

Saskatchewan Cheerleading Association

Provincials Operations Policy



Policy Adopted – November 15, 2018
Revisions in **RED**, approved December 2, 2019



Saskatchewan Cheerleading Association Provincials Operations Policy

Objectives:

- To provide SCA athletes the opportunity to work towards a provincial title in a fun, friendly and spirited environment.
- To act as the climax to the season, allowing teams to prepare for provincials through invitational competitions.
- To award bids to the ICU School Cheerleading World Championships
- To award bids to the University World Cup Cheerleading Championships
- To develop sportsmanship and camaraderie between cheerleading programs across the province.

Provincials Date

Provincials will be held the 3rd or 4th Saturday in March, as dictated by facility availability, other provincial competitions and Easter holidays.

Registration Fees

Registration fees will be set by the Provincials Committee no later than August of the current season. The SCA does not offer “cross-over” rates. Current registration fees are:

- **Early Bird**
 - Demo: \$20/athlete/team
 - Prep/Novice Divisions: \$25/athlete/team
 - All Other Divisions: \$30/athlete/team
- **Regular Rates**
 - Demo: \$25/athlete/team
 - Prep/Novice Divisions: \$30/athlete/team
 - All Other Divisions: \$35/athlete/team
- **Late Rates – as approved by the SCA Provincial Organization Committee**
 - Demo: \$35/athlete/team
 - Prep/Novice Divisions: \$40/athlete/team
 - All Other Divisions: \$45/athlete/team
- Indy: \$45 total
- Duo: \$70 total
- Partner Stunt: \$70 total
- Group Stunt: \$170 total

Admission fees

The cost of tickets will be reviewed annually and set by the provincials committee. Current admission is \$10/individual/session. Children ages five and under are free. Online pre-sale tickets will be limited to 2 tickets per athlete per session and are non-refundable. Pre-sale tickets will be limited, allowing for a minimum of 1/3 of tickets to be sold at the door.

Location

SCA will alternate between holding Provincials in the Northern and Southern regions of the province. This is a way to reduce distance travelled by some teams, and also prevents some teams from always travelling, or never having to travel to Provincials. In order to run a successful competition, it must be held in a centre large enough to accommodate thousands of athletes and spectators. In addition, the venue must include appropriate performance and warm-up areas (consider floor space and ceiling height), ample seating (~1000+), sufficient power for production, additional space for vendors and athlete holding, canteen capabilities and sufficient parking.



Role of the SCA

The SCA is primarily responsible for planning the event itself, providing appropriate personnel, and costs associated with the following:

- Source and secure the event venue
- Secure blocks of rooms at hotel(s)
- Sponsorships and Cheer Village Vendors (in conjunction with hosts)
- Determine registration and admission fees
- Collect and process all team registration
- Coordinate all aspects of the event production
- Secure mats for performance and warm-up areas
- Draft and finalize the schedule of events and performance order
- Secure judges and set the panels
- Provide all judging materials
- Programs, coaches' packages, tags, signage, etc.
- Decorations
- Order tickets/wristbands
- Provide trophies, banners and other awards
- Secure first responders/first aid personnel

Executive members are required to be present for set up, competition, and take down, and be available to oversee operations of the competition and provide assistance if/when necessary. In order to distribute the time and effort required by the SCA board during Provincials, half of the board members will be required to attend the entire set up, and half of the board members are required to attend the entire take down. The distribution will be based on board member availability and location, however an even distribution before and after the event is required. All of the members must be present during the full day(s) of the competition. The SCA will maintain regular contact with the host team as a way to ensure all details are taken care of.

The SCA has final say in decisions pertaining to the event.

SCA Sanctioned Competitions Requirements and Recommendations

Provincials will follow the required elements for a sanctioned competition found in the SCA Sanctioned Competitions Policy. Provincials will also follow the recommendations and guidelines within the policy.

Mats and Set-up Requirements

The warm up area will consist of four stations: a stretch area, a 12'x42' mat dead floor stunt warmup, a 60'x12' sprung mat tumble strip and a 9-mat dead floor with music play-back (if possible). The cheer competition floor will be a 54'X42' full spring floor. If possible, video playback will be offered.

All SCA members with appropriate mats and/or sprung flooring will be contacted and requested to send the SCA an estimated cost for mat rental, via an application form. Mat rentals will be decided based on location, appropriate mat requirements, cost and equality. Depending on cost and availability the mat and sprung floor provider may be asked to provide assistance with moving, set up, and tear down, for an additional cost to the SCA.

Provincials Competition Division and Categories

Provincials will offer all Cheer Canada and/or IASF Cheer divisions as well as Cheer Canada and/or IASF Performance Cheer divisions (pom, hip hop and jazz categories only) to both All-star and Scholastic teams.

Group and Partner stunt, Indys and Duos will be offered at the discretion of the Provincials committee. Group, Partner Stunt, Indy, or Duo routines will be restricted by levels per age divisions. An example of how the divisions might be restricted is a youth athlete can only compete in levels 2 and 3. The committee will create and approve the divisions and levels offered at provincials annually.



Trophies, Banners and Awards

Awards will be given out to all divisions (age and levels/categories) as represented by the chart below. If offered, all group/partner stunt divisions, as well as Indy and Duo divisions awards will follow the chart below and be awarded by level (not age).

Provincial Champ banners will be awarded to All-star Cheer, Scholastic Cheer, All-Star Performance Cheer, Scholastic Performance Cheer, Para, and Special Needs when there is a minimum of two age divisions. Teams who did not place (according to the following awards chart) will have their team names announced with when their division awards start, with the award placings to follow.

Awards Chart:

# of Competitors	Awards
1	1 st
2	1 st
3	1 st & 2 nd
4	1 st & 2 nd
5 and above	1 st , 2 nd & 3 rd

Sponsorships and Cheer Village Vendor

The SCA is responsible for pursuing sponsorships and funding for provincials. In addition, the SCA will secure vendors for the “Cheer Vendor Village” with the help of the host team.

Bids to Host Provincials

Each year the SCA will accept bids to host provincials from member teams. The SCA board will select a team (or teams) based on the following criteria: administrative support for hosting the event (i.e. Principal/Club Owner is aware of & approves of this bid); reasoning given by the club/school as to why they would be a great host; man-power to perform the duties required of the specific host job, creative ideas provided by the host for this competition; access to a venue that must include an appropriate performance and warm-up areas (consider floor space and ceiling height), ample seating (1000+), sufficient power for production, additional space for vendors and athlete holding, canteen capabilities and sufficient parking.

The team(s) who host provincials will receive an honorarium as determined by the SCA prior to asking for host bids. **The honorarium will be set by the SCA budget each year. It is currently paid up to \$3,000.** They will also have the option for one vendor table on the day of the event which can be used for additional fundraising. Fundraisers could include selling items, a raffle, etc. The fundraiser must be submitted at least one month prior to provincials to the SCA board for approval, and obtain appropriate licensing required. ***Host team fundraisers **can not include a 50/50**, the SCA reserves the exclusive right to run a 50/50 during Provincials.

Role of the Host

The provincials Host team's role as a volunteer is to provide volunteer support staff for the set-up and running of the Saskatchewan Provincial Cheerleading Championships. This work is designed to assist the SCA executive in delivering all requirements of the event to all athletes, coaches and spectators.



The host will secure volunteers for various duties throughout the competition, including, but not limited to:

- Running the admissions table
- Team registration table
- Door security (checking for wrist bands)
- Running warm up times
- Directing teams out onto the competition floor
- Managing the fan zone
- Managing the crowd including flow of traffic, sitting, and standing
- Assisting the judges with score sheet running and tabulation
- Supervising the athlete area/room
- Directing traffic between holding, warm-up, performance areas, and exit
- Fundraising (if you are choosing to do additional fundraising)
- Canteen (if available and applicable – sometimes the venue is responsible for this)
- Parking attendants (If necessary)
- Assist SCA executive with securing sponsors and vendors
- Assemble trophies for the event as needed
- Maintain consistent communication with a member of the SCA executive to establish if any additional tasks and roles need to be fulfilled.

Bids to Set Up and Take Down

Each year the SCA will accept bids to complete the Set Up and Take Down at Provincials. These bids will be separate: one to complete Set Up, and one to complete Take Down, however based on availability both bids *may* be awarded to one team.

The team(s) that complete the Set Up and Take Down will receive an honorarium for each part will receive an honorarium as determined by the SCA prior to asking for Set Up and Take Down bids. **The honorarium will be set by the SCA budget each year. It is currently paid up to \$3,000.**

Role of Set Up

- Volunteers are required for the entirety of set up, until it is fully complete
- Assist with transporting and moving sprung floor and mats
- Set up sprung floor, warm up areas, and full-floor at venue
- Set up seating, judges tables, score check, trophies
- Organize athlete area
- Set up admission and coaches check in tables
- Organize and set up cheer vendor village

Role of Take Down

- Volunteers are required for the entirety of take down, until it is fully complete
- Roll up warm up mats and full floor
- Move all mats and sprung floor into trucks at end of the competition
- Assist with transport and moving mats and sprung floor back to original facility
- Clean up of the facility including chairs, signage, tables, garbage, and recycling

Set up checklist

- Competition floor –
 - Ensure proper borders
 - Centers marked (side-side, front-back, middle of mat)
 - Set up in time for ends are flattened
 - Vacuumed
- Panel judges' area –
 - Tables & chairs for each
 - Water
 - Score sheets, tablets, red light, "hit zero" stamp, tablet charging blocks, video camera
 - Marked off from public
- Appeal and Tabulator judges area–
 - Tables & chairs
 - Water
 - Laptop, printer, scanner, appeal forms
- First aid area
 - Access to ice
 - First aid kit(s)
 - Sign
- Warm up facility
 - 4 Matted stations
 - Performance order on walls
 - Path to competition area clearly marked
- Rooms
 - Athlete Area
 - Judges/Executive room
 - Volunteer Room
 - Signs on each
 - Are rooms locked? Who has keys?
- Registration
 - Table & chairs
- Pens
- Coaches packages prepared
- Coaches tags
- Master list
 - Team room numbers
 - Teams still owing \$
- Hosts to take teams to rooms
- Admissions/Door
 - Table/chairs
 - Cash box (SCA)
 - Float (SCA)
 - Wristbands/tickets
 - Programs
- Decor (provided by SCA)
 - Trophy table
 - Banners
 - Production
 - Sponsor signs (if any)
- Signs
 - Team doors – team name
 - Judges/tabulators room
 - Direction signs @ front door to guide teams/spectators
 - Point to admissions, registration, spectator entrance, warm up gym
 - Signs leading teams to warm up gym and main gym from rooms.
 - Bathrooms?
 - Volunteer room
- Sound/MC
 - Table & chairs
 - Test sound
 - MC script



ICU School Cheerleading World Championships Bids

The SCA will be offering **two school world Bids**, one for cheer and one for performance cheer at the **SCA Provincial Championships** held on March 21, 2020. The SCA is eligible to award one “Paid Bid” (covering the cost of hotels, competition fees, transport to, and entry into the Disney World Parks and Resort) for the 2021 ICU School World Cheerleading Championships and one “Paid Bid” for the 2021 ICU School World Performance Cheerleading Championships (DANCE).

GENERAL INFORMATION

Eligible Divisions

SCA/CCI Divisions	ICU – Varsity Divisions	ICU – Non Tumbling Divisions*
Cheer Grades 9-12 - All Female - All Gender - Non-tumbling	- Small Varsity -5-12 female members - Medium Varsity -13-16 female members - - Large Varsity – 17-20 female members - Super Varsity- 21-30 female members - Small Varsity Coed -5-20 members (1-4 males) - Medium Varsity Coed -21-25 members (4- 7 males) - - Large Varsity Coed - 21-30 members (8 males or more)	- Small Varsity Non Tumbling -5-12 members (0-2 males) - Medium Varsity Non Tumbling -13-20 members (0-2 males) - - Large Varsity – 21-30 members (0-2 males) - Super Varsity Non-Tumbling: 21-30 athletes, (0-2 males)
Performance Cheer (Dance) Senior High Grades 9-12 - Pom - Hip Hop	Coming Soon! Visit www.cheerunion.org for updates	

*The Non Tumbling division will prohibit all tumbling, except for inversions into load in positions, stunts, and pyramids.

Competitors’ Age

Because the Bids are given out nearly a year in advance, it is expected that some athletes will win the Bid but will be unable to attend in the following season. All teams who are awarded a Bid are expected to follow all SCA and Cheer Canada policies and regulations.

Replacements/Substitutions at Bid-Qualifying Events

All athletes competing at the SCA Provincial Championships (the bid-qualifying event) must be listed on the official roster submitted to the SCA at the time of registration. Should a team need to make any substitutions before competing at the SCA Provincial Championships, they must inform the SCA a week in advance.

The 2021 ICU School Cheerleading Worlds Full Bids

The **cheer** Full Paid Bid is awarded to the best team in one or more of the Worlds divisions for the 2021 ICU School Cheerleading Worlds qualifying event. The **dance** Full Paid Bid is awarded to the best team in one or more of the Worlds divisions for the 2021 ICU School Performance Cheerleading Worlds



qualifying event. The SCA has the discretion to select the divisions and determine the process by which the bids are awarded.

The teams awarded a Paid bid will have their hotel costs, competition fees, transport between the Orlando airport and the Disney World Parks and Resort covered by the ICU. Additional expenses incurred, such as flight costs, meals, and souvenirs, will be the responsibility of the teams.

Bid Receiving Requirements

A cheer team that receives and accepts a 2021 ICU School Cheerleading Worlds bid may compete at the 2021 ICU School Cheerleading Worlds in the same division they competed in at the qualifying event where their bid was awarded (**SCA Provincial Championships** held on March 21, 2020).

A dance team that receives and accepts a 2021 ICU School Cheerleading Worlds bid may compete at the 2021 ICU School Performance Cheerleading Worlds in the same division they competed in at the qualifying event where their bid was awarded (**SCA Provincial Championships** held on March 21, 2020).

Teams Attending Worlds Requirements:

- Must represent a High School, or similar organization in the province of origin
- Must have Certified Coaches by a recognized Cheer Coaching Certification program

Timing Requirements for Bid Acceptance

“Paid” bid winners must accept the bid in writing to the SCA. The acceptance must be emailed to executivedirector@sca.ca within **thirty** days after the SCA Provincial Championships. This means each team will need to have made up their minds prior to the SCA Provincial Championships about whether they are going to accept the bid should they receive one. Should a team already have been awarded a bid to the 2021 ICU School Cheerleading Worlds/2020 ICU School Performance Cheerleading Worlds, decline acceptance of a “Paid” bid, or fail to accept the “Paid” bid by the thirty-day deadline, that bid may be transferred to an alternative team at the SCA’s discretion.

ADJUDICATION

Judging Panel

The judging group will consist of: The Head Judge, a minimum of three SCA certified panel Judges, and two Safety Judges. All will be involved in the final decision regarding the awarding of Bids.

Score Sheet

Cheer Canada score sheets will be used for both Cheer and Dance scoring as well as when awarding the Bids. Teams should be aware that the 2021 ICU School Cheerleading Worlds and the 2021 ICU School Performance Cheerleading Worlds will be using ICU Score Sheets and rules. These can be found on the ICU website.



University World Cup Championships Bids

The SCA will be offering **up to FIVE 2021 University World Cup Cheerleading Championships Bids** at the **SCA Provincial Championships** held on March 21, 2020. The SCA is eligible to award TWO “Partial Paid Bids” (covering the cost of hotels, competition fees, and entry into the Disney World Parks and Resort) for the 2021 University World Cup Cheerleading Championships (UWCC) – One for cheer and one for performance cheer (dance). The SCA is also eligible to award up to an additional three at-large bids for cheer and/or performance cheer.

GENERAL INFORMATION

Eligible Divisions

SCA/CC Divisions	ICU – Team Cheer Divisions	ICU – Game Day
Post Secondary (University/Community College/ Polytechnic) <i>Advanced</i> - All Girl - Small Coed (1-4 males) - Large Coed (5+ males) <i>Premier</i> - All Girl - Small Coed (1-4 males) - Large Coed (5+ males)	<i>University Elite</i> - Team Cheer All Girl (max 20 female athletes) - Team Cheer Small Coed (1-4 males, max 16 athletes) - Team Cheer Large Coed (5-9 males, max 16 athletes) - Team Cheer Super Large Coed (up to 13 males, max 24 athletes) <i>University Premier</i> - Team Cheer All Girl (max 20 female athletes) - Team Cheer Small Coed (1-4 males, max 16 athletes) - Team Cheer Large Coed (5- 9 males, max 16 athletes) - Team Cheer Super Large Coed (up to 13 males, max 24 athletes)	- Team Cheer All Girl (max 20 female athletes) - Team Cheer Small Coed (1-4 males, max 16 athletes) - Team Cheer Large Coed (5-9 males, max 16 athletes) - Team Cheer Super Large Coed (up to 13 males, max24 athletes)
Performance Cheer Post Secondary <i>All Gender</i> - Pom - Hip Hop	- Team Cheer Pom - Team Cheer Hip Hop - Team Cheer Open	- Performance Cheer

Competitors’ Participation

All Non-USA Participants must be compliant with their country’s official University sports eligibility requirements, as it pertains to standard university international competition, including proof of student identification of the respective educational institution represented as required. All teams who are awarded a Bid are expected to follow all SCA and Cheer Canada policies and regulations.

Replacements/Substitutions at Bid-Qualifying Events

All athletes competing at SCA Provincials 2020 (the bid-qualifying event) must be listed on the official roster submitted to the event producer at the time of registration. Should a team need to make any substitutions before competing at the SCA Provincials 2020, they must inform the SCA a week in advance.

The 2020 University World Cup Cheerleading Championships Bids

Partial Paid Bids are awarded to the highest-scoring CHEER team and the highest-scoring PERFORMACE CHEER team in one or more of the divisions listed above for the 2021 UWCC qualifying



event. The SCA shall be awarding the bids, and therefore has the discretion to select the divisions and determine the process by which the bids are awarded.

The highest scoring Performance Cheer team and the highest scoring Cheer Team shall be presented with the Partial Paid Bids in their respective categories, unless that team has opted out or is ineligible, in which case, the bid will be passed down to the next highest scoring team.

The teams awarded a partial paid bid will have their hotel costs, competition fees, and transportation between the Orlando airport and the Disney World Parks and Resort covered by the ICU. Additional expenses incurred, such as flight costs, meals, and souvenirs will be the responsibility of the teams.

At the discretion of the SCA, up to three additional at-large bids **may** also award for the 2021 UWCC. Teams awarded this bid will be responsible to cover all expenses including hotel costs, competition fees, transportation in Orlando, flight costs, meals, and souvenirs.

Following the awarding of the partial paid bids, the next three highest scoring performance cheer OR cheer team shall be presented with an at-large bid in their respective categories, unless that team has opted out or is ineligible, in which case, the bid will be passed down to the next highest scoring team.

Bid Receiving Requirements

All eligible teams competing at SCA Provincials 2020 MUST complete the **UWCC Bid Acceptance Form** as an acceptance or declination for receiving a bid to the 2021 UWCC. The SCA will send this form to all eligible teams upon registration for SCA Provincials 2020.

Teams that receive and accept a 2021 UWCC bid may compete at the 2021 UWCC in the same division they competed in at the qualifying event where their bid was awarded.

Teams Attending UWCC Requirements:

- Must represent a Post Secondary Institute in the province of origin
- Must have Certified Coaches by a recognized Cheer Coaching Certification program

Timing Requirements for Bid Acceptance

Partial Paid bid winners must accept the bid in writing to the SCA. The acceptance must be emailed to executivedirector@sca.ca within **thirty** days after the SCA Provincial Championships. This means each team will need to have made up their minds prior to the SCA Provincials 2020 about whether they are going to accept the bid should they receive one. Should a team already have been awarded a bid to the 2021 UWCC, decline acceptance of a partial paid bid, or fail to accept the partial bid by the thirty-day deadline, that bid may be transferred to an alternate team at the SCA's discretion.

ADJUDICATION

Judging Panel

The judging group will consist of: The Head Judge, a minimum of three SCA certified panel Judges, and two Safety Judges. All will be involved in the final decision regarding the awarding of Bids.

Score Sheet

Cheer Canada score sheets will be used for scoring as well as for awarding the bids. Teams should be aware that the 2021 UWCC will be using ICU Score Sheets and rules. These can be found on the ICU website.