

Updated October 2022



MEMBERS

HANDBOOK



WELCOME MESSAGE

Waveney Gymnastics is pleased to welcome you into our club. Please ensure you read the whole pack, as it holds essential information regarding your child's training. It outlines what is expected both here at Waveney and any other clubs/events you may represent as a WGC member.



Gymnastics is recognised as a professional disciplined sport and therefore procedures regarding codes of conduct, communication and disciplinary are put in place to safeguard the well being and safe gymnastics development of your child. As well as providing the correct environment for the coaching staff to develop your child's abilities.



**WAVENEY GYMNASTICS CLUB
STRIVES TO ENSURE GYMNASTS
REACH THE BEST OF THEIR ABILITY
REGARDLESS OF BACKGROUND,
FAITH, GENDER, RACE ETC.**



GOALS

- To develop the abilities of all individuals to become the best gymnast they can.
- To develop health, fitness and social integration towards both psychological well-being and physical fitness.

AIMS

1. To provide a structured system and pathways which will enable all gymnasts a suitable opportunity to train.
2. To encourage staff to attend courses and CPD to improve their abilities.
3. To continue to improve the delivery and development of all disciplines.

COMPANY VALUES



Integrity

To promote community confidence in Gymnastics, including fair and honest performance and outcomes. Helping improve gymnast performance, Coach & Judge education.

Team Work

We encourage all of members to work as a Team.

This includes building

- Teams of gymnasts to compete
- Teams of coaches to support the running of the program and any external and internal events
- Team of fundraisers comprised of staff, parents and local community members

Discipline

This is the most important aspect of gymnastics. It covers self discipline and safety. Staying safe whilst training takes discipline. Children are taught the necessary steps to ensure their own and other's safety. Over time self-discipline develops as this sport requires them to train safely even when no one is watching.

Respect

During classes children develop various social skills including respecting each other, staff and the training hall and venue. They will learn how to look, listen and wait their turns. In addition to performing specific skills, develop fitness, flexibility and strength when directed to do so. Younger gymnasts are taught to respect the older children as we encourage them to assist younger and less advanced gymnasts.



PARENTS VIEWING

Parents are welcome to view their children perform on several occasions at competition, displays and events. Please note during some of these there may be a spectator fee.

During training times parents are invited to watch via the viewing gallery on specific dates which will be promoted through our social media pages.

We kindly ask that if you are observing your child's training in our centre or any other that you do so respectfully allowing your child and their coach to train without interruption, failure to do so may result in further action being taken to ensure all members are able to train in a safe environment.

COMMUNICATION

Staff including, but not exclusive to, Managers, Coaches and any other are happy to answer or help assist with any queries or questions you may have. This can be arranged through reception who will forward your contact details to a relevant member of staff in order to arrange a meeting.

Please note: During training times our coaches must not be disturbed.

For general enquiries these can be made through our reception team, messages through social media or via email admin@waveneygymnastics.org

It is your responsibility to check our website, emails or social media for notices, news and updates.

We strongly advise parents to join the fundraising committee, this plays a vital role in supporting the club and it's members and can be done by contacting reception. Should you have any concerns regarding child welfare please contact our welfare officers, details for these can be found throughout the building.

While we appreciate that parents may need to speak to coaches on occasions, please be mindful that should you contact them outside their working hours or during times when they are actively coaching, you may not receive a reply until their next working period.

FEES

POLICY



All members must be affiliated to

- Waveney Gymnastics Club
- British Gymnastics
- East Region Gymnastics

Fees for all of our classes must be paid monthly by direct debit. Fees are divided into 12 monthly payments which cover 48 weeks of the year. The remaining 4 weeks are for the gym to use at their discretion to cancel classes. In a typical year this would include 1 Weeks maintenance over the summer, 2 weeks at Christmas and 1 further week used at any other time. However, the club reserves the right to use their 4 weeks at any time of the year to allow for any international training camps, last minute maintenance or any other instances, but should not exceed 4 weeks.

If the club is forced to shut for more than 4 weeks, customers are entitled to a FREE session of Family Funday, Holiday Camp or any other session the club is willing to offer.

Any Fees not paid for after the 1st week of every month, could lead to your child's space being reallocated. Fee payments which will be requested from your account on the 1st of each calendar month may leave your account up to and including the 7th. This fee is taken for that calendar month.

PLEASE NOTE: Any fees for ALL disciplines not paid on time will result in gymnasts not being able to train until the fees are up to date. Fees are set per group and must be paid even if sessions are missed. If gymnasts cannot attend all sessions set for their particular group there is NO DISCOUNT and therefore the full group fee will be applicable. In some cases where gymnasts do not commit to their groups session a more appropriate group may be found for them.

Fees DO NOT include additional sessions and any additional hours given will be charged at the clubs discretion.

The club DOES NOT operate a reduced fees scheme, however you may be able to find funding from additional sources including British Gymnastics HARSHIP FUND which must be applied for by the individual and should not at any time impact the fees due to the club.

The cost of affiliation to British Gymnastics, Waveney Gymnastics Club and East Region Gymnastics may be increased on an annual basis and any increases will be shown in the new yearly price.

If you have any questions or concerns with paying fees please contact our club manager alex@waveneygymnastics.org

Your child must be registered to our online membership database and payment system LoveAdmin.

From April 2023 there will be a yearly Waveney Gymnastics Club Membership payment of £20.

Any gymnasts who upgrades their British Gymnastics membership from Bronze Participation to Silver competitive, will be charged the difference at the time. This is required for your child to be entered into competitions outside the club.

Due to GDPR you will be required to update your British Gymnastics membership before the 1st October every year.



GENERAL RULES

- Gymnasts should arrive 10 minutes prior to the beginning of their sessions to give adequate time to ensure they are both mentally and physically prepared to start the session and so that warm-ups can start promptly without disruption. Late attendees may be given a separate warm-up to reduce disruption to the one currently running.
- Gymnasts should arrive appropriately dressed.
- ALL JEWELLERY should be removed, Waveney Gymnastics Club takes no responsibilities for any accidents or injuries incurred should these rules be breached.
- Please remember gymnasts progress at different rates and not all gymnasts are champions but all gymnasts can have a successful and happy experience.
- If a gymnast is injured for a long period of time the club may at their discretion reduce fees for that period of time.
- The coaching team will make an appropriate assessment of all individuals and offer sessions appropriate to that person with continuous ongoing monitoring and move gymnasts at any time when necessary to do so. The head coach will make the final decision.
- All gymnasts at an early age should be encouraged at home to adopt a healthy eating lifestyle with a balanced diet.
- Gymnasts and parents are expected to be supportive of events run both inside and outside of the gym.
- Gymnasts are responsible for ensuring they take home their property.
- Parents are responsible for being on site to meet their child when leaving the training hall.
- Parents of Pre School, Reception & Year 1 children **MUST** remain on site while their child is in the Gymnasium, to assist with 'Toilet Runs'.
- It is vital that every gymnast and their parents abide by these rules to ensure the gymnasts remain safe at all times. Failure to do so may result in one or both parties being asked to leave the gym.

SOCIAL MEDIA



Waveney Gymnastics Club is a huge fan of social media when it is used in a positive and productive manor and therefore as a club we take the misuse of social networks very seriously.

We encourage parents to send in appropriate photos and videos of their child to be shared on our social media platforms.

All members of Waveney Gymnastics Club are asked to fill in photographic forms which consent the club to take photos and videos of your child to be used for

- Social media platforms such as Instagram, Facebook, YouTube, TikTok and any other
- Newspaper articles
- Promotion of the club on Websites, Leaflets, Banners and other
- Be used for educational use with other coaches or clubs and / or used in presentations

To prevent the misuse please be aware of the current guidelines set by sporting governing bodies:

- Remember everyone can see you so be yourself.
- Be honest and responsible when sharing your achievements and experiences
- Never talk negatively about your club or any of its members, volunteers or associated parties
- Remember everyone can see your profile including, photos, posts, comments and any other
- Do not link, view or like any inappropriate content
- Do not use bad or derogatory language
- Never give out any personal information of any kind
- Think before you post, anything uploaded will be seen by someone regardless of how quickly you take it down!
- Report any concerns you may have.
- No photos are allowed to be taken by parents from inside the training hall without prior consent.

PLEASE BE AWARE

There is no law preventing people from taking photos and Videos in public, this includes taking photos / videos of other people's children.

We strongly advise that as a parent you try your hardest to be mindful of other children that may be in your photos/videos and the impact this could have on some individuals especially those who are under foster care or and vulnerable adults/children.

When taking photos/videos try to capture your images without others in the shot.

If you choose to share your photos/videos you should try to obtain permissions from other parents before posting media with other children shown in the shot.





WHAT WE **EXPECT** FROM YOU



COMMITMENT

Commit yourselves to the training being offered by the club. Attending as many sessions as possible and informing your coaches or reception when you are unable to attend. Gymnasts should be committed to training the best they possibly can listening to direction and constructive feedback and applying themselves to their training sessions.



PROFESSIONAL

Keeping composed at all times. Trying to be a good role model to other members in the club and ensuring both Parents and Gymnasts have a positive attitude towards the club in ALL areas.



TRY YOUR HARDEST

We really appreciate it when our gymnasts try their hardest to do their best. When they listen to their coaches and respect one another.





COMPANY CONTACT



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waveneygymnastics.org
