



Policy & Procedures Book

Micaela Volker

Owner/Head Coach

320-304-2430

main.st.atheltics@gmail.com

9-01-2026

Main Street Athletics L.L.C.

117 Main Ave West, Hoffman, MN 56339

Phone: 320-986-5005

I. General Rules & Safety Procedures

Here at Main Street Athletics L.L.C. We have set policies and rules in place to ensure the safety of our athletes, staff, members, and spectators. We expect all people involved with Main Street Athletics L.L.C. to abide by the following gym rules and safety procedures.

Failure to do so may result in the loss of privileges and/or possible suspension or expulsion from the program.

A. Follow proper dress code (see Dress Code section II.)

B. No food or drink allowed on Mats (gum & candy included)

C. BE SAFE

a. Follow Directions

b. Use a Walking pace inside the facility (unless instructed otherwise)

c. Stretch & Warm Up before practice or any tumbling or jumping

d. Be aware of your surroundings

e. Only use equipment when instructed to

D. No shoes or socks on equipment (with exception of Cheer Shoes)

E. Treat Others with Kindness & Respect

F. Strive to represent yourself and Main Street Athletics in a positive manner. (See Conduct Policy section III.)

G. Athletes are to wait inside until their ride arrives.

Main Street Athletics L.L.C. is not responsible for athletes outside of gym doors.

Main Street Athletics L.L.C.

117 Main Ave West, Hoffman, MN 56339

Phone: 320-986-5005

Dress Code Policy

Main Street Athletics is committed to providing a safe, comfortable, and respectful training environment. Athletes are expected to wear appropriate athletic clothing that allows them to safely and comfortably participate in all activities.

General Requirements

- Classes at Main Street Athletics are **coed**, and athletes should dress appropriately for a shared training environment.
- Many activities, including tumbling and cheerleading, involve **going upside down, lifting, stretching, and other movements**. Athletes must wear appropriate undergarments that provide adequate coverage during these activities.
- Athletic clothing must be clean, comfortable, and appropriate for movement.
- Clothing should allow coaches to safely observe and assist with proper technique.
- Appropriate athletic shoes should be worn when required for a specific class or activity.
- Long hair should be secured away from the face when necessary for safety.
- Jewelry and accessories that could cause injury should be removed before participation.
- Clothing with inappropriate, offensive, vulgar, or discriminatory words or images is not permitted.

Cheer & Tumbling

Athletes should wear fitted athletic clothing such as leggings, shorts, athletic pants, T-shirts, tank tops, or sports bras with appropriate coverage. Clothing should remain secure during movement and should not expose the athlete's undergarments or private areas when bending, stretching, tumbling, or going upside down. Cheerleaders are to wear cheer shoes. Tumbling requires bare feet or cheer shoes.

Hygiene

Athletes are expected to arrive clean and wear clean training clothes. Deodorant is encouraged when appropriate. Athletes should practice good personal hygiene to help maintain a clean and comfortable environment for everyone.

Non-Compliance

Coaches and staff may ask an athlete to make clothing adjustments or change clothing when attire presents a safety, coverage, or appropriateness concern.

Parent Code of Conduct

Main Street Athletics believes parents and guardians play an important role in creating a positive, respectful, and supportive environment for all athletes. By enrolling an athlete with Main Street Athletics, parents and guardians agree to the following expectations:

Respectful Behavior

Parents and guardians are expected to treat athletes, coaches, staff, volunteers, officials, and other families with respect and courtesy. Harassment, bullying, threats, discrimination, or disrespectful behavior will not be tolerated.

Positive Support

Parents should encourage and support their athletes without placing unnecessary pressure on them. Coaching decisions, training methods, and skill development should be left to the coaching staff.

Communication

Concerns should be addressed respectfully and directly with the appropriate coach or staff member. Parents should not confront coaches, athletes, officials, or other parents during practices, performances, or competitions.

Facility Expectations

Main Street Athletics L.L.C.
117 Main Ave West, Hoffman, MN 56339
Phone: 320-986-5005

Parents and guardians are expected to follow all Main Street Athletics facility rules and respect designated viewing areas, equipment, and restricted areas. Parents should not enter the training area unless authorized by staff.

Social Media

Parents and guardians should use good judgment when posting about Main Street Athletics, its athletes, coaches, staff, and families. Posts containing bullying, harassment, threats, inappropriate content, or information intended to harm another person or Main Street Athletics will not be tolerated.

Alcohol, Tobacco & Drugs

Alcohol, illegal drugs, and tobacco or vaping products are not permitted in the facility or during Main Street Athletics activities where prohibited by law or facility policy. Parents should never attend activities while impaired.

Athlete Safety

Parents must provide accurate emergency and contact information and notify Main Street Athletics of any changes. Parents are expected to follow all safety, emergency, pickup, and attendance procedures.

Consequences

Main Street Athletics reserves the right to address violations of this Code of Conduct.

Depending on the situation, consequences may include a verbal or written warning, removal from the facility or event, suspension of facility privileges, or termination of participation in Main Street Athletics programs.

Our goal is to work together to provide every athlete with a safe, positive, respectful, and encouraging environment.

Parent Class Observation

Parents are encouraged not to remain in the facility during their athlete's class. Our new facility has an open layout without a designated parent viewing area, and we have found that parent presence can sometimes become a distraction for athletes and coaches.

We also want to create an environment where athletes feel comfortable building trust with their coaches, asking for help, and developing independence. Our goal is for athletes to know that their coaches are there to support and encourage them through challenges both inside and outside of the gym.

Parents who choose to remain in the facility are welcome to do so, but we kindly ask that you be mindful of the classes taking place. Please use **library voices** and avoid conversations or activities that could distract athletes or interfere with coaching.

Athlete Code of Conduct

Main Street Athletics is committed to providing a safe, positive, and respectful environment for all athletes. Athletes are expected to represent themselves, their teammates, and Main Street Athletics in a positive manner.

Respect

Athletes must treat coaches, staff, teammates, officials, volunteers, parents, and other participants with respect. Bullying, harassment, discrimination, threats, fighting, or inappropriate language will not be tolerated.

Sportsmanship & Teamwork

Athletes are expected to demonstrate good sportsmanship, encourage teammates, work cooperatively, and show respect whether they win or lose.

Attendance & Participation

Athletes are expected to arrive on time, be prepared for class or practice, participate to the best of their ability, and follow attendance policies. Athletes should not attend when they are sick or have missed school due to illness.

Following Instructions

Athletes must listen to and follow the instructions of coaches and staff. Athletes are expected to

use equipment safely and remain in designated areas.

Facility & Equipment

Athletes must respect Main Street Athletics' facility, equipment, and property. Equipment should be used properly and returned to its designated location after use.

Appropriate Behavior

Athletes are expected to maintain appropriate behavior and language while at Main Street Athletics, at competitions and events, and while representing Main Street Athletics away from the facility.

Social Media

Athletes should use good judgment on social media and should not post, share, or participate in content that is threatening, bullying, discriminatory, inappropriate, or harmful to another athlete, coach, staff member, team, or Main Street Athletics.

Consequences

Violations of this Code of Conduct may result in a verbal warning, removal from an activity, parent/guardian notification, suspension, or dismissal from a Main Street Athletics program, depending on the severity of the situation.

Our goal is to help every athlete grow in skill, confidence, teamwork, responsibility, and respect while maintaining a safe and positive environment for everyone.

Main Street Athletics L.L.C.
117 Main Ave West, Hoffman, MN 56339
Phone: 320-986-5005

Payment Policy

Main Street Athletics requires tuition and fees to be paid according to the payment schedule selected at registration. By registering for a class, team, camp, or other program, the parent or guardian agrees to the following payment expectations.

Tuition & Payment

- Tuition is due on the **1st of each month** unless otherwise stated.
- Families may choose from the payment options offered during registration.
- Full-session payment discounts, when offered, must be paid by the stated deadline to receive the discount.
- Registration fees, apparel, competition fees, camps, clinics, and other additional charges are due by the deadlines provided.
- Families are responsible for ensuring payments are made on time, regardless of attendance.

Late or Unpaid Payments

Accounts with unpaid balances may be subject to a late fee or other applicable charges. Main Street Athletics may restrict participation or suspend enrollment when an account becomes past due.

Missed Classes

Tuition is based on enrollment in a class and **is not reduced or refunded for missed classes.**

Make-up opportunities, when available, are subject to Main Street Athletics' Attendance and Make-Up Policy.

Withdrawals & Refunds

Families must notify Main Street Athletics of an athlete's withdrawal from a program. Refunds, credits, or adjustments will be handled according to the specific program's registration and withdrawal terms.

Payment Information

Parents and guardians are responsible for keeping their payment and contact information current and notifying Main Street Athletics of any changes.

Main Street Athletics reserves the right to update tuition, fees, payment schedules, and payment policies as needed. Families will be notified of applicable changes.

Class Cancellation & Make-Up Policy

Main Street Athletics understands that classes may occasionally need to be missed or cancelled. When eligible, athletes will receive a **Make-Up Token** through the Full Out App that may be used to attend another class appropriate for the athlete's skill level.

Make-Up Tokens

Make-Up Tokens are issued through the Full Out App when an athlete misses an eligible class or when Main Street Athletics cancels a class. Each class will have at least one additional class time available during the week whenever possible. Make-Up Tokens are an opportunity to attend another class and **do not constitute a refund or tuition credit**.

Scheduling a Make-Up Class

Parents can schedule a make-up class through the Full Out App:

1. From the **Family Page**, select the individual athlete.
2. If the athlete has an available make-up, a button will appear showing “**# of Make-Up Classes Available**.” Select this button.
3. Available make-up tokens will be displayed. Select an eligible class that meets the make-up requirements and save the selection.
4. The make-up class will appear on the athlete's page under **Sign Ups** and on the parent's calendar.

Make-up classes are subject to availability and the rules established for each class.

Weather Cancellation

Main Street Athletics L.L.C. will follow the weather cancellation decisions of **School District 2342 (West Central Area Schools)**.

If School District 2342 cancels school or after-school activities due to weather, **all Main Street Athletics classes and activities for that day will also be cancelled.**

Full Out accounts will receive an eligible Make-Up Token for the cancelled class.

Cancellation by Staff

If a coach is unable to attend class due to illness or personal reasons, Main Street Athletics will make every reasonable effort to provide a qualified substitute coach.

If neither the scheduled coach nor a substitute is available, the class will be cancelled and Full Out accounts will receive an eligible Make-Up Token.

Notification

When possible, parents will be notified of class cancellations through the Full Out App and/or other Main Street Athletics communication methods.

Privacy Policy

Main Street Athletics L.L.C. respects the privacy of our athletes, parents/guardians, staff, and families. We collect personal information only as needed to safely and effectively operate our programs.

Information We Collect

Information may include names, contact information, emergency contacts, registration and payment information, attendance records, and safety or medical information voluntarily provided for an athlete.

How We Use Information

Information is used to:

- Register athletes for classes, teams, camps, and events.
- Communicate with families.
- Process payments and maintain business records.
- Provide appropriate emergency and safety care.
- Manage classes, teams, attendance, and programs.

Information Sharing

Main Street Athletics does **not sell or rent personal information**. Information may be shared with authorized staff, coaches, service providers, emergency personnel, or authorities when necessary to operate our programs, protect an athlete, or comply with the law.

Photos and Videos

Photos and videos may be taken during Main Street Athletics activities and used for promotional purposes when appropriate permission has been provided.

Children's Privacy

Because we serve youth athletes, we take children's privacy seriously. Personal information about minors is primarily collected through a parent or legal guardian and is used only for appropriate program, communication, safety, and administrative purposes.

Security

Main Street Athletics takes reasonable steps to protect personal information from unauthorized access or use. However, no method of electronic storage or transmission can be guaranteed to be completely secure.