



FIELD AND OTHER CORPORATION-SPONSORED TRIPS OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST FORM

Board Policy #C500

Date: April 09, 2026

Name of Organization: Varsity Cheerleading

Dates of the Trip: June 18, 2026- June 20, 2026

Location of the Trip: Anderson University UCA Cheer camp

Overnight Accommodation Information: Dorms at AU

Name of Hotel: Location will be announced in early June

- Address: Smith Hall- Anderson University 1100 E 5th St, Anderson, IN 46012
- How will students be accommodated? 2 athletes per room
- How will chaperones be accommodated? 1 coach per room
- Other details:

Door checks nightly, in room by 10:30, lights out at 11. Sign off with UCA Staff

Name of Tour Group/Travel Company if applicable:

- Contact Name from group:

Transportation:

(school buses must be within 200 miles of school unless other transportation is authorized)

Has a Transportation Bus Request been submitted and approved by Transportation: Requested via Athletics

Cost: 389.00

- Will the cost be paid by the organization or parents/guardians? Parents
- In case of cancellation will refunds be made to parents/guardians? Yes, partice if before 30 days

Reason for the Trip: UCA Cheer camp

Itinerary:

Chaperones: Jordan Sell, Spenser Taylor

(Expanded Criminal checks on file for Chaperones)

- Teacher/Sponsor: All teachers and coaches
- Parents:
- Tour Director:

Medical Releases/Parent Permissions on file: Through Varsity

Safety and Supervision Provisions: See attached

Sponsor Signature: Jordan Sell

Principal Signature: Brooke Champ

Superintendent/Administrator Signature:

School Board Approval Date:

Varsity Spirit Camp Rules

Any person attending camp must read and abide by the camp rules set forth by Varsity Spirit, as well as the rules of the camp location. Violation of these rules may result in an individual(s) and/or the entire squad's dismissal from camp. School officials may also be contacted pertaining to rule violations. Anyone dismissed from camp is not eligible for a refund.

Supervision Requirements

Day Camps (Non-Overnight Camps)

- One authorized Adult in Charge (coach, sponsor, another school employee, parent authorized to be the team chaperone, etc.) per team, 21 years of age or older, must always attend camp with participants (except Drum Majors) unless the venue requires a more restrictive minor to adult ratio.

Overnight Camps

- **Authorized Adult Supervision Requirement:** Varsity Spirit requires a **1:10 authorized adult** (coach, sponsor, school employee, or parent chaperone) to participant ratio. All authorized adults must be 21 or older, have an active USA Cheer/Dance Membership, and be registered for the camp through Varsity Spirit. This applies unless the venue requires a more restrictive minor to adult ratio. Drum Majors are exempt from this requirement.
- **During Instructional Camp Hours:** Each team must always have one authorized adult in charge present with participants. Varsity Spirit's instructional and administrative staff will also be present to ensure compliance with Varsity Spirit's required supervision ratios. For teams with over 30 participants, at least two authorized adults are required.
- **Outside Instructional Camp Hours:** Varsity Spirit's supervision requirement (1:10 authorized adult-to-participant ratio) must be maintained during all times other than instructional camp hours, including commuting, dining, accommodations, and open practice. If campers are staying overnight, the authorized adult(s) must also stay overnight onsite.

General Camp Rules

- Participants must be in attendance and on time for all classes and camp functions.
- Walk in groups of two or more, with an Authorized Adult present
- Attendees are required to always wear their camp identification (where applicable at certain locations and will be provided at check-in).
- Varsity is not responsible for lost or stolen items. Valuables should be left at home.
- Attendees may only use cameras, imaging, and digital devices in areas where privacy is not expected.
- If an emergency occurs, dial 911 or contact the appropriate emergency number for your location and notify a member of Varsity Event Administration immediately.
- Attendees must obtain permission from Varsity Event Administration prior to hanging signs and decorations.
- Participants may only ride in cars while at camp with prior approval by the Authorized Adult and Varsity Event Administration.
- An Authorized Adult must accompany any minor who leaves camp for any reason. The Authorized Adult should contact a member of Varsity Event Administration prior to an athlete leaving camp for any reason.
- Prohibited conduct includes but may not be limited to:
 - Bullying, initiations, or hazing of any kind.
 - Smoking, vaping, and/or the use or possession of alcohol and/or other illegal substances including hemp and THC.
 - Fireworks, guns, and/or other weapons.
 - Crossing personal, physical, and other boundaries in a way that could reasonably be seen as harmful to others' mental, emotional, or physical well-being.
 - Cheering, chanting, stunting, tumbling, or dancing in areas not specifically designated for instructional classes and practice.
 - Jewelry of any kind during class at cheer camps.

- Running, horseplay, or unnecessary noise in the dorm/hotel/dining facility.
 - Use of glitter, silly string, confetti, or any similar substance/material.
- Varsity maintains a zero-tolerance policy for aggressive or abusive behavior toward all camp attendees, employees of the venue, and Varsity Spirit staff. Such behavior may result in discontinuation of services/camp.

OVERNIGHT/HOTEL/RESORT CAMP RULES

- All windows must remain closed in the air-conditioned dorms/hotels. In dorms/hotels without air-conditioning, windows may be left open, but screens must be left on. Do not lean out of the windows.
- Any damage to the dorm/hotel will be charged to your group. Leave your room in the same condition as you found it, including the placement of furniture.
- Evening hours requirements:
 - 10:00 – on the appropriate floor assigned to squad/team
 - 11:00 – in bed and lights out
 - Athletes may not leave their room once team checks have been completed.
- Keep doors locked when you leave the room and when you are in the room.
- Do not prop doors open or open doors for individuals that do not have a key, code, etc.
- No one of the opposite sex is allowed in the sleeping rooms.
- Lost or unreturned room keys/cards will be charged to the team/individual.
- For the safety and privacy of all camp attendees, participants should not fraternize with other groups not associated with camp (this includes going to other area(s) of the housing complex or facility).
- Participants may not leave the instruction facilities during classes without approval and accompaniment from the Authorized Adult, who must then notify Varsity Event Administration.
- If an off-site facility is used for classes, the Authorized Adult is responsible for participants while traveling to and from the off-site facility.
- The Authorized Adult is responsible for visually ensuring all athletes are accounted for and checked into their assigned overnight accommodations.
- Meal deliveries cannot take place after 10pm. The Authorized Adult must accompany athletes to pick-up any meal deliveries.
- Athletes are expected to be appropriately dressed throughout camp, especially in public areas.
- All camp attendees, including children of coaches, regardless of age, must be registered attendees.
- The Authorized Adult must always be visually distinguishable.
- Door decorations of any type are not permitted in hotels and resorts.
 - University and Campgrounds: Prior to hanging any signs, check with the location for approval and the type of tape that can be used.
 - Do not hang anything from the ceilings, block any emergency related features, or the emergency water sprinklers.
 - Use of glitter, confetti, or similar decorations is prohibited



2026 3-Day Overnight Traditional Camp (AB)

CAMP LOCATION & CAMP DATES



Day 1		Day 2		Day 3	
9:00a - 12:00p	Registration	Breakfast		Breakfast	
12:30p	Coaches' Quick Meet!	8:30a	A Team Leader Check-in/ Warmup/ Material Review / Stretching, Flexibility & Jump Class & Coaches' Meeting #2	8:30a	Optional Open Practice
1:00p	Opening Staff Demo, Meet your Team Leader & Squad Credentialing (Roadmap)!	9:00a	L Coaches' & Captain's Goal Setting	9:00a	Team Time w/ Team Leader
1:30p	S Safety Awareness & Stunt Qualification w/ Team Leader	9:15a	A Stunt & Troubleshooting Class #2	9:30a	E Camp Routine Championship
1:45p	C/E Group A: Motion & Spirit Prop Workshop / Game Day Class: Sidelines / Camp Dance & Coaches' Meeting #1	10:00a	L/R Group A: Team UCA & FNL Frenzy w/ Game Day Jams! & Coaches' Optional Roundtable	10:15a	C/E Sideline & Cheer Championship
	S/A Group B: Spotting Seminar / Stunt & Troubleshooting Class #1	C Group B: Cheer Private Coaching		11:00a	E Squad Credentialing Presentation & Material Showcase - NEW!
2:45p	Switch Groups	10:45a	Switch Groups	11:15a	Senior Recognition Ceremony
3:45p	C Group A: Sideline Private Coaching	11:30a	Lunch	11:30a	B Final Awards & Pin it Forward
	A Group B: Motion Technique Class / Team UCA & Squad Credentialing	1:00p	S/L Coaches' Stunt Workshop & Captain's Leadership Training		
4:15p	Switch Groups	1:15p	C/E Sideline & Cheer Evaluations		
4:45p	L Senior Social & Material Review	1:45p	L Group A: Squad Leadership Training & Squad Credentialing		
5:00p	Dinner	A Group B: Custom Skills 1:1 Private Coaching - NEW!			
6:45p	A Pyramid Class #1	2:15p	Switch Groups		
7:45p	C Game Day Class: Cheers	2:45p	L/B Group A: Team Unity & St. Jude		
8:30p	Team Leader Meetings & Daily Awards	E Group B: Camp Routine Private Coaching			
	New Coaches' Q/A	3:30p	Switch Groups		
		4:15p	Gatorade Break		
		4:30p	B All-American Tryouts		
		5:00p	Dinner		
		6:45p	Team Time w/ Team Leader		
		7:15p	E Camp Routine Evaluations		
		7:45p	A Jump Off		
		8:00p	R Spirit Night!		
		8:30p	B Daily Awards & Pin it Forward		
			Final Coaches' Q/A		

Camp Information
HCM:
HI:
Location:
Dining:
Camp Store: