

IOWA HIGH SCHOOL CHEERLEADING CHAMPIONSHIP

November 1, 2014
Iowa State Fairgrounds, Des Moines

Jacobson Exhibition Center: 9:30 AM for Cheer/Dance Divisions
Varied Industries Building: 8:30 AM for Time Out Cheer & Stunt Group Divisions

COACHES: You are responsible for the information in this packet. PLEASE READ CAREFULLY. All headings are put in alphabetical order for easy reference.

ADMISSION: \$8.00 ALL DAY

Tickets can be purchased at both the Jacobson Center (west end) and the Varied Industries in the South Lobby. We have arranged for spectators to be stamped when leaving through the main entrance at the front of both centers. Fans will be allowed to re-enter at both buildings.

ATTIRE: We expect team members to display an overall appearance conducive to high school student-athletes serving as public representatives of their school in regards to grooming, appropriate attire, conservative make-up, etc. All skirts must remain zipped and buttoned during the entire competition including awards. Coaches please dress nicely.

AWARDS PRESENTATIONS:

Awards will be completed in as timely a manner as possible. Cheerleaders will sit around the outside of the mats during the awards presentation. If receiving a trophy, please send one coach and no more than two cheerleaders to accept it. Please show good sportsmanship during this time.

ICCA will award trophies to the top five teams in each division. The exception will be a division with fewer than ten teams. In that case, trophies will be awarded to no more than half of the teams in the division. If an odd number compete, trophies will be one less than half. Medals will be presented to first and second place team members. In divisions where at least three trophies are given, medals will also be awarded to third place team members.

All first place teams will have their pictures taken with their trophy during the awards ceremony. These pictures will be taken by the professional photographer, and teams will be allowed to purchase them. No fans may take pictures at this time, and no other photos will be taken in the awards area.

BAG STORAGE DURING WARM UP AND PERFORMANCE: Bag storage will be available at the competition. We are limiting bags to **one bag per team**, but are allowing teams with over sixteen cheerleaders to have two bags. No garbage bags are allowed. Please do not bring in pillows, blankets, stuffed animals, balloons, etc. because there is not room for extra items. During team warm up and performance, we will have a place for the team bag(s). It is in the warm up area and there will be workers in the area, but it will not be monitored. ICCA will not be responsible for lost or stolen items; we suggest that coaches carry a small bag containing their team's valuables. While viewing the competition, the team bag(s) must be stowed under the seats in the arena, not on the seats or in the aisles. We recommend that all bags be taken to cars, vans, or buses before entering Jacobson. Purses are allowed for coaches and cheerleaders.

BUS PARKING: Buses may drop off and pick up teams at the southeast Team Entrance on Logan Avenue. There is absolutely NO BUS PARKING AT THE DROP OFF POINT! Once buses have dropped off cheerleaders, they should follow the route to Walnut, and park on Rock Island. Bus drivers will be admitted free when he/she enters through the **pass gate** located at the Jacobson Center southwest door. One driver per school will be admitted for free. **Go to the ICCA website for a map of the fairgrounds and parking area, as well as the bus route for drop off.**

CDs/MUSIC: It is recommended that you bring music on a CD; a duplicate CD MUST be available at the music table in case of lost or damaged CDs. A sound professional will run the music if the coach would like, but must have a school coach next to him/her giving the directions. Please check the website for advice on creating a CD for best results. Teams are responsible for quality music CDs that are easy for the system to read. Teams with scratched or damaged CDs will not be given special compensation if their music fails to work properly. Note that music is 90 seconds maximum for the Cheer/Dance divisions and 60 seconds maximum for the Stunt Group division.

We will allow music on an iPod, but the music should have its own play list. If using this method, coaches will be responsible for starting, pausing, and stopping their equipment. All music or timing errors are the coach's responsibility. The ICCA sound technician will simply connect the coaches' device into the system with an iPod adapter. Coaches should be able to find the music and be ready to play in a timely manner or a delay penalty could apply. We still recommend the music be placed on a CD if the team wishes to warm up with music as no adapters will be available during warm up. **No music on cell phones.**

CHAMPIONSHIP T-SHIRTS: Extra T-shirts will be available during the competition for \$25.00. No extra T-shirts will be ordered after the competition. If your team did not pre-order T-shirts, please advise your cheerleaders to buy their T-shirts early in the day. Pre-ordered T-shirts will be pick up at the Team Entrance Check-In as a team arrives. COACHES should know the pre-order numbers of each size. Numbers and T-shirts sizes should be compared and checked at this entrance. Once the coach signs off that the pre-order is correct, the order is final.

CHANGING ROOM: There are not many restrooms available for changing in the Jacobson Center. We suggest that teams arrive already dressed to compete. To accommodate cheerleaders who travel a great distance, we will be providing a large changing area for females upstairs in the Varied Industries Building. Male cheerleaders may change in the restroom located in this area. Cheerleaders needing to change are asked to use these areas only and not public restrooms. ICCA personnel will be monitoring the changing rooms; only cheerleaders and coaches wearing wrist bands will be allowed entrance. Teams may NOT leave their bags or congregate in the dressing area; **ICCA is not responsible for items left in this area.** This area will open at **7:15 AM and will close when the session in the VI Building is complete.** Entrance requires a wristband. Females only are allowed in this area. We suggest that bags be placed in vans, buses or cars before entering Jacobson as there is not room. Coaches may carry a valuable bag. We understand the desire to check hair and makeup before performing, but as a courtesy to others, please remind cheerleaders that they are not to congregate in restrooms; cheerleaders need to allow the public access to toilets, sinks, and hand dryers.

COACHING DURING PERFORMANCE: Coaches MUST remain AT the music table beside the mat throughout the routine and not distract judges by yelling.

COMPETITION RULES for BOTH VENUES: To be in compliance with the rules, remember to follow all of the NFHS and ICCA/IHSAA Rules (these rules are available on the ICCA website). Coaches are responsible for knowing all rules, not just those concerned with stunting. Teams will receive a 10 point deduction for all rule

violations including **ICCA Championship Rules** listed below. Be sure all rules are being followed BEFORE entering the Warm Up Check In area. These deductions could affect a team's final placement. Deductions are avoidable if teams are following all of the rules.

Teams must also follow rules that are specific to the ICCA State Championships:

- All cheerleaders must have at least one foot on the mat at the beginning of the routine; routines may not begin in a stunt.
- Cheerleaders must walk or spirit quickly onto the mat and position themselves to begin their routine. All team spirit huddles, traditions, or other rituals must take place prior to entering the competition area. Cheerleaders are not to line up on the back of the mat before walking to their places.
- All teams need to exit the performance area immediately following their performance and should refrain from any type of excessive celebrations or organized exits. An ICCA official will guide where to go after exiting.
- Failure to enter and/or exit the performance area in a timely manner or not having music queued may result in a 5 point Delay of Performance penalty.
- A team will not be penalized if a cheerleader accidentally steps off the mat, but will receive a 10 point deduction for intentionally going off the mat.
- A team will receive a 5 point deduction (for each occurrence) if a cheerleader accidentally steps on an item on the mat (poms, signs, etc.). However, if a cheerleader slips while stepping on an item, the team will receive a 10 point deduction.
- Props: see props listed below.
- Routines, including choreography, music selection, and outfitting of cheerleaders must be suitable for family viewing and listening. (Unsuitable choreography includes but is not limited to movements such as hip thrusting and inappropriate touching, gestures, hand/arm movements, and signal, slapping, positioning of body parts and positioning to one another.) Music or words must be suitable for family listening which includes, but is not limited to, swear words and connotations or any type of sexual act or behavior, drugs, mention of specific parts of the body torso, and/or violent acts or behavior. Removing improper language or words from a song and replacing them with sound effects or other words is inappropriate. Deductions will be given for inappropriateness in choreography, music selection, and cheerleader outfitting.

Before emailing legality questions, coaches are expected to check stunt legalities by using the National Federation Rules Book (including the articles under each rule). Coaches should only email if questions still remain about the legality of a stunt or any other component of a routine. These steps MUST be followed.

1. **Email a video** (right side up) of that part of the routine (not the entire routine) to Donna McKay, (jdmckay44@gmail.com).
2. Include the coach's name, school name, school classification, and division entered.
3. Include rule number pertaining to this stunt and a specific question (which part of the rule are you still questioning).

The deadline is **October 17th** for legality questions. (Do not send questions/videos after this date.) This may help prevent deductions on the day of the Championships. The video does not have to be performance quality and should not be the entire routine. If the stunt is determined to be an infraction of the National Federation, ICCA rules, or championship rules the school will be notified immediately. It might be possible that a difficult stunt series could be performed legally at home and performed illegally the day of the championship. We are not telling coaches to take stunts out of routines, but rather realize the complicated nature of some stunts. It's up to the coach to show their team's abilities yet make all stunts (including a series) legal. The coach should

recognize a team's particular ability level and should limit the team's activities accordingly. "Ability level" refers to the team's talents as a whole and individuals should not be pressed to perform activities until safely perfected.

ENTRANCE ON TO MAT (both centers): Please enter in a quick fashion in all divisions. Standing at the back of the mat or waiting for team members to enter will invite a Delay of Performance penalty. Please instruct your cheerleaders to take the mat promptly and quickly. This includes the Time Out Division where the team should gather off to the side of the mat, ready for the buzzer to begin their official entrance.

GROUP STUNT: Scores from the preliminaries will not be carried over into the finals for placement.

HALL OF PRIDE: During your trip to Des Moines, you do not want to miss this fantastic tribute to Iowa High School Activities! The Hall of Pride is located downtown and would be a great experience for your team; the Cheerleading Exhibit has recently been updated. All Iowa school students are allowed free admission!

INJURY/BLOOD: The head judge or safety judge reserves the right to stop a routine due to blood or an obvious injury. In the event that blood or an injury causes the team's routine to be interrupted, competition officials will determine the spot in the schedule where the team will repeat its performance. When returning, a team will perform the routine in its entirety, but will be evaluated **ONLY** from the point where the interruption occurred; all scores and deductions up to this point will carry over. The injured participant may not return to the competition floor until championship officials receive clearance from, first the medical personnel attending to that participant, the parent (if present), **AND THEN** the head coach of the team. If a team prefers not to revise their routine and perform again, the team may take the score they received up to the point of the injury/interruption. If a skill has not been performed, a "0" will be given in that category.

The ICCA will follow the procedures as per the National Federation guidelines found in the 2014-2015 rules book.

INVITATION TO PERFORM AT THE BOYS' STATE BASKETBALL TOURNAMENT: Crowd pleasing routines will receive invitations to perform at the Boys' State Basketball Tournament in March. Schools awarded invitations will be notified as soon as possible following the competition. Teams help entertain the crowds during half time of the Monday through Thursday games. Thanks to the IHSA, this is another opportunity to show case the great talent of Iowa's cheerleaders! If a team accepts this invitation, the team will be expected to perform and not drop out at the last second, since teams will already be booked into the half time schedule. This invitation is an honor and should be taken very seriously.

JUDGING: All performance and safety judges are highly qualified. By participating in this competition, each team agrees that **all scoring decisions, including any deductions, are final and not subject to review**. Please do not approach judges and/or scorers at any time. The scoring rubrics are on the ICCA website. Coaches should be familiar with the rubrics and apply them to their teams' routines.

MVP STUDENT ACHIEVEMENT AWARD: Each school may nominate **ONE** senior cheerleader for this award. This person must be a well rounded person who is involved in many school activities, community activities, community service projects, and is an all around good person. The ICCA website contains more information and nomination forms. **Nominations must be submitted by October 15.** Contact Kristen Morlan with questions at kristenmorlan@gmail.com.

PASS GATE/WORKERS ENTRANCE: The pass gate is on the southwest side of the Jacobson Center. This entrance is for bus drivers, ICCA workers, ICCA guests, and the press. Bus drivers will sign the pass list, and the press will receive a wrist band.

PARKING: There is free parking at the fairgrounds. We have been notified that because of some fairground construction, parking between the Varied Industries Building and Jacobson Center will be limited. Walkways will still be open between the each venues.

PERFORMANCE MATS: Both venues are using cheerleading competition mats. The mat in the Jacobson Center is composed of seven strips measuring 42' wide x 42' long, and the velcro will run vertically or front to back. At Jacobson, teams may place signs, poms, and/or megaphones on the mat before their performance; if placed, these items **MUST BE USED** during their routine. The mat in the Varied Industries Building is composed of five strips measuring 30' wide x 42' long (like a basketball court), and the velcro will run horizontally or left to right. In the Time Out division signs, poms and/or megaphones must be carried on to the mat at the start of the performance and cleared as the team leaves (just like they would during a time out of a basketball game). No other items are allowed on the mats at either venue.

PHOTOS: **NEW THIS YEAR** All teams are REQUIRED to have their team photo taken by the event photographer in the warm up area prior to their performance. To help ease this process, every cheerleader **must** fill out a picture form **BEFORE arriving** at the Championships and return the completed form to the coach. Forms will be checked for completion at Team Entrance Check In upon arrival at the Jacobson and Varied Industries Building along with Medical Release Forms. If forms are not completed when reporting to Team Warm Up, the team will lose warm up time while the forms are filled out. The photo form is attached to this mailing or may be found on the ICCA website.

Tim McConnell, event photographer, will also be taking action shots of those teams who have pre-ordered at least one CD of the shots. No action shots will be taken of teams who have not pre-purchased at least one CD. Teams will be able to order photos at the venue that day or online before the event with a discount at the following link: <http://timmcconnellphotography.com/event/formlist.php>. A booth for Tim McConnell will be in the Jacobson Center's lobby, for the same day photo ordering. Pictures will also be available online at timmcconnellphotography.com, plus the ICCA website will have a link to order pictures. No parents or personal cameras are allowed in the photography areas.

PROGRAMS: Remember your trip to the State Championships! Souvenir programs containing the names of all participants, performance order, and pictures of last year's champions will be sold at the championships. Remind your fans and cheerleaders to purchase this \$2 memento for the day's time schedule and for their scrapbooks.

PROPS (ICCA Championship Rules): Only signs, megaphones, and poms are allowed and must have words or symbols associated with school spirit. For example: "Go-Fight-Win" or school colors. Signs cannot be used in a theatrical manner (e.g., in the shape of guitar, people, etc.). Props (and other items) cannot just "decorate" the floor or be used as markers only. Cheerleaders may NOT break through a sign. Signs are only used to lead cheers. Props must be positioned on the mat; reaching off the mat will result in a 10 point deduction. Props may be discarded off the mats as long as the National Federation rules for discarding props are followed.

ROUTINE LENGTH AND TIMING: The maximum routine length for the Cheer/Dance divisions is two and one half minutes (2 ½). In the **Stunt Groups and Time Out Cheer divisions**, the maximum routine length is one minute. Ten points will be deducted for going over the time limit. **Any team going over the time limit by more than 10 seconds will be disqualified. Timing is by hand held stopwatches; there are two watches on every routine and music section, and the lowest times are used. Coaches are strongly advised to create routines and mix music that will finish a few seconds under the time limit.**

Music is 90 seconds maximum for the Cheer/Dance divisions. Music is 60 seconds maximum for the Stunt Group division. Music is not allowed in the Time Out Cheer division.

Timing will begin with the first organized word, movement, or note of music by the team or individual after they are officially announced. Timing for the Time Out Division will begin with the buzzer. A second buzzer will sound when there are 15 seconds remaining. Cheerleaders and their poms, signs, and megaphones must be off the mat at the end of the minute to avoid going over time.

If a team's performance is interrupted due to a technical or unforeseen error, the coach will have the opportunity to stop the performance and immediately perform the routine again in its entirety. As stated earlier, coaches should have a backup CD with them at the music table. If a music error is caused by the coach, the performance may be stopped and begun again immediately, but timing of the routine will NOT be stopped. In most cases, a time deduction will occur, but a team will not be disqualified. Judging and timing will resume from the point at which the interruption occurred as determined by the judges; all scores and deductions up to this point will carry over.

SCORE SHEET PICK UP: Coaches must pick up score sheets for both performance venues at the Jacobson emcee table immediately following the end of the awards session. It is the coaches' responsibility to pick up the score sheets; they will NOT be mailed to coaches.

SPECTATOR SEATING: For safety reasons, AT NO TIME are cheerleaders OR fans to CLIMB OVER, UP or DOWN the chairs/bleacher seating. Use the aisles to go in and out of seats.

SPECTATOR SEATING DURING TEAM PERFORMANCE: FIVE minute seating is reserved for fans of the CURRENT PERFORMING TEAM ONLY! Fans MUST keep the aisle clear for the videographer and may not move chairs into the aisles. We ask fans to be considerate and follow requests of ICCA officials supervising this area. The area will be cleared after every team performs. Coaches – please make this information available to your fans and understand that these policies are set in place to help make this experience good for all the cheerleaders and fans! Be considerate of each other and let fans watch their team, then leave the area for the next team.

SPORTSMANSHIP: Participating cheerleaders, their coaches, and fans are expected to be good sports at all times, which means supporting not only their school but all participating schools. The ICCA has adopted and will follow the IHSAA expectations for conduct of spectators, participants, and coaches. Any person violating these expectations will be asked to leave the premises. This includes the IHSAA rules of no signs, noise makers, or bare chests in the spectator crowd. Cheerleaders, coaches, and fans are expected to be respectful to ICCA officials and workers. An unsporting act may result in a rules violation as sportsmanship is one of the National Federation Spirit Rules (2-2-1). **Coaches are responsible for sharing this information with cheerleaders, coaches, parents, and fans affiliated with the team.**

SPOTTERS: ICCA is providing spotters from Cheer Stunt Academy to help insure the safety of the performing cheerleaders; these spotters are professionally trained. ICCA still expects teams to perform stunts safely using

their own spotters. The ICCA provided spotters will do their best to stay out the cheerleaders' way; the spotter's job is to be in position to assist, if needed.

TEAM ENTRANCE CHECK IN: All teams, even those performing in the Varied Industries Building, **MUST** check in at the Jacobson Center. **Some teams will be allowed to check in directly with at the VI Building. This information will be published with the schedule.**

- The first teams allowed entrance at **7:15** at the Varied Industries Building are 1A and 2A Group Stunt and Small Time Out Cheer
- The first teams allowed entrance at **8:00** at the Jacobson Center are from 1A and 2A Cheer/Dance.
- Lists of these first teams will be published with the schedule in the next few days.

For all other participants, the Team Entrance door at the VI Building opens at 7:45 AM and the Jacobson Center opens at 8:15 AM.

The **Team Entrance** (signs will be posted outside the door) is on the southeast side of The Jacobson Center on Logan Avenue with the check-in table inside. Two coaches per team will be allowed free of charge. If your school has teams entered in three separate categories, a third coach will be allowed free of charge.

Coaches MUST HAVE the following at the Team Entrance Check In:

- **Completed Emergency Forms for every cheerleader (including alternates)**
- **Completed Picture Forms (*NEW THIS YEAR*) for every cheerleader**
- **List with number and size of T-shirts ordered by team - coaches must check T-shirts and sign off that have received the correct number and sizes**

Additional Education:

- **Wrist Bands** will be issued to the cheerleaders, alternates, and coaches at the Team Entrance. This will allow entrance into Jacobson Center and the Varied Industries Building (including changing area) at any time. Once teams come to safety check, the bands will be cut off and new ones will be issued to the coach. Cheerleaders should put the new ones on directly after the performance. Please do not remove the bands before you enter the Warm Up area. We will only issue the same number of wrist bands as the number we cut off. Cheerleaders will be charged an admission fee if they do not have a wrist band.
- **ALTERNATES:** Unregistered alternates are expected to buy a ticket and sit with the general public. They will not be allowed in the TEAM ENTRANCE, warm up, or in team photos. Registered alternates will be admitted at the TEAM ENTRANCE. They need to be in uniform as a team member and undergo a complete safety check as if they were going to perform. Registered alternates need to stand by or behind their coach during performance.
- If you need to move a cheerleader up to Cheer/Dance from Time Out in an alternate situation, please call Jeanne Ehn as soon as possible for permission.

TIES: In case of a tie in Cheer/Dance division the Motions score, both Difficulty and Execution, will be used as the tie breaker, and the second level will be jumps Difficulty and Execution. In the Time Out division the first level of tie breaker will be Motion Technique, the second level will be Appropriate to Crowd Involvement, and the third level will be Showmanship. In the Group Stunt division the Execution score will be used as the tie breaker, and the second level will be Difficulty.

TIMES: **Varied Industries Building** – Doors open to public at 8:00 AM. Championships begins at 8:30 AM. The Time Out Cheer and Group Stunt divisions will perform in the VI Building during the Early Session. The top five teams in each Stunt Group division with the exception of Coed will perform for the final placement

order at the conclusion. Coed will have the top two perform for placement. The location of the Stunt Group finals will be determined as the schedule is finalized. **Jacobson Center** - Doors open to the public at 8:45 with the Championships beginning at 9:30 A.M. The Cheer Dance Division will perform at Jacobson with 1A and 2A performing first. 3A, 4A, 4A Large, and Coed will perform in the afternoon.

Be sure to review this information with your team. Team check in with warm up times and performance time will be sent in a later email.

TRAINER/EMT: A trainer and/or EMT is available for assistance. The trainer/EMT will notify ICCA staff if, in their opinion, a cheerleader should not perform for his/her health or safety. If the cheerleader goes on to perform, the team will automatically be disqualified. Any cheerleader injured at the competition must be seen by a trainer or EMT. We realize this could be a very stressful situation for a team and coach, but safety is our concern. A team will still be able to perform if a cheerleader is injured and needs to sit out. A team may choose to use an alternate.

VIDEOTAPING: All performances will be recorded and the video rights of the championships rests solely with the ICCA and the video contractor. Pre-competition DVD orders will receive a special discount. There will be a link to Mr. Video on the ICCA website, so DVDs may be ordered online before and after the competition. Mr. Video will have a table with information in the lobby during the competition. In fairness to Mr. Video, we are asking fans and coaches to videotape **ONLY** their own team with handheld cameras (no tripods are allowed). Do not go into the aisle. Violators of this rule will be asked to leave.

WATER and RESTROOMS: To keep the mats dry and the warm up area safe, water should be limited in the warm up area. A small number of water bottles are okay if absolutely necessary. Water must be purchased at Jacobson or the Varied Industries Building. **WARNING:** Should water spill in the warm up area near mats, or if water bottles are left behind, ICCA will ask that water bottles be disposed of before entering warm up at Station 1. Water fountains and restrooms are available just inside of the Varied Industries Building and at the Team Warm Up Check in and Team Entrance Check In. Anyone is welcome to use as needed during warm up; however, we will not wait for performance or moving your team through the warm up sequence. It is the team's sacrifice of time.

PERFORMANCE VENUES

JACOBSON CENTER AND VARIED INDUSTRIES BUILDING

JACOBSON BUILDING

WARM UP CHECK IN:

1) **Station 1 - Report for Warm Up:** Cheerleaders are asked to report to the northeast corner/Station 1 approximately 5 minutes before the team's official safety check time. Teams should be prepared for the safety check when reporting to Station 1. DO NOT bring cheerleaders to Station 1 entrance more than 5 minutes ahead. DO NOT enter through the doors on your own. Please wait for an ICCA staff person before entering. **NEW THIS YEAR:** Coaches should have COMPLETED PICTURE FORMS in hand for each cheerleader. Safety Check time is the master official time. Upon entering doors, teams will immediately given a safety check. If your team arrives late, they sacrifice warm up time.

2) **Station 2 - Safety Check:** A safety check of National Federation safety rules is required of all cheerleaders including alternates. Violations will result in 10 point deductions for each infraction. After the

safety check, teams may place their bags in the Bag Holding Area. This area is unguarded. Each coach may carry a bag for valuables. The ICCA is not responsible for lost or stolen items.

3) **Station 3 - Pictures:** Completed picture forms will be turned into the photographer at this station. All teams are required to have their picture taken for ICCA records. Refer to the PHOTO information in this packet and the picture form on the ICCA website for order information. There is a direct link on the ICCA website. Teams will be able to see the photo taken on championship day in the meet and greet area (west lobby lower level room) of Jacobson.

4) **Station 4 - Stretching:** Teams will have the opportunity to stretch while waiting to be called to the warm up mats. This is a stretch area only. No stunts, jumps, or tumbling will be allowed.

5) **Station 5 - Performance Warm Up Mats:** Teams will be called to Station 5 by an ICCA official for official warm up. Teams will have **10 minutes** to use music and warm up on a competition size mat. This is the only area where you may do tumbling, jumps, stunts, and dance. A boom box will be available for music. Please understand that if your CD doesn't work, it might not be the fault of the boom box; do not become upset with the station monitors. Follow the directions for burning CDs on the ICCA website: www.iowacheercoaches.org.

6) **Station 6 - Holding Area:** Depending on the flow of the competition, your team will either be taken to a set of mats so your team can continue to stretch or to a hall between the warm up area and the Jacobson Building. Your team might end up using both the mats and hall. The purpose of the mats is to make sure stretching is still possible if performance times are behind schedule. Many teams will leave the warm up mat and go directly to the hall.

7) **Station 7 - In the Hole and On Deck:** Teams will enter this area to wait to be announced to perform. There will be two teams at Station 7: In the Hole (moves to On Deck) and On Deck (next to perform). An ICCA official will answer questions, and assist teams immediately preceding their performance. Coaches will be told when to leave and go to the emcee/music table at the front of the mat.

8) **Station 8 - Performance:** Please discuss team entrance on to the performance mat (see Competition Rules) to avoid a Delay of Performance penalty. Coaches are required to stay at the table with the sound technician during their team's performance.

9) **Station 9 - Debriefing:** Following a team's performance, the team will exit the back of the mat on the opposite side from the entrance. An ICCA official will lead the team to a debriefing area where coaches will join them. Cheerleaders will need to put on new wrist bands and pick up bags before leaving the area to meet fans. **DO NOT** meet in the Warm up area. There will be water in this area. (see Water and Restroom note below).

10) **Station 10 - Meet and Greet:** An ICCA worker will guide the team to a room off the west lobby area of Jacobson to meet fans, view their performance video, and see their professional team portrait. Please inform fans that this will be the official meeting area.

Be sure to review this information with your team. Team check-in and warm up times will be sent in a later email.

VARIED INDUSTRIES BUILDING

All teams performing in the Varied Industries Building must first check in at the Team Entrance in the Jacobson Center before reporting for Warm Up. The only exception will be the first 10 performing teams. This information will be sent out with the schedule in a few days.

WARM UP CHECK-IN:

1) **Station 1 - Report for Warm-up:** Teams should enter through the main South Lobby, and wait to be called to the Check-In table by an ICCA official 5 minutes before their official warm up time. The Warm Up

entrance is on the left side of the lobby. Coaches should have completed picture forms for each cheerleader in hand. **Teams should be prepared for the safety check when reporting to Station 1.** No fans will be allowed in this area. There is **no exit** except for emergencies once you enter, but there is an outlet to a restroom for very last minute needs. Safety Check time is the master official time. Upon entering teams will immediately be given a safety check. If your team arrives late, they sacrifice warm up time.

2) **Station 2 - Safety Check:** Upon entering, teams will have a safety check. A safety check of National Federation safety rules is required of all cheerleaders including alternates. Violations will result in 10 point deductions for each infraction.

3) **Station 3 - Pictures:** Completed picture forms will be turned into the photographer at this station. All teams are required to have their picture taken for ICCA records. Refer to the information in this packet and the picture form on the ICCA website for order information; there is a direct link on the ICCA website (<http://timmccconnellphotography.com/event/formlist.php>). Teams will be able to see the photo taken on championship day in the meet and greet area (west lobby lower level room) of Jacobson.

4) **Station 4 - Stretching:** Following pictures, teams will have the opportunity to stretch in a carpeted hallway while waiting to be called to the warm up mats. No stunting or tumbling is allowed in this area.

5) **Station 5 - Warm Up Mats:** Teams will be called to the warm up mat by ICCA officials. Teams will have five minutes to use low volume music and warm up on the mats. Three mats will be divided in half forming a 18' X 21' for warm up. This mat is not the same size as the performance mat, but is intended for warming stunts. Please respect the space others may need for a tumbling warm up. Understand that if your CD doesn't work, it might not be the fault of the boom box; do not become upset with the station monitors. Follow the directions for burning CDs on the ICCA website – www.iowacheercoaches.org

6) **Station 6 - In the Hole and On Deck:** ICCA officials will direct teams to enter the on-deck and holding area to wait to be announced to perform. An ICCA official will answer questions, and assist teams immediately preceding their performance. Time Out teams will gather at the right side of the performance mat (facing the crowd) to wait for their team's announcement and the buzzer to begin.

7) **Station 7 - Debriefing:** Following a team's performance, the team will exit the mat as directed by an ICCA official. Cheerleaders will need to put on new wrist bands before meeting fans.

8) **Station 8 - Meet and Greet:** Please inform fans that they will not be able to meet the teams until they have left the performance area. Teams can view their official photo and performance in the viewing area in Jacobson.

Direct all competition questions to:

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OR

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