



Hello Coaches,

We are so excited for the 2024 ICCA Championships! We know that you have a lot of questions so we will try to address those here.

- **If for some reason your team can not compete at Championships, no fees will be returned. Please email Cindy ([cindyicca@gmail.com](mailto:cindyicca@gmail.com)) to let her know your team will not be competing. ICCA plans for you to compete when you send in your registration and those funds are used to pay for the execution of all aspects of the competition.**
- The ICCA registration desk is on the first floor of the Abraham Lincoln Hotel next to the ballroom. Signs will be posted to guide you. Be sure to have your permission slips in alphabetical order (by last name) to present at registration. Registration is from 6-9pm on Friday, 7:30-11:00am, 1-2pm and 4-6pm on Saturday and 7:30-11:00am and 1-2 pm on Sunday.
- The most up-to-date performance schedule will be given to you at the registration desk.
- At registration, you will receive the number of shoe tags OR wristbands for team members you registered for the event (per IHSA rules). Only 4 coaches are allowed through with the team. Personal trainers, bus drivers, etc. are not included for wristbands. Coaches' wristbands are for adults – who must be at least 19 years of age.
- **BUS INFORMATION:** If your team is coming on a school bus, the school bus parking is in lot #24. The lot is located on Madison Street between 4th and 5th street, directly across from the ALPM parking garage.

### DOWNTOWN SPRINGFIELD BUS, SHUTTLE & LARGE VAN PARKING MAP



SHARE YOUR GROUP'S LEGENDARY  
#VISITSPRINGFIELD MOMENTS WITH US!  
@VISITSPRINGFIELD

- ① WYNDHAM SPRINGFIELD
- ② PRESIDENT ABRAHAM LINCOLN HOTEL SPRINGFIELD - A DOUBLETREE BY HILTON HOTEL

P SHUTTLE & BUS PARKING  
X ATTENDEE DROP OFF & PICK UP

- Programs will be sold at the registration desk during registration hours and in the lobby of the Convention Center from 8am-4pm. Cost is \$5.00
- Silkworm is open for cheer apparel on the 1st Floor of the Abraham Lincoln Hotel from 8:30am to 6:30pm on Saturday and 8:00am to 30 minutes after awards on Sunday.
- Coaches, please do not bring your children/family backstage with you. ICCA is not responsible for babysitting while you are with your team. Please make arrangements for someone to supervise your children while you are with your team.
- ICCA has a trainer available for emergencies. **Trainer is only for performance injuries in the BOS.** She is not available for taping athletes. Please make your own arrangements for taping.
- You will be able to check your music just before your team performs. The audio table will have headsets for you to cue/check your music just before your team enters. We suggest you come to the table with the previous team, so you have time to check it. Be sure to have your own dongle.
- Be sure to have back-up music with you. There will be two seats where you can be seated until the team before you finishes their routine.
- **PROCESS FOR CHECK- IN** - When you arrive to prepare for competition, go to the table outside of the ballroom on the first floor of the **Pres. Abraham Lincoln Hotel**. Your team will then be assigned an escort and go to the second floor via the staircase. **PARENTS ARE NOT ALLOWED ON THE SECOND FLOOR!** Your escort will continue with you as you move on with the competition process. The next stop will be for photos (10 minutes). Wagner Photo is again providing photos for the Championships. From the photo area, you will be escorted to an area in the PAL Ballroom for stretching (15 minutes). Staying in the same ballroom you will go to the matted area to warm up tumbling and stunting. There will be at least 2 mats for tumbling and 3 mats for stunting. No basket tosses here. (5 minutes on each group of mats). Then the team moves to the BOS Warm up area to go through the full routine. A boom box will be there and a full mat. Check ceiling height for pyramids and stunts. No basket tosses here. (5 minutes on the mat) Next you will walk up the ramp to the performance floor. While on deck, if you need to warm up a basket toss there are 2 strips of mats. 5 minutes later, you perform.
- Please encourage your team NOT to bring all their “stuff” with them through the process, especially any valuables. They will have to carry it through the process and leave it backstage while they compete. **ICCA is not responsible for lost or stolen items.**
- The mat is set up according to ICCA/IHSA rules. Boundary lines are set as far to the edge as possible. There will be an X in the middle of the mat for centering purposes.

- We ask that coaches remind their team members about the following:
  1. If there is a possible head or neck injury, DO NOT move the injured person. Allow medical personnel to make that decision.
  2. If a member is bleeding, he/she may not continue until the bleeding is stopped and the uniform is clean of blood.
  3. PLEASE move off the matted area if you feel you will vomit.
- We recommend that you keep your athletes together as you choose an area in which to sit while watching the rest of the performances.
- For the awards, each division will be called to the floor separately with only the top teams (up to 10) being brought down.
- After awards, teams receiving trophies will need to go to the lower level (where warmup took place) for a team photo. (1st, 2nd, and 3rd place)
- Scoresheets will be emailed to you following the announcement of awards for each division.
- A coaches hospitality room will be located in the lower level of the Convention Center - Room B6 just off the elevator.

**GOOD LUCK!**

If you have questions during the weekend, please contact Cindy Rueter  
at 618-570-9994.