**2023 - 2024**

 **PRE-COMPETITIVE, TEAM STARS,**

**AND COMPETITIVE**

**TEAM MEMBER**

**AND PARENT HANDBOOK**



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 **Welcome to our TEAM!**

 **Welcome** to the place where a lifetime of dreaming has become a reality. Our dream has always been to operate a program that stands for quality. A program that has earned the respect of the community and the province. TEAM is the second step in our process and now YOU are a vital part of the process and an important part of our DREAM.

 **Welcome** to the place where children can live their dreams, and with the support of very special people (YOU and the **GYMTASTICS GYM CLUB** Staff), these dreams can be accomplished. Here is a place where as a team, the athlete, the coaches and the parents, are encouraged to work together to make accomplishing those dreams fun, challenging and efficient.

**Our “Club” Culture, Philosophy, Structure and Goals**

**We believe in the quote “from little things Big things grow”.**

**GYMTASTICS GYM CLUB** is a child centered and family friendly facility that promotes the sport of gymnastics, health and fitness in a safe and positive atmosphere.

Our goal is to support and create programs for all levels of athletes starting from the young preschooler, and recreational student to the pre-competitive, developmental athlete all the way to an Elite athlete. Our aim is to achieve high performance standards and teach “great” gymnastics at each level without giving dominance and preference to one particular program.

To achieve these high standards and goals with so many athletes in our programs, we must have a broad perspective, set team and group programming goals and have good communication concentrating on teamwork with the coordinators of each program. The **GYMTASTICS GYM CLUB** management policy is to support and work with the employees, coordinators, coaching staff, sport specialists, volunteers and parents to focus on assisting the athletes in our programs to achieve “THEIR GOALS”.

As professional coaches it is our wish to share our talents and experiences to achieve high levels of performance with our team programs. As a team of coaches we will focus on proper planning at each level considering the athlete’s physical ability, emotional, social and mental maturity to motivate the athlete to achieve “THEIR PERSONAL BEST” results.

**"Success is measured not so much by the position that one reaches in life, but by the obstacles that have been overcome while trying to succeed."**

# INTRODUCTION

 Welcome to the 2023-2024 season and congratulations to all athletes who have been invited to take part in the **GYMTASTICS GYM CLUB** Pre-Competitive, Developmental and Competitive Programs.

 This Member’s Handbook/Commitment contains general and specific guidelines that **the member (athlete) and his/her family (parents/guardian)** are expected to abide by for the entire duration of the commitment term.

**REMINDER:**

 All families must understand and are required to adhere to the new Health & Wellness criteria.

 **1.0 OBJECTIVES/GOALS**

1. Develop a love for the sport as well as a strong sense of discipline and

commitment.

1. To identify potential female/male athletes and to develop and support

them at the developmental, provincial, national and international levels.

1. To instill in the athletes the qualities of good sportsmanship, honesty, loyalty,

courage, confidence and respect for oneself and others.

**2.0 PROGRAM PHILOSOPHY**

a) We believe that each athlete/family is ultimately responsible for the success of their own involvement and progress in gymnastics.

b) We believe in assisting athletes to achieve their highest level potential according to each individual’s capabilities.

c) We believe parents and coaches are active supporters of athletes and their efforts, but cannot act as substitutes for an athlete’s personal drive and motivation.

d) We believe that gymnastics should be a positive experience, about life in general and the challenges that come with it. Everyone is responsible for achieving this, including parents, athletes, coaches and **GYMTASTICS GYM CLUB** staff.

e) We believe that gymnastics should build character rather than destroy it, while at the same time, a certain level of discipline and authority is necessary in order to minimize injury and risk and to promote a safe environment conducive to the growth and development of all athletes.

 f) We believe in being honest with each athlete and his/her parents regarding the athlete's progress, potential and the difficult road to success.

 g) We encourage and promote open communication between the coaching staff, members and their parents. We believe that an honest and open exchange of information and ideas is fundamental to a healthy atmosphere. The onus is on both staff and parents to ensure that concerns are addressed in an immediate, constructive and professional manner.

h) We believe that long-term emotional and physical development of an athlete should not be jeopardized for short-term gain. We do not support the "winning at all costs" approach.

i) We believe that team performance, cohesion and spirit are best developed when each athlete takes responsibility for his/her own actions.

**3.0 COMPETITIVE STRUCTURES**

 The owners and coordinators of **GYMTASTICS GYM CLUB** are responsible for the overall supervision and direction of all programs. As such, they determine the number of spots available for the upcoming year. That number is determined at the beginning of the season based on business priorities and may be subject to change during the year.

 3.0.1 **PROGRAM STRUCTURE AT** **GYMTASTICS GYM CLUB**

 The program structure is subject to adjustments from time to time as the provincial, national and international rules require. The program names and the varying program streams/directions can be amended and modified by **GYMTASTICS GYM CLUB** from time to time, as required

**COACHING AND ADMINISTRATIVE STAFF (Subject to change)**

|  |  |
| --- | --- |
| **POSITION** | RESPONSIBILITIES |
| **Gymtastics Inc.*** **Owners/President/Vice President**
* **Director/General Manager of programs**
 | * Plan, implement and supervise all technical aspects of all programs
* Administrative responsibilities and duties
* Club representation at all levels of the sport structure
* In charge of club maintenance
 |
| * **Team Registrar/Office Administrative Staff/Team Athlete Account Manager**
 | * Administration, Accounting of Athletes Accounts
* Registration (Monthly training fees)
 |
| * **Men’s Program Coordinator(s)/Head Coaches**

**(Competitive/Developmental/Pre-Competitive)** | * Plan, implement and supervise all aspects of the Men’s Program
* Administrative responsibilities and duties
* Coach within the Men’s Program
* Register for events/follow up with injuries & refunds
* Organize hotel rooms/travel plans for coaches
* Athlete Attire
 |
| * **Women's Program Coordinator**
* **Coaches**

**(Competitive/Developmental/Pre-Competitive)** | * Plan, implement and supervise all aspects of the Women’s Program
* Administrative responsibilities and duties
* Coach within the Women’s Program
* Register for events/follow up with injuries & refunds
* Organize hotel rooms/travel plans for coaches
* Athlete Attire
 |
| * **Men's Program Coaches**

**(Competitive/Developmental/Pre- Competitive)** | * Coaching duties
* Assist in the development and implementation of the assigned technical aspects in the Men's Program
 |
| * **Women's Program Coaches**

**(Competitive/Developmental/Pre- Competitive)** | * Coaching duties
* Assist in the development and implementation of the assigned technical aspects in the Women's Program
 |
| * **Dance Instructor(s)**
 | * Dance Instruction for the Women’s Program
 |

3.0.2.1 **COMMUNICATION TIER:**

**Men's Program
Competitive, Developmental,
Pre-Competitive Coordinators**

**Women's Program**

**Competitive, Developmental,
Pre-Competitive Coordinators**

 **Team Registrar**

 **Team Registrar**

 **Coordinators& Coaches**

 **Athletes & Parents**

 3.0.3 **ALBERTA**

The Alberta Gymnastics Federation (AGF) is the governing body for Artistic Gymnastics in Alberta and as such, determines the rules for the various Competitive and Pre-Competitive programs that it manages. AGF provides member clubs with a forum to establish the rules and regulations for various competitive activities. For more information, please consult their website at www.abgym.ab.ca

**4.0 TERMS OF THE COMMITMENT**

GYMTASTICS GYM CLUBgymnasts are not guaranteed an automatic spot in the team programs from year to year. Each case is dealt with on an individual basis.

 4.0.1 The commitment is based on the written recommendation(s) made at any time by their Team coordinator, which are offered to the selected athletes at the start of the commitment term or at any other time during the year when **GYMTASTICS GYM CLUB** deems it appropriate.

4.0.2 The commitment covers **July 1 to June 30** unless otherwise specified.

 4.0.3 **Annual training fees are based on an estimated/approximate average number of training hours per week over the course of the entire season. Actual hours in any given week may vary according to training demands, competition/camp schedules, statutory and civic holidays. The yearly fees are divided into 10 equal monthly payments.**

 4.0.4 **GYMTASTICS GYM CLUB** will place all NEW athletes on a “trial basis” in order to assess their suitability for a particular program. Upon review of these athletes after the trial period, a revised recommendation may be issued to the athlete. After the trial period the coordinator may sit down and discuss the future of the athlete at **GYMTASTICS GYM CLUB.**

 **5.0** **YEARLY TRAINING FEES**

 5.0.1Monthly training fees will be paid through the online registration system on the first of every month. A valid credit card on file is mandatory as a member of the Gymtastics Gym Club Team Program, no exceptions, **we do not accept** debit Visa/MC. Membership fees are also payable online at [www.gymtastics.ca](http://www.gymtastics.ca) using Visa or MasterCard. Service fees are non-refundable. We have planned for holidays, training camps, special events and missed training days. Withdrawal from the program results in the loss of the last month (June) training fees and annual Membership fee. One month written notice must be provided, from the beginning of the month.

**Summer Commitment – Mandatory summer weeks must be purchased along with the team package to secure your spot on the team.**

 5.0.2 **There will be a $30.00 fee charged on** **all** **N.S.F. declined payments. Parents must do their due diligence and keep their account updated with current information.** In this case, **GYMTASTICS GYM CLUB** reserves the right to require payment by cash or certified cheque, Visa, or MasterCard.

 5.0.3 Athletes and their families must be in good financial standing with the club in order to keep training and be allowed to represent GYMTASTICS GYM CLUB at various events. **GYMTASTICS GYM CLUB reserves the right to temporarily or permanently discontinue an athlete’s involvement in the program if the training fees are late or unpaid.**

5.0.4 After each month, any unpaid training fees and athlete accounts will be assessed a 3% interest charge. Athletes may not train if the outstanding balances are more than $500.00 in arrears. Any outstanding account balances will be charged interest after a 30-day written warning and notification.

**6.0 YEARLY MEMBERSHIP FEE
 This fee is charged annually and is Non Refundable.**

6.0.1

**Registration/Membership Fees**

**Includes Athlete, Coach, Club, Alberta Gymnastics Federation (AGF) fees, Gymnastics Canada Gymnastique (GCG) fees, athlete, coach and club insurance fees, GYMTASTICS GYM CLUB membership fee and GST.**

 6.0.2 The **yearly membership fee** must be paid at the time of registration along with the Team registration package. This fee covers the period of July 1st to June 30th of every year. This amount is non-refundable or transferable to another athlete, for any reason whatsoever. The prices listed are an estimate only and are subject to change based on Gymnastics Canada Gymnastique, Alberta Gymnastics Federation, and insurance company increases.

 6.0.3 In the event an athlete moves from program to program the difference in the **yearly membership fee** must be paid in accordance with the amounts stated above, at the moment of the change.

 6.0.4 **Individual Athlete Accounts.** All Team Stars, Pre-Competitive, Developmental and Competitive athletes will be asked to set up an athlete account with **GYMTASTICS GYM CLUB** of funds that are used for various competitions and events and team attire. **Visa/MC accepted** **only**. At the end of the year, the balance will be rolled over to the next competitive season.

**7.0 FLOOR ROUTINE COSTS**

7.0.1 Women’s competitive athletes, **production fees** for individual floor routines (Choreography and/or music) are paid over and above “regular” training fees. **GYMTASTICS GYM CLUB** will act at times as a facilitator for the purchase of floor music and in some instances the music will be included in the choreography invoice. In all cases the cost is also paid over and above the “regular’ training fee. All decisions relating to choreography and music are the responsibility of **GYMTASTICS GYM CLUB,** theWomen's Coordinator(s) and Choreographer. Floor routines are usually used for 2 competitive seasons.

**8.0 CLOTHING & ACCESSORIES**

 8.0.1 Competitive gymnasts are required to purchase the official **GYMTASTICS GYM CLUB** competitive bodysuit/singlet, tracksuit and competitive training suit when stated.

 8.0.2 Team Stars, Developmental, Pre-Competitive and Competitive Women’s athletes are required to purchase the official **GYMTASTICS GYM CLUB** developmental bodysuits and any other item determined, according to the specifications of **GYMTASTICS GYM CLUB**. Pre-Competitive boys are required to purchase black shorts, men’s singlet and any other item determined, according to the specifications of **GYMTASTICS GYM CLUB.**

 8.0.3 Team Members may be asked to purchase costumes for themed events.

**9.0 ALBERTA GYMNASTICS FEDERATION & OTHER FEDERATION REGISTRATION**

 9.0.1 Each pre-competitive, developmental and competitive athlete is required to pay a **Membership Fee** to the Alberta Gymnastics Federation, which includes registration to the provincial body and insurance coverage (information on the policy is available at the business office upon request). This amount is collected by the club and paid to AGF at the time of commitment signing. **This amount is included in the Yearly Gymtastics Membership Fee,** as stated in article 6.0

 9.0.2 The registration fee paid to the Alberta Gymnastics Federation (AGF) automatically registers the member to the Gymnastics Canada Gymnastique (GCG). Athletes do not need to purchase any additional insurance or pay any membership fees to participate in Canada.

 9.0.3 Additional registration fees, travel insurance for coaches, will be required for access to services and membership in foreign countries (particularly the U.S.). These costs are the responsibility of each athlete.

9.0.4 An athlete whose registration status with **GYMTASTICS GYM CLUB** or the Provincial (AGF) or the National Federation (GCG) is not in good standing will **not** be allowed to represent **GYMTASTICS GYM CLUB** at any type of event and may be temporarily suspended from attending practice, unless otherwise specified.

 **10.0 MAKE-UP TRAINING/CREDITS/REFUNDS**

Although every effort is made to notify the members as far as possible in advance of schedules and events, it is understood that changes will occur, **sometimes on very short notice.**

 10.0.1 There will be NO makeup classes while a coach is away at a competition, training camp or mock meet as stated in article 4.0.3.

 10.0.2 In the event of a severe injury, extended illness or other special MEDICAL circumstance, an athlete may request, **in writing to GYMTASTICS GYM CLUB Team registrar**, a waiver of fees for time lost. A medical note from a physician indicating the nature of the illness/injury or other medical circumstance and the expected time for recovery **must** accompany the request. An extended absence from the competitive program may result in removal from a particular group and therefore a change in fees. All modifications to training must be approved or recommended by the Program Coordinator. **GYMTASTICS GYM CLUB** reserves the right to modify fees in accordance to the nature of the medical circumstance.

**11.0 VACATION TIME
 GYMTASTICS GYM CLUB** recognizes the need for athletes and coaches and their families to take holidays at various times during the year. Because vacation times vary from one family to another and because **GYMTASTICS GYM CLUB** still remains responsible for the costs associated with staff coverage during those holidays; training fees are NOT adjusted to reflect each athlete’s individual time off. Any potential National level athlete must discuss with their Program Coordinator in June to plan all holidays for the remainder of the season.

 11.0.1 Team Stars, Pre-Competitive, Developmental and Competitive athletes going on holidays/vacation at any time when training is regularly scheduled are advised that training fees will not be waived nor adjusted, nor is **GYMTASTICS GYM CLUB** obligated to schedule make-up training. An effort may be made by **GYMTASTICS GYM CLUB** to provide a home training program.

 11.0.2 No training will be offered on civic or statutory holidays, except under special circumstances as determined by **GYMTASTICS GYM CLUB**. Those special circumstances often refer to the preparation needs of athletes for upcoming meets.

 11.0.3 Each athlete is expected to attend training, as dictated by his/her schedule. Members are expected to notify their Program Coordinator and **GYMTASTICS GYM CLUB** when they will be absent from regular training sessions (BEFORE PRACTICE), and to specify the expected duration of such absences.

 11.0.4 All competitive team athletes’ families are asked to plan holidays around competitions and to understand that competition season (usually November-May) is not an ideal time for extended holidays. Athletes require consistent and appropriate preparation for their competitions. Extended breaks can cause psychological, physical setbacks and hazards for the athlete. For planned holidays/vacations, the club requires **at least four (4) weeks written notice.** It is the responsibility of each athlete’s parents to notify their Program Coordinator.

 11.0.5 In exceptional circumstances, **GYMTASTICS GYM CLUB** may exempt very young and new Pre-Competitive, Developmental and Competitive athletes from training during holiday breaks.

 **12.0 TERMINATION/INTERRUPTION OF COMMITMENT** 12.0.1 **GYMTASTICS GYM CLUB** may immediately suspend any athlete (up to and including termination), depending on the nature/severity of the situation. There are a number of reasons specific to each situation that might justify such termination, including safety concerns for the athlete.

 12.0.2 Athlete’s wishing to withdraw from the present commitment must have an exit meeting with their parents, coach and program coordinator. The program coordinators will do their utmost to address concerns and may adjust programming, grouping or training to encourage the athlete to remain in a **GYMTASTICS GYM CLUB** program.

12.0.3 Athlete’s deciding to withdraw from the present commitment must provide **GYMTASTICS GYM CLUB with a thirty (30) day notice in writing from the beginning of the** **month**. Withdrawal from programs will result in the loss of the last months (June) deposit fee and annual registration fee. Fees for services already rendered or for expenses already contracted are 100% non-refundable. If an athlete withdraws before the end of a given month, the applicable monthly training fees are 100% non-refundable. Team attire is non-refundable however there may be an opportunity to sell used attire to new team members.

12.0.4 In order for **GYMTASTICS GYM CLUB** to make an informed decision regarding the potential release of financial responsibilities, each notification of withdrawal must include an explanation of the decision to withdraw. Generally, medical reasons will be considered a sufficient cause. Other reasons will be assessed on a case-by-case basis.

 **13.0 CLUB TRANSFERS** 13.0.1 **GYMTASTICS GYM CLUB will only officially release an athlete once all financial obligations have been fully and satisfactorily honored.** 13.0.2 If a Team Stars, Pre-Competitive, Developmental or Competitive athlete decides to terminate his/her commitment and/or to leave the club mid-season (either by choice or is asked to terminate his/her commitment and/or to leave the club, **GYMTASTICS GYM CLUB**) the athlete can be released from his/her commitment with **GYMTASTICS GYM CLUB** and be named to a different club at any time.

 13.0.3 Unsettled financial commitments (i.e. fees or other outstanding commitments), **GYMTASTICS GYM CLUB** is not willing to release the athlete from his/her financial commitment and/or membership of the club. The athlete may still train at a different club. For unfulfilled payment commitments it is possible court action may apply under contract law.

 **14.0 PROMOTIONAL OBLIGATIONS** 14.0.1 **PUBLIC DEMONSTRATIONS/DISPLAYS**
 Team Stars, Developmental or Competitive athletes may be assigned to a number of demonstrations and other various promotional events at appropriate locations, throughout the duration of the commitment. It is understood that demos may take place during school hours, weekends or holidays. Each athlete will endeavor to be available at those scheduled events.

 14.0.2 **VARIOUS PROMOTIONAL MATERIALS**
 Each year, **GYMTASTICS GYM CLUB** will produce and publicly display promotional materials, with the intent of promoting and marketing its status, successes, programs, activities, athletes and staff. Example: Facebook, Twitter, Instagram, **GYMTASTICS GYM CLUB** website, ect.

 14.0.2.1 **GYMTASTICS GYM CLUB** Team Stars**,** Pre-Competitive, Developmental and Competitive athletes agree to have their biographical information, pictures and any pertinent audio-visual materials used for these purposes without direct financial compensation by **GYMTASTICS GYM CLUB**. Any special circumstances preventing or limiting this must be discussed and agreed upon by **GYMTASTICS GYM CLUB** in advance with the member.

14.0.3 **YEARLY TEAM PICTURES**

 14.0.3.1 All Team Stars, Pre-Competitive, Developmental and Competitive athletes are expected to attend the annual team picture day, wearing the designated **GYMTASTICS GYM CLUB** team attire.

 14.0.4 **GYMTASTICS COMPETITIONS AND HOSTED EVENTS**

 14.0.4.1 All Team Stars, Pre-Competitive, Developmental and Competitive parents and athletes will be required to volunteer at competitions/events that GYMTASTICS GYM CLUB chooses to host. This includes Developmental events and Competitive Invitational Competitions or AGF sanctioned events held or hosted by GYMTASTICS GYM CLUB.

**15.0 ATHLETE FACILITIES AND SERVICES** 15.0.1 **Change-Rooms/Washrooms**
 15.0.1.1 Change-rooms/washrooms are made available for use by the athletes for the duration of this commitment. **GYMTASTICS GYM CLUB** is not responsible for any lost or stolen items. All gym bags and personal items are to be kept in the front or back entrance cubicles and not in the change/washrooms. No Cell phones allowed in change rooms/washrooms.

 15.0.2 **GYM & PERSONAL TRAINING EQUIPMENT**
 15.0.2.1 Equipment on the premises is the property of **GYMTASTICS GYM CLUB** and as such, cannot be removed from the premises by any individual, unless authorized by **GYMTASTICS GYM CLUB** in exceptional circumstances and for set periods of time.

 15.0.2.2 Equipment must be used with all of the necessary precautions and with respect for the fact that it is the property of a large number of different users. Equipment that is damaged as a result of negligence or vandalism will be replaced or repaired and costs related to this will be the responsibility of the parents of the athlete at fault.

 15.0.2.3 Athletes are required to notify **GYMTASTICS GYM CLUB** of any defective parts or pieces of equipment.

 15.0.2.4 Athletes may be required to bring some of their own personal pieces of training equipment (Example: grips, wristbands, tiger paws, weight belts, elastic waist bands, ankle weights, personal beam mats, spray bottles, skipping ropes, straps, water bottles, etc.) to the club. Athletes are fully responsible for these articles and must keep them under their personal supervision at all times.

 15.0.2.5 **GYMTASTICS GYM CLUB** is not responsible for personal articles lost or stolen from club property. A “lost-and-found” bin is provided on site and will be emptied monthly.

 15.0.3 **MENTAL SKILLS ASSESSMENT (COMPETITIVE ATHLETES ONLY)**
 15.0.3.1 **GYMTASTICS GYM CLUB** may require the completion of a Mental Skills Assessment for individual athletes. The information will remain confidential between the athlete and **GYMTASTICS GYM CLUB** and will be used solely for sport-specific psychological and **performance improvement purposes.**

15.0.3.2 **An athlete who is unable to deal with the psychological pressures that are a natural by-product of developmental or competitive gymnastics or who shows consistent adverse reactions to the above mentioned pressures, may be asked to discontinue training and/or competing (for the sake of his/her well-being).**

 16.0 **SUPPORT PROGRAMS & FUNDRAISING**

16.0.1 Non-mandatory Fundraising

 Various non-mandatory fundraising events will be scheduled, some of which include, “Fill Your Freezer”, “Bow River Meat Market & Cocoa Brooks”.The funds raised are designated to maintaining equipment, new equipment purchases.

**17.0 TRAVEL TO VARIOUS EVENTS**

 17.0.1 **RESPONSIBILITY/ACCOUNTABILITY**

 17.0.1.1 Unless assigned to a particular and specific function in advance and as part of the traveling delegation, parents, friends and siblings **ARE NOT** official members of the team and as such, cannot act on behalf of **GYMTASTICS GYM CLUB** nor request services on its behalf.

 17.0.2 **PARTICIPATION AGREEMENT PROCESS**

Participation at various events as representatives of **GYMTASTICS GYM CLUB** is NOT a right; it is a privilege. Conversely, parents are not obligated to accept all assignments for their athlete. If parents do not feel at ease with their athlete’s participation in an assigned event (for any reason whatsoever), then **GYMTASTICS GYM CLUB** strongly suggests that they refrain from accepting the assignment. **Athletes must attend all AGF sanction meets that they are eligible for; such as Provincials, Trials to Westerns, Trials to Nationals, Westerns, Nationals, Alberta Compulsary championships and Alberta XCEL championships.** Program Coordinators will advise if an athlete is not eligible or does not meet **Gymtastics Gym Club** standards to attend.

 17.0.2.1 **GYMTASTICS GYM CLUB** distributes a “Participation Agreement Form” up to 5 months before each selected meet to athletes and families, which includes the approximate financial cost and organizational information needed for the parent and athlete to make an informed decision on whether or not to take part in that given event.

 17.0.2.2 In order to confirm an athlete’s participation at an assigned event, the Participation Agreement permission sheet must be signed and returned up to 5 months before the event to **GYMTASTICS GYM CLUB.** This is based on competition registration deadlines and competitions filling up quickly. Failure to return the appropriate forms may result in the athlete not being allowed/able to participate in the event(s) in question. Due to this early commitment there is always a chance that before a competition your athlete may need to withdraw due to a number of different circumstances.

 17.0.2.3 If participation to an event is cancelled by **GYMTASTICS GYM CLUB**, all prior payments will be reimbursed to the member by the **GYMTASTICS GYM CLUB**, so long as they are themselves collected back from the original recipients. It is understood that some amounts may or may not be refundable (this often depends on each events organizing committee).

 17.0.2.4 If an athlete (or his/her parents) cancels his/her previously confirmed attendance to an event, the member (and his/her parents) may be responsible for all costs. If there is a medical reason that your athlete can no longer attend a competition then there may be a full or partial reimbursement provided to you depending on that specific meet policy as well as timing of the withdrawal. A medical note must be provided before the event.

 **18.0 BEHAVIOR RULES** Gymnastics is a difficult and demanding sport. In order to develop excellence and safe participation, an individual must contribute a great deal of time, effort and perseverance. Some of the pre-requisites for quality performance and learning are a clear, focused and well-prepared mind and a well-conditioned body. Where an athlete's actions are not specifically covered in the list of potential infractions, yet are considered by the coaching staff to have a negative impact upon the club, the athlete or other people, appropriate disciplinary or corrective measures will be considered by **GYMTASTICS GYM CLUB.** The action taken will be dependent on the circumstances surrounding the incident or behavior.

 18.0.1 **General**

 **Gymnastics is a sport where appearance and behavior are extremely important.** Gymnastics carries with it a universal internal code of conduct and expected behaviors. **GYMTASTICS GYM CLUB athletes must appear clean, neat and well-behaved at all times and MUST behave according to the highest possible standards.**

18.0.1.1 All athletes must avoid any actions or activities that may negatively affect learning or performance of the safety of one-self or others.

 18.0.1.2 A positive approach to nutrition and other health-related matters is very important and should be practiced by the athlete. It should also be supported and encouraged by his/her family. Please ensure you send your athlete with a healthy snack.

 18.0.1.3 An athlete taking any prescribed medication must inform **GYMTASTICS GYM CLUB.** The International Olympic Committee (IOC) and the Canadian Olympic Committee (COC) ban many drugs and that list changes from time to time. **GYMTASTICS GYM CLUB** will enforce and cooperate with the sport authorities with respect to all doping rules and regulations.

 18.0.1.4 Tobacco, drugs, and alcohol have negative health consequences and should be avoided altogether. Smoking, drinking alcohol or taking drugs by any athlete will not be permitted whether within the facility, outside of the facility, club premises or while representing **GYMTASTICS GYM CLUB**.
 18.0.1.5 Profanity of any kind is strictly prohibited on club premises and at events.

 18.0.1.6 The use, possession or facilitation to possess illegal drugs will not be tolerated.

 18.0.1.7 **GYMTASTICS GYM CLUB** encourages members and their families to place the utmost emphasis on academic achievement. In the case of academic problems, members are encouraged to discuss the matter with the Program Coordinators and coaches.

 18.0.1.8 Athletes displaying unusual and potentially self-endangering behaviors during training (perhaps as a result of stress in other dimensions of their life) may be removed temporarily from training without any notice whatsoever. This decision rests with **GYMTASTICS GYM CLUB.** 18.0.1.9 For obvious safety reasons, parents are reminded not to distract their athlete, or any other athlete, during practice or at an event. **Parents wishing to address their athlete during practice are asked to obtain the consent of their athlete's coach prior to doing so.** Similarly, athletes are not allowed to leave the training floor without permission from their coach.

 18.0.2 **Appearance and Dress Code**
 18.02.1 Hair is to be tied back, kept off the face and should be of a length that does not cause distraction during training. It should not appear unkempt or present a risk of entanglement in the apparatus or elsewhere. **GYMTASTICS GYM CLUB** will determine the acceptability of any hairstyle.

 18.0.2.2 **Extreme hair and nail fashions (and colors) will NOT be accepted and each case will be dealt with individually by GYMTASTICS GYM CLUB. Only neutral-colored nail polish and hair coloring will be considered acceptable during competition season.**

 18.0.2.3 Jewelry is not allowed during training or at an event, with the exception of stud or very small hoop earrings. Rings, necklaces, anklets, watches and various body piercings are not to be worn during training or at an event.

 18.0.2.4 Female gymnasts must wear a one-piece bodysuit of the kind used in training or competition. Sleeveless suits and shorts are acceptable. Competitive male gymnasts must wear singlet and shorts, longs/or tight fitted T-shirt (muscle shirt). No loose/baggy t-shirts will be permitted.

 18.0.2.5 Tops or pants with cut-off sleeves or legs and any attire with holes, rips, and frayed ends are NOT acceptable.

 18.0.3 **Specific Gym Rules**
 18.0.3.1 **Viewing training for parents, siblings, friends, and family members is a privilege and not a right. It is understood that this privilege can be given or taken away.** Parent viewing is permitted in the mezzanine area, though due to distractions, pressure and the nature of progress, we ask parents to limit viewing to bi-weekly or to once a month.

18.0.3.2 There is not a formal snack break during training for those athletes who are training two hours or less. Athletes may bring a healthy snack that can be eaten within five minutes or in between events or bring a bottle of water/electrolytes/juice or other sort of drink during training. **NO HOT FOOD OR JUNK FOOD ALLOWED**. Food and other drinks will be restricted to the common area of the facility. Please refrain from eating in the washrooms.

 18.0.3.3 Athletes and family members must abide by the posted Gym Rules.

 18.0.4 **Medical Problem Protocol/Rehabilitation Procedure**

18.0.4.1 **Injuries, aches and pains MUST be reported to the athlete's Program Coordinator and coach before training begins, or as they happen. It is the responsibility of the athlete (and of his/her parents) to inform the staff of injuries, pains and aches created as a result of training or from other activities that the athletes may participate in.**

18.0.4.2 In the case where an athlete is injured during training or in other circumstances, **GYMTASTICS GYM CLUB** must be kept up to date about details of the diagnosis, the rehabilitation protocol established by health professionals and of the expected duration of the rehabilitation. The member will also inform **GYMTASTICS GYM CLUB** of any other information that pertains to the medical aspects of the injury.

 18.0.4.3 After an injury and rehabilitation period, a **medical doctor's written permission and or clearance** is required prior to the athlete resuming training.

 18.0.5 **ATTENDANCE**

 Improvements in performance and physical development require consistency in training. The training schedules are designed to trigger an appropriate training response. Lateness, absenteeism and early departures may lead to uneven development and a lowered performance potential. Athletes, who do not attend training regularly as required, are highly susceptible to injury and less capable of safely performing the required skills. Athlete’s must be picked up from training in a timely manner, no later than 15 minutes after training has been completed.

18.0.5.1 Athletes must attend all regularly scheduled training sessions.

 18.0.5.2 In the event that an athlete is sick or unable to attend training, he/she (or his/her parents/guardian) MUST notify the Program Coordinatorprior to the absence.

 18.0.5.3 In the case of a late arrival, an absence, or an early departure from training, the member is requested to notify the Program coordinator by email, or call the emergency number 403 – 225 – 8305.

 18.0.5.4 In non-emergency cases **GYMTASTICS GYM CLUB** can be reached through email: inquire@gymtastics.ca , and by phone 403 – 254 – 9010.

 18.0.5.5 Repeated absences, late arrivals and early departures will result in corrective measures taken by **GYMTASTICS GYM CLUB**.

 18.0.5.6 Athletes who wish to train at other facilities with other coaches (while they are away for any reason) MUST obtain prior approval by **GYMTASTICS GYM CLUB** Program Coordinator.

 18.0.5.7 Coaches and other staff ARE NOT to be disturbed at home, unless specifically authorized by the staff person.

18.0.6 **Competition**

 18.0.6.1 Competition is NOT a practice. For any competition, training camp, event, athletes will only be allowed to compete skills they have successfully shown in training at least TWO WEEKS prior to the event. It is mandatory to attend all training days the week prior to a competition or event.

* Level 9-10 athletes may be allowed to compete only certain apparatus for medical reasons only if the program Coordinator and coach feels it is the best decision
* Level 8 and lower, and Team Stars athletes must be prepared on all 4 apparatus in order to attend an event.
* If an athlete misses 5+ consecutive training days they must return to training consecutive days before participating in a competition, mock meet, training camp or event (at least TWO WEEKS). Whichever is two weeks based on their number of training days per week
* Level 8+ – 10 consecutive days
* Level 6/7 – 8 to 10 consecutive days
* Level 4/5 – 6 to 8 consecutive days
* Level 2/3, Team Stars – 4 to 6 consecutive days
* Any un-sportsman like behavior demonstrated by an athlete at a competition will result in immediate dismissal from the event with no refund

 18.0.6.2 **Parents, siblings or friends of developmental or competitive athletes are prohibited to talk to judges or evaluators about scores/evaluations at competition/evaluations.** 18.0.6.3 **For obvious safety reasons, parents, siblings or friends are NOT allowed to talk to the athletes or to other club's athletes during the entire duration of competition.** During competition, parents wishing to address their athlete must first obtain the consent of the athlete's coach. Similarly, athletes are not allowed to leave the competition floor without their coach's permission, in order to avoid disqualification. Parents are not to tell their athlete’s placements or scores during the competition.

 18.0.6.4 Parents/Guardians are NOT allowed to contact the various federations or organizing committees of events/functions/competitions to obtain information or to make requests of any nature. The parent/guardian is to obtain that information through **GYMTASTICS GYM CLUB.** Please remember that information can only be passed along to the member if the club first receives it.

 18.0.6.5 All athletes are required to compete in the official club competitive attire unless otherwise specified.

 **19.0 DISCIPLINING**

Discipline and respect for authority and for the applicable gym rules are paramount in gymnastics, partly because of the **inherent dangers associated with flight and inversion.** Coaches are responsible & accountable for their decisions and actions as professionals; consequently, they are afforded the authority to make decisions, as they deem appropriate. **Notwithstanding this, any form of verbal, physical or sexual abuse WILL NOT be tolerated at GYMTASTICS GYM CLUB.**

Coaches are allowed to use disciplining means such as "time-outs", verbal warnings and ultimately expulsion from the class (this being an extreme measure). Be it noted that an athlete expulsed from a class is NOT being expulsed from the building. The athlete is expected and must be told NOT to leave the premises, until the appropriate person arrives to take the athlete. Different coaches use different approaches to disciplining & different athletes require different approaches to being disciplined. Therefore, **GYMTASTICS GYM CLUB** recognizes the case-by-case nature of this matter.

 19.0.1 Failure to meet the expectations for behavior and conduct shall result in some or all of the following consequences:

* Problem solving, monitoring or reviewing behavior expectations with athlete and reprimand
* Parental involvement
* Temporary removal of privileges
* Temporary suspension of athletes from program
* Involvement of police
* Expulsion

 19.0.2 Grounds for disciplinary action that could lead to suspension or expulsion at the athlete’s expense exist when an athlete has demonstrated unacceptable behavior such as:

* Conduct which threatens oneself or others
* Assaulting another person
* Possession or use of illegal drugs, alcohol or inhalants
* Theft
* Willful disobedience and/or open opposition to authority
* Use of display of improper or profane language
* Interfering with the orderly conduct of classes or training sessions

 **20.0 RESOLVING CONFLICTS WITH THE PROGRAM COORDINATOR AND COACH**

 It's part of the nature of our sport that conflicts sometimes arise between parents and coaches. Conflicts are often the result of a difference of opinion between parent and coach over the career development of the parent's athlete. Additionally, lack of, or inadequate, or improper communication on the part of the coach or parent, compound the situation. **GYMTASTICS GYM CLUB** continually stresses the importance of good communication skills with coaches and makes it a regular topic in clinics and in coach's publications.