



# 2011 Cheerleading By-Laws

Dear Coach/ Volunteer:

It is an honor and pleasure to welcome you to the Think Detroit Police Athletic League's 2011 Cheerleading Program. Think Detroit PAL is pleased that you have chosen to volunteer your time and commit yourself to providing our young women with the guidance and leadership they need to become healthy adults. It is because of your service commitment that Think Detroit PAL is able to maintain a well-rounded, quality program that contributes to the physical, mental, and emotional well being of its participants.

Over the years, your commitment to bringing out the best in the young ladies who represent your organizations has been obvious, as year after year they continue to present spectators with exceptional performances both during the season and at competition. We commend you on this accomplishment, and encourage you to continue your efforts. In addition, however, we ask that you keep in mind that while it is important to develop in these young women the intense will to succeed and win, it is equally important to instill in them the philosophy that success and winning should not come at the expense of good sportsmanship. In 20 years, these young women will be less influenced by whether they won or lost, then by the lessons you teach them about life.

To that end, we thank you for the service you provide and hope that you and your organization enjoy the exciting and challenging season that lies ahead.

Thank You,

**Glenda Stancil**

Think Detroit PAL

Cheer Commissioner

[grstancil@yahoo.com](mailto:grstancil@yahoo.com)

**Renee Gilmore**

Cheer Administrator

[reneegilmore@thinkdetroitpal.org](mailto:reneegilmore@thinkdetroitpal.org)

[www.thinkdetroitpal.org](http://www.thinkdetroitpal.org)

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## **ARTICLE I: LEAGUE ADMINISTRATIVE RULES**

### **I. REQUIREMENTS FOR PARTICIPATION**

#### **CONTRACT REQUIREMENT:**

It is the responsibility of the organization's Registrar and Cheerleading Coordinator to ensure that each parent(s) completes a Think Detroit PAL Cheerleading Contract before they begin practice.

#### **PHYSICAL REQUIREMENT:**

A physical examination by a board certified physician is required for participation in the Cheerleading Program.

Examination documents must bear the physician's signature, the date of the examination, and a valid contact number where the physician may be reached.

Each participant must have a physical exam that is not dated prior to January 1, 2011.

Physical examinations must be completed and submitted prior to the first scheduled practice (athlete may not practice on the field for any reason) without a certified physical.

#### **HANDICAPPED PARTICIPANTS:**

In the case of handicapped participants, the Program Supervisor and the CEO of Think Detroit PAL with advisement of proper medical personnel reserve the right to determine eligibility in the program.

#### **CONSENT:**

Participants in the Think Detroit PAL Cheerleading Program must complete a registration form or contract. The contract must bear the signature of the participant's parent or legal guardian, and must be turned in to Think Detroit PAL.

## **II. ORGANIZATION AND TEAM STRUCTURE**

### **DIVISIONS:**

Each Cheerleading Organization that places teams in the Think Detroit PAL Cheerleading Program may have up to five teams, as follows:

A—Team (14 and Under)	Up to 25 cheerleaders
B—Team (12 and Under)	Up to 25 cheerleaders
C—Team (10 and Under)	Up to 25 cheerleaders
D—Team (5 - 7)	Up to 25 cheerleaders
Pep Squad (5-14)	Up to 25 cheerleaders

**Official Start Date  
June 27, 2011**

## **III. PARTICIPANT AND TEAM REGISTRATION**

### **INDIVIDUAL PARTICIPANT REGISTRATION AND FEES:**

Participants must register for the program, by completing all membership requirements, prior to the first game of the season. No participant may transfer after August 1, 2011; however, new participants may register prior to the third game of the season. No registrations will be allowed after the third game of the season.

Organizations entering cheerleading teams in the Think Detroit PAL cheerleading program may, at their discretion, charge individual participants a registration fee. However, this fee may not exceed \$125.00 per participant and **MUST** include uniform lease, banquet invitation, and practice attire. However, there are some items that are of necessity (briefs, sports bra, etc). These items **MAY** be purchased from the club, but the parents can purchase these items elsewhere if they would like. Items like this cannot exceed a total of \$200.

**TEAM REGISTRATIONS:**

Each organization must present a registration packet clearly detailing the amount of its registration fee, what the fee covers, and what, if any, is refundable. This packet must be submitted to Think Detroit PAL for review and approval at the June Cheer Coordinators meeting.

Each organization must submit a coaching staff roster to the Cheerleading Commissioner at the July Cheer Coordinators meeting; however, the final coaches roster is to be turned in with the official cheer books. This roster must include the individual’s coaching title (i.e. head coach, assistant coach...etc), address, and telephone number. Coaching staff must be in good standing with Think Detroit PAL. New coaches may be added to your coaching staff roster up until the first game of the season. No coaches may be added after the first game of the season.

Coaching staff are required to attend all training sessions as deemed necessary by Think Detroit PAL. Required training must be completed by the first game of the football regular season.

**PENALTY:**

Violation of any portion of this rule shall result in a class C sanction.

**IV. COORDINATOR/COACH REQUIREMENTS**

**AGE REQUIREMENT:**

Volunteers in the cheer program must reach the following minimum age requirement by July 31, 2011 in order to be eligible to be a coach:

Jr. Coach	15 year of age (limit up to 8 )
Asst. Coach	18 years of age
Head Coach	21 years of age

*\*Teams are not allowed to have more than 8 Jr. Coaches per organization.*

**CPR TRAINING:**

CPR training/certification is highly suggested for all Coordinators and Head Coaches for each division. Certification may be obtained through a course offered by Think Detroit PAL or another appropriate institution (e.g., American Red Cross).

The CPR training course offered by Think Detroit PAL is composed of a two part instructional component, the first being hands—on; and the second a written

examination. Individuals taking the course must pass both components. Those who fail will be given an opportunity to repeat the course.

Certifications from CPR courses offered by Think Detroit PAL are good for up to one year from the date of the course; however, two or three year certifications from certified instructors/institutions outside of Think Detroit PAL will be accepted.

#### **YOUTH DEVELOPMENT TRAINING:**

- A. All Coaches and Volunteers must complete required training according to their organization's training schedule prior to the first game of the 2011 season and must wear the certification badge at football games and practices. New volunteer coaches must be IMPACT certified before they are able to attend any practices and/or scrimmages.

#### **PENALTY:**

Violation of any portion of this rule shall result in a class A sanction.

### **V. CHEERLEADING COORDINATORS**

Each organization shall appoint a Cheer Coordinator, who shall be responsible for:

- ❖ Attending a pre-season meeting with the organizations president to assure a financial and procedural cheer outline.
- ❖ Attending monthly meetings (or send a representative in your absence) and report back to organizations president no later than one week after for the upcoming season. If there is no agreement, there will be a meeting at Think Detroit PAL to resolve issues.
- ❖ Ensuring coaching staff and board members are kept abreast of changes in the cheerleading program;
- ❖ Monitoring the conduct of team members, coaches, and volunteers;
- ❖ Ensuring that their team(s) abides by the rules and regulation guidelines set forth by Think Detroit PAL;
- ❖ Ensuring that all necessary registration/program documents are completed in their entirety and submitted to Think Detroit PAL by the deadlines set;
- ❖ Ensuring that all material (greetings, halftime, sideline, etc.) that is displayed on the field is appropriate.

**PENALTY:**

Violation of any portion of this rule shall result in a class C sanction.

**VI. CODE OF CONDUCT**

Think Detroit PAL is committed to improving the quality of life for its youth by placing them in an environment where they interact with adults possessing healthy and positive character traits.

When interacting with youth, it is mandatory that all Cheer Coordinators, Coaches and others whom they supervise follow the code of conduct at all times which includes but is not limited to:

- ❖ Coaches **shall** refrain from yelling, shouting, and speaking in a harsh, demeaning, or threatening tone.
- ❖ Coaches **shall** refrain from the use of profane words or gestures. This includes, but is not limited to racial epithets.
- ❖ Coaches are **prohibited** from displays of poor sportsmanship, including, for example, inciting, criticizing or belittling an opposing team, its cheerleaders, coaches, or fans, by word of mouth, gestures, or written publication.
- ❖ Coaches shall **never** discipline a youth in a physical or offensive manner.
- ❖ Coaches **shall** reserve constructive criticism for a private discussion, and never in the presence of spectators or peers to whom such criticism **does not** apply.
- ❖ Coaches shall **never** single out or accuse a youth of being inadequate or responsible for failure.
- ❖ Coaches **shall** abide by the decisions of board certified doctors and Think Detroit PAL staff as it relates to the health, safety and well-being of the program participant.
- ❖ Coaches **shall** strive to ensure that every Cheerleading activity serves as a training component for program participants.

**PENALTY:**

Violation of any portion of this rule shall result in a class A sanction.

**VII. PARENTAL INVOLVEMENT**

It is the organization's responsibility to inform the parents that while their involvement is welcomed, they must conduct themselves in a courteous and respectful manner when attending or participating in a Think Detroit PAL sanctioned event.

Cheer teams are required to conduct a pre-season parent meeting. Agenda must include:

Parent/Cheer Coordinators Meeting

Registration Packet:

- Refund Policy
- Registration fee & what it covers
- Competition Guidelines
- Cheer Pak (team essentials)
- Disciplinary Procedures/Policy
- Unity Dance required @ Ford Field
- All must attend Competition Event

Entire agenda and attendance sheet must be sent to Think Detroit PAL upon completion of meeting.

## **VIII. HANDLING AND SUBMITTING INSURANCE CLAIMS FOR INJURIES SUSTAINED BY A PARTICIPANT**

The special risk accident policy currently held by Think Detroit PAL will pay benefits subject to the policy terms and conditions, in the event a properly-registered participant is injured while participating in a Think Detroit PAL sponsored event.

This policy is not intended to replace any insurance currently held by a participant or her parents.

The following procedures must be adhered to when submitting claims for injuries sustained by Think Detroit PAL members.

The Cheer Coordinator responsible for the team on which the injured youth participates, shall contact the Cheerleading Commissioner as soon as possible to request an incident report form. The Cheerleading Commissioner or their designee will provide a blank incident report form to the Coordinator or Head Coach, who will be responsible for the following procedures after the Think Detroit PAL participant has received appropriate medical attention:

- ❖ Completing the form in its **entirety**.

- ❖ Ensuring the original is delivered to the Think Detroit PAL Cheerleading Commissioner immediately following the incident; or to the Think Detroit PAL Headquarters Office the next business day.
- ❖ Ensuring the form is filled out correctly and a statement from the coach and/or the parent is provided, if the participant is a minor.

In case the incident requires further medical attention, an accident claim form will be required to be completed and submitted to Think Detroit PAL headquarters. Upon its completion and return to Think Detroit PAL, the accident claim form will be forwarded to the insurance carriers, who in turn, will submit the claim to the underwriters.

NOTE: In no case should the claim be sent to the underwriter by anyone but the insurance carrier as this causes delay in settling claims.

## **IX. FUND RAISING EFFORTS BY INDIVIDUALS AND ORGANIZATIONS**

The Think Detroit Police Athletic League is a non-profit 501(c)(3) Organization.

Any individuals or organizations wishing to raise money for, and/or desiring the assistance of Think Detroit PAL in doing so, must obtain permission from the Think Detroit PAL Board of Directors or Chief Executive Officer. Furthermore, any use of the Think Detroit PAL name or logo for the purpose of fundraising is prohibited, without the written consent of the CEO of Think Detroit PAL or his/her designee.

### **PENALTY**

Violators of the policy will be subject to criminal prosecution and penalty in addition to any other sanctions deemed necessary by Think Detroit PAL. Violation of any portion of this rule shall result in a class A sanction.

## **X. DEMONSTRATIONS**

Under no circumstances will an organization encourage picketing/demonstrating inside or around the Think Detroit PAL offices or a Think Detroit PAL sanctioned event.

### **PENALTY**

Violation of any portion of this rule shall result in a class A sanction.

## **ARTICLE II: LEAGUE RULES OF PLAY**

### **I. AGE AND OTHER ELIGIBILITY RULES**

To be eligible for participation in the Think Detroit PAL Cheerleading Program, a participant must meet the following age requirements for the division in which they wish to participate:

#### **A—TEAM (14 AND UNDER)**

The participant's date of birth must be on or after August 1, 1996.

#### **B—TEAM (12 AND UNDER)**

The participant's date of birth must be on or after August 1, 1998.

#### **C—TEAM (10 AND UNDER)**

The participant's date of birth must fall on or after August 1, 2000.

#### **D—TEAM (5 - 7)**

The participant's date of birth must fall between August 1, 2003 and July 31, 2006, inclusive.

#### **EXCLUSIVE PARTICIPATION:**

A participant who during the months of August through November is carried on the current roster of another team and/or organization (e.g., C.Y.O., High School, Freshman Varsity, Junior Varsity, Senior Varsity, or Recreational League), shall be considered ineligible for participation in the Think Detroit PAL Cheerleading Program.

#### **PENALTY**

Violation of any portion of this rule shall result in a class A sanction.

### **II. GENERAL RULES OF PLAY**

#### **MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION (MHSAA) RULES:**

The Think Detroit PAL Cheerleading Program shall be governed by the rules set forth in MSHAA, except as noted in these Bylaws.

It is the responsibility of each organization to educate their members, fans, and supporters on all rules and regulations pertaining to the Think Detroit PAL Cheerleading Program.

**CHEATING RULE:**

Cheating is strictly prohibited in all Think Detroit PAL Programs.

**STUNT RULE:**

Organizations are prohibited from performing any form of stunt(s) (every cheerleader must have one foot on the ground while in contact with another cheerleader) while participating in a Think Detroit PAL sanctioned event, to include, practices, games, and competitions.

**PARTICIPANT CONTRACT RULE:**

Participants are prohibited from contracting with more than one organization at a time.

Participants wishing to terminate a contract with one organization and enter into contract with another must obtain a release from the first organization with whom they have contracted. Think Detroit PAL must approve all releases.

All releases must be submitted to Think Detroit PAL, in writing, at least 48 hours before the 1<sup>st</sup> game of the regular season.

**PENALTY**

Violation of any portion of this rule shall result in a class A sanction.

**III. PRACTICE REGULATIONS**

Practices shall be limited to four (4) days per week beginning after the first game and continuing throughout the school year.

A full (7 day) week of practices is permitted only for the week preceding the date of the cheerleading competition.

**ADVERSE WEATHER CONDITIONS:**

When weather conditions are so adverse they do not permit outside activity (i.e. extreme heat, thunder storms/heavy rain, snow) practices and games will be cancelled. During adverse weather conditions practices and games may continue at an indoor facility, if available.

**PENALTY:** Violation of any portion of this rule shall result in a class B sanction.

#### **IV. COMPETITION**

Participation in the Cheer Competition shall not be mandatory for participation in the Think Detroit PAL Cheerleading Program.

If a team misses 3 regular season games, they will not be allowed to participate in Cheer Competition for that year (this does not include the day before Cheer Competition).

Registration for teams participating in the cheerleading competition will begin the 2<sup>nd</sup> week of October.

Also, teams will be required to complete a registration form for competition. Those teams that do not complete a registration form will not be allowed to participate in the competition. Cheerleaders must be registered on the official Team Roster in order to compete.

When registering, each team must declare the Level their team will participate in (One or Two) as well as their flex and tumble skill (which is required in Level 1 and Level 2).

Each team is required to have a minimum of 8 cheerleaders and a maximum of 25. If two or more teams are combined for the competition, the resulting team must compete in the age bracket of the oldest team. For example, if B and C teams are combined in order to compete as one team, the resulting team would have to compete in the B Division.

#### **V. AWARDS**

Think Detroit PAL will award one (1) team trophy and twenty-five (25) individual awards for the 1<sup>st</sup> through 4<sup>th</sup> place winners in each level per division.

There will also additional awards given in the categories of:

- Spirit Award (Sportsmanship)
- Best Banner
- Cheerleader of the Year- the cheerleader must be AGING OUT of the program and must submit an essay explaining how Think Detroit PAL has positively impacted their life.
- High Point Award

## **VI. COMPETITION FORMAT**

The competition will consist of two (2) rounds. Each squad will be judged on one (1) cheer and one (1) dance routine.

### **FIRST ROUND:**

The first round is considered the open round. Time will start from the first word or beginning of motion. The time limit is two (2) minutes and time infractions will be imposed as follows:

- ❖ 5-point deduction for 1-5 seconds over; and
- ❖ 10-point deduction for six (6) or more seconds over

Crowd participation (Crowd Lines) is permitted and are encouraged.

When a squad takes the knee position in a cheer they must hand brace, walk down, or sit down. Please review section on competition rule regarding drops. Violations of this rule will result in a 10-point deduction for that round.

The entire team must perform one flex skill (e.g., split, heel stretch) and one team tumble in unison.

The entire team must perform one jump in unison. If multiple jumps are performed the 1<sup>st</sup> jump will be the one scored. Violation of this rule will result in a 10-point deduction for this round.

### **SECOND ROUND:**

The second round is considered the dance round. Time will begin from the first motion or start of the music. The time limit is one (1) minute and fifteen (:15) seconds. Time infractions will be imposed under the same timelines stipulated for round one.

- ❖ 5-point deduction for 1-5 seconds over; and
- ❖ 10-point deduction for six (6) or more seconds over

The entire team must perform the 1<sup>st</sup> jump in unison. Violation of this rule will result in a 10-point deduction.

A Think Detroit PAL representative will be responsible for turning music on and off for all teams.

Cheers and chants are not allowed during the dance but cheerleaders may yell a word or phrase. Violations of this rule will result in a 10-point deduction for the round.

Coordinators or their designees will be responsible for ensuring that the music tapes/CD are turned into the Cheer Commissioner for review by October 5.

Coordinators will be held accountable for ensuring that the music submitted by their organization does not elicit or contain lyrics that include profane and/or obscene language. Violation of this rule will result in that team's forfeiture of the dance round.

## **VII. COMPETITION RULES**

Cheer teams **MUST** be on time for Cheer Competition.

**PENALTY:** Violations of this rule will result in a 20-point deduction for the cheer portion of competition.

Mounts, Drops, Knee Slams, Sit Slams, Body Slams, and Seat Sliders, are not permitted. Drops are defined as falling/dropping forcefully onto the cheering surface and/or into another person.

**PENALTY:** Violations of this rule will result in a 10-point deduction for the round in which the infraction occurred.

Teams must enter and exit the gym floor from the areas designated.

**PENALTY:** Violations of this rule will result in a 10-point deduction.

The use of props (i.e. pom-poms, toys, gloves, banners, costumes, etc.) or any form of special effects anywhere on the cheerleader's uniforms or shoes is prohibited in the cheer and dance rounds.

A uniform change will not be permitted after the teams have entered the gym area. All teams wearing shell tops are required to wear turtlenecks or full body suits underneath.

Jewelry and Hair Beads are prohibited.

**PENALTY:** Violations of these rules will result in a 20-point deduction from the round.

Level I (Basic) and Level II (Advanced) will be differentiated by difficulty of tumbling.

- Level I- Cartwheel, Round-off, Forward Roll, Front Walkover (Only)
- Level II- Balk Walkover, Back Tuck, Back Hand Spring, Ariel, but not limited to cartwheel, round-off, etc.

PENALTY: Violations of these rules will result in a 20-point deduction in the round in which the violation occurred.

## **VIII. TIE SCORES BETWEEN TEAMS**

In the event of tie score between teams the first round score will be used as a tiebreaker. Both teams' original scores will be thrown out and the new scores from the tiebreaker will determine the winning team. (So, if there is a tie for 1<sup>st</sup> place the 2<sup>nd</sup> place team will drop to 3<sup>rd</sup> and the tied teams will have a tiebreaker for the 1<sup>st</sup> and 2<sup>nd</sup> positions.)

At no time will two teams that have tied have a tiebreaker and drop more than one (1) position lower than the tied position. Nor will they move up more than one (1) position. The position that the team tied for is the position they will retain after use of the tiebreaker, unless they lose the tiebreaker.

## **IX. FORMAT FOR MASCOTS/PEP SQUAD AT CHEER COMPETITION**

### **D-TEAM:**

The D-TEAM from each organization will perform a one- (1) minute cheer.

### **PEP SQUADS:**

The Pep Squads will perform a two- (2) minute dance with all the teams combined.

All organizations will be contacted by coordinators for a practice time and place, so that they may collaborate on material that the participants will perform.

## **X. GREETINGS/HALFTIME PERFORMANCES**

All greetings and halftime performances should make opposing teams feel welcomed. Visiting teams should always be given the opportunity to perform first. Greetings should contain an introduction of the team, should wish the opposing team "good luck" within the greeting, and no longer than 30 seconds in length. It is advised that coordinators communicate before game days and discuss "special events" that will alter the normal game day schedule (i.e. homecoming, benefit

games). It is **required** that coordinators review greetings and halftime performances prior to game day.

- ❖ **Do's:**  
Be respectful while opposing team is performing (i.e. smile, congratulate, applaud, etc).

Coaches should introduce themselves before the greeting takes place.

Shake hands after greeting.

- ❖ **Don'ts**  
Disrupt or attempt to distract opposing team while they are performing (i.e. grimace, show offensive body language, throw objects, etc)

Use greetings or halftime performance to intimidate the opposing team.

#### **PENALTY**

Violation of any portion of this rule shall result in a class B sanction.

### **XI. UNITY PERFORMANCE**

ALL cheer organizations must participate in the Unity Performance during the football championship game.

Practice will begin after Cheer Competition. All teams are required to send 5 representatives to the first practice.

#### **PENALTY**

Violation of any portion of this rule shall result in a class C sanction.

**XII. COMPETITION LINE-UP**

**25th ANNUAL  
2011 CHEERLEADING COMPETITION LINE-UP**

- 1. Falcons**
- 2. Jets**
- 3. Dragons**
- 4. Cobras**
- 5. Cowboys**
- 6. Panthers**
- 7. Giants**
- 8. Colts**
- 9. Raiders**
- 10. Patriots**
- 11. Broncos**
- 12. Chargers**
- 13. Titans**
- 14. Saints**
- 15. Cougars**
- 16. Steelers**
- 17. Jayhawks**
- 18. Tigers**
- 19. Rams**
- 20. Vikings**
- 21. Bengals**

**ARTICLE III: DISCIPLINARY PROCEDURES**

## **I. THINK DETROIT PAL VIOLATION CITATION**

The Think Detroit PAL Violation Citation is a violation notice that is prepared by Think Detroit PAL staff when a bylaw violation is observed.

The purpose of the citation is to give immediate notice of noncompliance to the party in violation of the rules. The notice also serves as notice of Think Detroit PAL's intent to investigate the violation further.

A citation may be served on the highest-ranking member of the organization available at that time, or on the responsible party, or any other person duly authorized to represent the organization. A copy of the violation notice shall be delivered to the Think Detroit PAL Cheer Program Supervisor within 24 hours.

The Program Supervisor will ensure that the circumstances surrounding the violation are reviewed and a finding and recommendation for appropriate disciplinary action is provided.

## **II. PROTESTS**

The only protests that will be considered by Think Detroit PAL are those pertaining to participant eligibility and rule interpretation. Scores decided by judges at completion events are final.

All protests must be submitted to Think Detroit PAL, in writing, within two- (2) business days after the protested activity. There will be a \$100.00 fee for each protest lodged (i.e. \$100.00 for each individual named in the protest).

If the protest is substantiated the \$100.00 will be refunded. If the protest is not upheld, the \$100.00 fee becomes a donation to Think Detroit PAL and a receipt will be provided.

## **III. PENALTIES**

Class C sanctions shall include:

1. One game suspension (not being present at the site of the event or game)
2. Suspension from the League immediately for up to 1 year.

Class B sanctions shall include:

1. Suspension from the League for up to 2 years.
2. Forfeiture of competition (coach only not the team)

Class A sanctions shall/may include:

1. Suspension from the League for up to 3 years.
2. Permanent expulsion from the league
3. Forfeiture of competition(s).

Failure to timely comply with any imposed sanction shall be grounds for suspension and/or expulsion from the League.