coach's privilege to manage/coach NORD youth sports programs.

Anyone with knowledge of a violation of the rules listed in NORD Code of Conduct who fails to report them to the NORD Athletic Department will result in disciplinary action.



### Appendix 3: Parent Code of Conduct

NORD implemented the following Parent Code of Conduct for the important message that it holds about the proper role of parents in supporting the youth of our community and their child in sports.

The essential elements of character building and ethics in sports are the foundations of sportsmanship and are demonstrated by the core principles of respect, responsibility, fairness, and good citizenship.

As a NORD Parent, I hereby pledge to provide positive support, care, and encouragement for each child participating in NORD by adhering to the following code of conduct:

- I will encourage good sportsmanship by demonstrating positive support at all times.
- I will remember that children participate to have fun, and that the game is for youth, not adults.
- I will not engage in any kind of unsportsmanlike conduct with any official, coach, player or parent such as booing and taunting, refusing to shake hands, or using profane language.
- I will teach my child that doing one's best is more important than winning.
- I will respect the officials and their authority during games.
- I will not confront coaches or managers at any time during games.
- I will refrain from coaching my child or other players during games.
- Alcoholic beverages are prohibited.

I also agree that if I fail to abide by the aforementioned rules and guidelines, I will be subject to disciplinary action levied by the NORD Disciplinary Committee that could include, but is not limited to the following:

- Verbal Warning
- Written Warning
- Parental suspension for games
- Parental season suspension
- Parental removal from all league activities

NORD retains the sole authority to determine what, if any, disciplinary action is appropriate for any conduct infraction.