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## Waiver

**This handbook, it's references and attachments are general in nature and their brevity could lead to misinterpretation. No responsibility can be accepted for those who act on their contents without first consulting Administration to obtain specific advice.**

## Club Mission Statement

To encourage every gymnast to maximise their gymnastic potential, reaching the highest levels of artistry and performance to which they are capable and to which they aspire.

## Club Motto

Active Body - Active Mind

## State Peak Body

Gymnastics Queensland (GQ)

## National Peak Body

Australian Gymnastics Federation (GA)

## International Peak Body

Federation of International Gymnastics (FIG)

Gold Coast Gymnastics Club receives financial assistance from:



Funded by



Gambling

**Community Benefit Fund**

Queensland Government



**Queensland Government**

Department of Local Government, Planning,  
Sport and Recreation



JUPITERS CASINO COMMUNITY BENEFIT FUND

## **Welcome to the Gold Coast Gymnastics Club**

The Gold Coast Gymnastics Club was established in 1988. It is a community based, non-profit organisation which aims to enable children and adults of all ages and abilities to experience gymnastics to their fullest potential.

Gymnastics offers many physical, emotional and intellectual stimuli which benefit a growing child, and our club caters for all levels of ability and aspiration from toddler to high level competitive gymnastics.

Gymnastics activities promote strength, flexibility, balance and coordination and provide an excellent grounding for learning many other sports. The whole-body weight bearing activities involved in gymnastics help to prevent bone disease in later life. The Gymnastics training environment also introduces goal setting, discipline, cooperation, teamwork, listening & comprehension skills, taking instruction & criticism, performing to an audience and concentration.

Our club has the best equipped facility on the Gold Coast with a full complement of the Olympic Gymnastic apparatus, as well as Trampolines, Foam Pits, Safety harnesses and many other teaching devices. In addition to our excellent facility and equipment, GCGC also employs some of the most highly qualified and experienced coaching staff in Queensland.

Our proven systems and programs have resulted in us becoming one of Australia's biggest gymnastics clubs. Having so many gymnasts means that we have children of similar ages and abilities in each group which ensures appropriate lesson content for your child throughout their gymnastic pathway.

If at any time you have questions or concerns, please do not hesitate to contact administration.

Phil Hanson  
General Manager

## **Our Club Personnel**

### **The Management Committee**

The Management Committee meets monthly. All matters for the general meeting must be in writing to the secretary one week beforehand. Non-agenda items will not be discussed at this meeting. Although most of our coaching staff are paid professionals, our management committee and many other helpers are volunteers who offer their time for the benefit of the club. Some of these positions demand a great deal of time and effort for little or no recognition or reward. The GCGC Management Committee is elected by the club members every year at the AGM and we are always looking for enthusiastic, creative people to join the committee. If you would like to be involved in this area please contact our Administrator or Club President.

### **Administration**

The office is attended from 9:00 am - 6:00 pm weekdays and from 9:00 - 1:00 pm on Saturdays. The club employs administration staff to manage the accounts, enrolments, events, funding applications, special projects, scheduling, staffing, programming and other necessary administration.

### **Coaching Staff**

All coaches hold a minimum qualification of Level 1 under the Australian Coaching Council's National Coaches Accreditation Scheme (NCAS) or are in the process of gaining accreditation. Coaches who are in training are under the supervision of a qualified coach. Many of our coaches also hold tertiary qualifications in Physical Education. Accreditation procedures also require that coaches hold a current senior First Aid certificate or equivalent. Surprisingly, many of our younger coaches possess high levels of up to date technical expertise in gymnastics as a result of many recent years of intensive training as competitors. For this reason they are employed in the area of preparation of our competitive teams and sometimes as assistants in the recreational areas. Don't be fooled by their size as most gymnasts are older than they look.

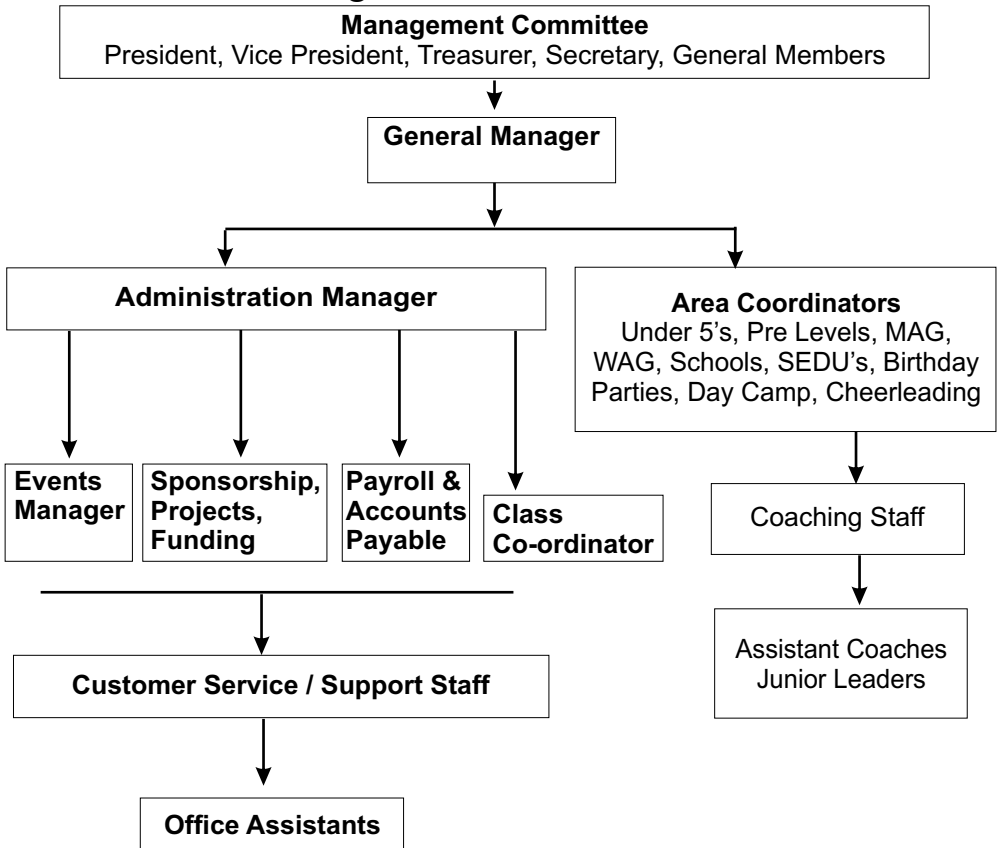
### **Junior Leaders**

This is a reward based program for gymnasts over 12 years. Under this program participants learn about Coaching, Judging, Administration and Events Management. This program can lead into coaching and traineeships.

### **Blue Card**

All staff and volunteers are required by law to hold a current and valid Blue Card. ( Working with children suitability card)

# Organisational Chart



## **Other people around the gym**

As a leading gymnastics club we frequently have coaches from other clubs observing or assisting with training as a means of meeting their compulsory annual updating requirements for the National Coaches Accreditation Scheme (NCAS). These coaches are under the supervision of our own coaching staff. We also sometimes have coaches and gymnasts from other clubs visiting to take advantage of our facility and experienced coaches.

# OUR CLUB PROGRAMS

## **M&M's, Smarties, Jelly Tots and Jelly Beans (Under 5's)**

Tumbling, balancing, jumping, rolling, swinging and movement to music for under 5's. Upon completion of the Jelly Beans program, children will be ready for the Pre-Levels program.

### **Pre-Levels**

Basic introductory gymnastics for 5-7 year olds. There are 3 stages for girls and boys - Bronze, Silver and Gold. Upon completion of Gold, gymnasts are ready to enter the National levels stream at Level 1.

### **Men's Artistic Gymnastics (MAG)**

Gymnastics skills and routines of progressively increasing difficulty on six apparatus: Vault, Pommel Horse, High Bar, Parallel Bars, Floor Exercise and Rings.

### **Women's Artistic Gymnastics (WAG)**

Gymnastics skills and routines of progressively increasing difficulty on four apparatus: Vault, Uneven Bars, Balance Beam and Floor Exercise.

### **Trampoline Sports**

Acrobatic and tumbling skills performed on trampolines, mini trampolines and sprung floor strips. Competitive or recreational participation available.

### **Cheerleading**

Cheerleading is an entertainment art form and a very dynamic and exciting sport. Cheerleading is a competitive sport. Classes are available for beginners to experienced.

### **Adults Classes**

Beginners to advanced level. Work at your own pace. Popular with ex-gymnasts, parents, dancers, entertainers and stunt workers

### **Special Groups**

Many groups with special needs or interests use our facility and coaching staff such as the Special Education Units, Child Care Centres, Vacation Care groups, Stunt workers, Entertainers, Athletes from other sports, Preschools, Primary schools and High Schools..

### **Private Tuition**

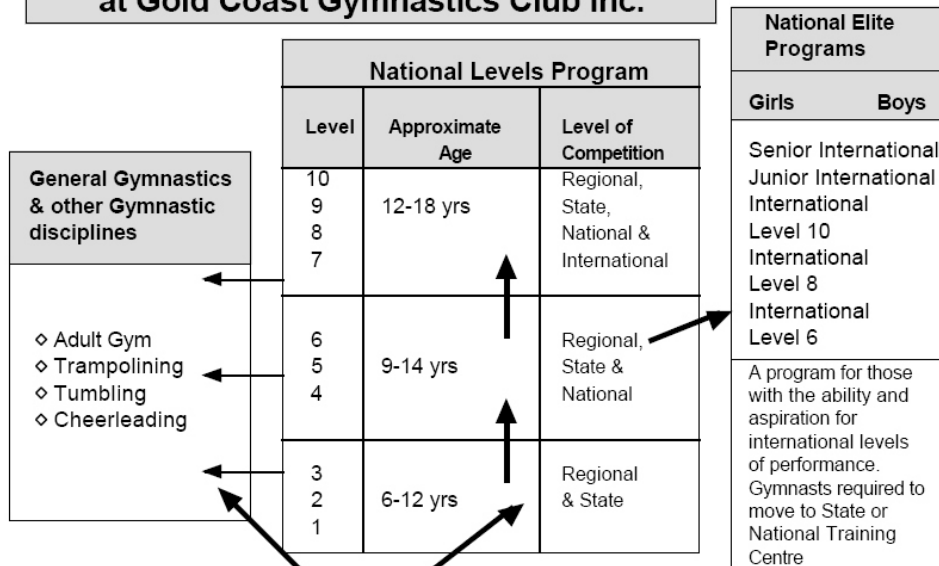
Available by consultation with your coach. Available subject to availability. Suitable for accelerated learning, problem solving, routine choreography, competition preparation and special needs.

### **Birthday Parties**

We supply the food, clean up the mess and provide two hours of fun filled gymnastics and games for the whole gang.

# YOUR GYMNASTICS PATHWAY

## at Gold Coast Gymnastics Club Inc.



<b>P R E L E V E L S</b>	<b>GOLD</b>	↑	<p><b>The Program:</b> GCGC Pre-levels is an ability based, non-competitive, progressive and systematic program for school aged beginners and our 'Under Fives' graduates.</p> <p><b>Outcomes:</b> Gymnasts can enter the program at a level suited to their own competence, and upon graduating will have the necessary skills and fitness to enter the National Levels Program at level 1. Participation in the GCGC Pre-Levels Program stimulates and develops strength, flexibility, balance, coordination, posture and movement confidence.</p> <p><b>Content:</b> Pre-Levels activities are an extension of the Under Fives program with a greater emphasis on gymnastic skill development and technique. Activities include swinging, support, locomotion, climbing, jumping, landing, balancing, bouncing, tumbling, and gymnastic specific strength and stretching exercises.</p>
	<b>SILVER</b>	↑	
	<b>BRONZE</b>	↑	
	Age: approx. 7-9 years		
	Age: approx. 6-8 years		
	Age: approx. 5-7 years		

<b>U N D E R  F I V E S</b>	<b>JELLY BEANS</b>	↑	<p><b>The Program:</b> GCGC Under Fives is an age based, non-competitive, progressive and systematic program for Pre-school aged beginners.</p> <p><b>Outcomes:</b> Gymnasts enter the program at a level determined by their age and upon graduating will have the necessary skills and fitness to enter the GCGC Pre-Levels Program at Bronze level. Participation in the GCGC Under Fives Program stimulates and develops strength, flexibility, balance, coordination, hand-eye coordination, fine motor skills, listening, concentration, discipline, group interaction and movement confidence.</p> <p><b>Content:</b> Activities in the Under Fives Program include swinging, locomotion, support, climbing, jumping, landing, balancing, bouncing, tumbling, movement games and movement to music.</p>
	<b>JELLY TOTS</b>	↑	
	<b>SMARTIES</b> (parent assisted)	↑	
	<b>MINI MOVERS</b> (parent assisted)	↑	
	Age: 4 - 5 years		
	Age: 3-4 years		
	Age: 2 - 3 years		
	Age: 1-2 years		

## **COMPETITIVE Vs RECREATIONAL GYMNASTICS**

Our club recognises a clear distinction between recreational and competitive gymnastics. This handbook designates you/your child as recreational. From Level 1 onwards, gymnasts who are suitable to pursue competitive gymnastics may be invited into a competitive training group.

The content and delivery of training programs is different for competitive and non-competitive groups. Non-competitive groups have a philosophy of fun, fitness, friendship and fundamentals. These programs aim to give a broad introduction to gymnastics equipment and activities and allow children to progress at their own pace.

In competitive training groups there are high expectations placed on the gymnasts to work hard and improve their physical abilities and skills. Positions in competitive groups are offered on the understanding that the gymnast aspires to high levels of performance and intends to fully meet all of the training commitments of that group.

### **Expectations**

#### **What can the gymnasts and parents expect from GCGC?**

The gymnast can expect the dedication of their coaches to the task of developing their gymnastic ability to their maximum potential. Additionally they can expect that the coaching staff will abide by professional and ethical standards of the highest degree.

No guarantees can be made regarding the outcomes of competitions or the level of competence to which a gymnast will rise. We can only assure you that the programs we put in place will give your child the best chance to maximise their own potential if correctly followed with effort, persistence and determination.

#### **What are the expectations of a gymnast and parent when joining a class?**

The gymnasts will be expected to arrive on time, follow instructions, and apply themselves to the program. Parents are expected to be supportive, ensure that adequate sleep and a nutritious diet are provided, and ensure that their child arrives at the appropriate time and is picked up on time.

Both children and parents are expected to abide by their respective rules at the back of this book.

## **Fees Policy (Recreational Groups)** **Club Membership and Registration**

The Club Membership package includes Club Membership, Gymnastics Queensland Registration, Sports Insurance and Club T-shirt. This is non-refundable. The QGAI registration and Sports insurance is transferable between clubs but not from one gymnast to another. The Club membership and QGAI registration is valid from the date of payment until the end of December of that year. A family discount of 10% applies for the 2nd and subsequent family members. Membership & registration fees are renewable each January and must be paid prior to your child's second class, this includes new registrations. Memberships for one term only and for remote members (those training at HPC's) are available for \$50 and but not include all benefits.

### **Fee Payments**

Class fees pay for your child's position on a class. Non-attendance does not qualify you for a refund or credit except under special circumstances, where an application must be made to the Administration Manager. All accounts for term fees are due in their entirety when re-booking, except where a successful application has been made in writing to the Administration Manager for payment installments, and that agreement is currently being honoured.

### **Priority Re-booking System**

Re-booking allows us to be fully prepared for the following term's classes, maintaining our low gymnast to coach ratios and staffing with the best available and most suitable coaches. Rebooking notes will be handed out towards the end of term stating whether your child is staying in the same type of class or graduating to a new class for the following term. Rebooking can be done over the phone using your credit card, or at reception during opening hours. By filling in an Automatic Rebooking Form which you can obtain from the office, you can opt to be automatically rebooked each term via your credit card. This option is only open to gymnasts who are remaining in the same class, same day, same time.

Our priority re-booking system affords first priority to those who are already in a class when rebooking for the new term. After the priority rebooking week however, positions are open for anybody to book into any suitable class where a vacancy exists. It is important therefore, that if you wish to retain your place in the class for the new term, you should rebook during the priority rebooking week. Sometimes classes are moved or cancelled from one term to the next due to changing demand or coach availability. If your class has been moved or rescheduled you will only be able rebook after the priority deadline, unless a new replacement class has been scheduled for your class. If for some reason you cancel your booking you will forfeit 2 weeks of fees. The Administration Manager may consider special circumstances. Re-booking is not compulsory, however if you don't you may lose your child's position in that class. Re-booking fees will not be accepted until any prior outstanding debts to our club or any other club have been finalised.

### **Hours of Training**

If gymnasts leave early or arrive late this does not entitle a discount on fees as all the club's costs are the same regardless of gymnast leaving.

### **Term Length**

Fees are calculated on a term basis, with typically 9-11 weeks in each term and approximately 40 weeks per year, generally aligned with the public school terms. New gymnasts starting part way through the term are charged on a pro rata basis.

### **Overdue Accounts**

If for some reason you are unable to pay your account at time of booking you may apply to the Administration manager to arrange a payment plan. This application can be made at time of booking when you will need to pay half the amount for the term and then the balance will be required first day back for new term. A penalty fee of \$25 will be issued if installments are not made by the agreed dates. Please be aware that if your fees are not kept up to date, and no arrangement has been made with the Administration Manager, your child's position in that class may be forfeited. If this occurs no refunds or credits will apply for the Membership package.

## **Family Holidays**

Gymnasts that miss training sessions to go on holidays are not entitled to a fee reduction but can use their 2 allocated make-up classes. See policy on make-ups. Any session cancelled by the coach or club will be made up for at a later date or a credit applied to your account.

## **Trips or Tours**

No refund or discount on fees is given for gymnasts away on gymnastics trips & tours.

## **Make up Classes**

Gymnasts are allocated 2 make up classes per term to be used in the event of their child being unable to attend their class. You must inform the club that your child will not be attending prior to their class starting to be able to claim a makeup. The make up lessons are offered only if a position is available in that particular type of class and must be taken during the current term. If a child is unable to attend for two or more weeks due to illness or injury, a refund for missed classes can be obtained by presenting the administrator with an appropriate medical certificate for the period.

## **Public Holidays, Rest days**

There are no recreational classes on public holidays. This does not entitle parents to a refund for a missed lesson as the account has already been adjusted accordingly when booking in.

## **Other Activities, Extra Training**

Competitions, private lessons, extra training sessions, day camps, sleep overs, TGIF's etc are to be paid for at the time of booking, however club fees must be completely up to date in order to book for one of these activities.

## Events Entry Fees

### Late Entry Policy\*

In order to organise an event, including the sessions, groups, rotations, coaches, judges and support staff, the event manager needs to begin with the number of competitors in each level and division.

Any late entry applications will be considered by the event manager on a case by case basis. If the event manager is able to accept the late entry, a late fee of \$20.00 will apply in addition to the entry fee.

### Refund Policy\*

Refunds will be given at the discretion of the Event Manager and will require a valid and relevant medical certificate. Refunds will be calculated to exclude any expenses incurred by the club on your behalf, which cannot be recovered.

\* Please note that State or Nationally Sanctioned Events including those hosted by GCGC, or events organised by other clubs, will have closing dates and refund policies as set by those organisations.

**Circumstances not covered in this handbook will be dealt with on a case - by - case basis by the coaching director, Administrator or the Club's Management Committee.**

## Clothing

Club training uniforms are recommended but not compulsory. They can be purchased through the office. Clothing manufacturers sometimes visit the club so that parents can place orders for optional leotards etc. You deal directly with the manufacturer and you must pay for and collect the merchandise yourself. Some recreational children do compete in competitions and they are expected to wear a competition uniform which may be ordered through the office. A 50% deposit is required upon ordering. Care must be taken with measurements as the club will not be responsible for leotards not fitting properly. Allow one month for delivery.

# **OTHER PROCEDURES AND INFORMATION**

## **Notification of changes to medical and contact details**

Parents must immediately notify the administrator of any change in address or telephone contact details or any medical or disability information which may be significant to the coaching of the child. You may be required to fill in a new membership form indicating the new conditions. All medical conditions require an action plan. Please collect a form with your registration. Having an email address and mobile phone number on our file will enable you to receive more information and earlier notification.

## **Medical Clearance**

Gymnasts may at some time be required to produce a medical certificate confirming their fitness for classes or their general health status prior to being permitted to participate.

## **Dropping off and picking up gymnasts**

Parents are requested to come into the foyer to drop off and pick up their children. Please remind your children to wait inside the holding bay for you after class. Please be 5 minutes early to drop off and on time to pick up your children. If you will be late to pick up or drop off, please contact the office and advise of your expected arrival time. A fee may apply if your child is left in our care without prior arrangements being made. This fee will be \$10 for every quarter of an hour over the time the child should have been picked up. If somebody other than usual will be picking up your child please notify the office or their coach beforehand. If there is a specific person/s not permitted to pick up your child, please notify the office in writing.

## **School Holiday Classes**

Classes are usually offered during the school holidays. Please see reception for details as the end of term approaches. These classes are charged for separately.

## **Changes to Coaching Staff**

While we attempt to give the children consistency in coaching staff the club reserves the right to change coaching staff without

## **Positions in Classes and Program Content**

Positions in any class are offered at the discretion of the coaching staff and may be withdrawn by the coaching staff. Coaches are the correct people to make decisions about any gymnast's readiness to progress, the content of a program or any other coaching related matter.

## **Fire & Emergency Procedure**

Please read the Fire and Emergency Procedure and explain it to your child.

### **Procedure for Gymnasts**

1. Stop all gymnastic activities
2. Follow the directions of the coach or person in charge
3. Leave the building via the nearest safe exit in a calm, orderly, manner
4. Wait on the oval on the western side of the building for further instructions.

### **Procedure for Parents & Spectators**

1. Leave the building via the nearest safe exit in a calm orderly manner
2. Wait on the oval on the western side of the building for further instructions.
3. The coaching staff will take the children to the nearest exit so please do not attempt to take your own children out of the building

### **Safety**

The Gold Coast Gymnastics Club reserves the right to refuse or rescind a position in any group or class without a warning or counseling where a coach feels that an individual presents a risk to the safety of him/herself or others. Failure to follow instructions or act in a reasonable, sensible way may constitute such a risk. Physical or verbal abuse of a gymnast or staff member may constitute such a risk.

### **Assumption of risk**

Like any sport or physical activity, participation in gymnastics carries an inherent risk of injury. Because many gymnastics activities require inversion (turning upside down) of the body, the sport by it's nature carries a risk of head and spinal injury. This risk is greatly controlled in a supervised class with a qualified and experienced instructor. Parents should explain this risk to their children prior to accepting membership.

## **Hand care**

Swinging by the hands often causes blisters. A blister which has broken while swinging is called a rip. Because the superficial layer of skin has been removed in the case of a rip, there is potential for infection.

The hands should always be washed thoroughly following training to remove all chalk and dirt. Blisters should not be broken. If a blister has broken the area should be kept clean. To avoid hardening of the area which may cause cracking of the skin, vitamin E oil or cream should be applied to the area. This must be completely washed off before the gymnast comes into class. If the area appears to become infected please consult your doctor.

## **Lost property**

Lost property is placed in the lost property basket in the foyer. Items may not be removed from here unless they belong to you. At the end of each term the lost property is donated to charity. Remember that if your child has a gymnastics T-shirt there is a great likelihood that there are identical shirts owned by other gymnasts in the club. We strongly suggest that you label all clothing and equipment with your child's name. Sometimes valuables such as watches, rings, hand guards etc may be kept in the office by the Administrator. The club accepts no responsibility for any items left behind at the gym. We strongly advise that you do not leave valuables unattended in the foyer, holding bay, toilets or car park. Gymnasts should not bring valuables to the gym.

## **Viewing from inside the gym**

During competitions or some special events at our club, the retractable seating will be pulled out and spectators are invited to sit and watch from inside the gym. Please enter from the side door - not through the gym.

Please do not allow other children to wander into the training area or touch any equipment. Children or adults who may accidentally wander into the path of a gymnast risk serious injury to themselves and the gymnast. Viewing from inside the holding bay is not permitted at any time. This area is strictly for gymnasts waiting before or after a class or Smarties and Mini Movers parents awaiting a class to start. Your co-operation regarding the holding bay helps us to better look after the personal safety of the children.

## **Fundraising**

All fundraising activities at the club must be approved in advance by the management committee.

## **Sponsorship**

Our club has many benefits to offer a potential sponsor. If you would like to advertise your business in our monthly newsletter, or if you know of any business owners or companies who may be interested in sponsoring the club or a gymnast please contact reception. Parents who are seeking sponsorship for their child should contact the reception regarding the procedure for approaching sponsors.

## **Media Liaison**

All media liaison which mentions the club, it's programs, gymnasts, staff or management must first be cleared with the Coaching Director to ensure that information is appropriate and accurate.

## **Feedback**

The committee and staff welcome your feedback on improving our club.

## **Privacy Statement**

In accordance with the Privacy Amendment (Private Sector) Act (2000), the information we collect about you will be used *primarily* for matters specifically related to participating in gymnastics and/or if a *secondary* purpose is related to the primary purpose and one could reasonably expect such use or disclosure.

To assist in providing our services, the organisations to which we disclose information include:

✍ Outsourced service providers who manage the services we provide to you, including:

- ✍ Gymnastics QLD
- ✍ Gymnastics Australia
- ✍ Insurers
- ✍ Sport Education Section (ASC)
- ✍ Our professional advisors, including our accountants, auditors and lawyers
- ✍ Government and regulatory authorities and other organisations, as required or authorised by law

We limit the use and disclosure of any personal information provided by us to such organisations for the specific purpose for which we supplied it.

# **Grievance Procedure**

## **Administrative & Payment Related Matters**

In the first instance such matters should be discussed with the Club's Administrator. If the matter is not resolved to your satisfaction then you may write to the Management Committee who will consider your case.

## **Coaching Related Matters**

In the first instance such matters should be brought to the attention of the Coordinator / Head coach of your child's program. If the matter is not resolved to your satisfaction then you should speak or write to the Coaching Director. If the matter is still not resolved to your satisfaction then you should write to the Management Committee to express your concerns.

You may ask to be present at a committee meeting to present your case, however you may be asked to leave while the committee discusses and decides on your matter.

No complaint or request will be considered unless the correct grievance procedure is followed.

## **Gold Coast Gymnastics Club Member Protection Policy**

This policy has been developed to ensure that our members are provided with a safe and respectful sporting environment whilst participating in activities run by this club. The Gold Coast Gymnastics Club is committed to providing a safe environment for children that is free from harassment and abuse for everyone, and promotes respectful and positive behaviour and values.

This policy provides a code of conduct forming the basis of appropriate and ethical conduct which everyone must abide by. This is an essential part of our organisation's proactive and preventative approach to tackling inappropriate behaviour.

The Management of this organisation is committed to ensuring that everyone associated with the Gold Coast Gymnastics Club complies with this policy at all times. The full policy can be found on our website [www.goldcoastgymnastics.com](http://www.goldcoastgymnastics.com) or by request from reception.



## Gymnasts Code of Conduct

- \* Play by the rules and be a good sport. Acknowledge all good skills or routines whether they are by your team-mates or from other clubs.
- \* Be prepared to lose sometimes. Everyone wins and loses at some time. Be a fair winner and good loser.
- \* Treat all others as you would like to be treated. Do not interfere with, bully or take unfair advantage of another gymnast.
- \* Co-operate with your coach, parents, and team-mates.
- \* Train to be the best you can be.
- \* Do not use derogatory language based on gender, race or impairment.
- \* Follow the instructions of your coach at all times.
- \* Never use a piece of equipment or try to do any skill without being instructed to do so by your coach.
- \* Notify your coach immediately if you hurt yourself.
- \* Never enter the training area without being invited by your coach, and always leave the training area when dismissed by your coach. Use the outside toilets before or after class.
- \* If you need to leave the training area or go to the bathroom you must first ask the coach for permission.
- \* If nobody is there to pick you up after class, wait inside the holding until they arrive. If they are more than 10 minutes later than expected, notify your coach or the administrator so that they can call somebody for you.
- \* No food or drink is permitted in the training area.
- \* Treat equipment gently. When you move equipment make sure that it is left in a position that will not damage it. Never break or pick foam. Never write on or rub off the chalkboards - these are for the use of coaches only.

## **Parents Code of Conduct**

- \* Encourage children to participate if they are interested. If they are not, don't force them.
- \* Focus on enjoying the sport, reducing the emphasis on winning.
- \* Teach children that an honest effort is as important as victory, so that the result of each competition is accepted without undue disappointment.
- \* Encourage children to always play by the rules.
- \* Do not criticize children in front of others, but reserve constructive criticism for more private moments.
- \* Remember children are involved in sport for their enjoyment, not yours.
- \* Remember a child learns best by example. Applaud good skills and routines by all teams.
- \* Accept decisions of all judges as being fair and called to the best of their ability. Do not raise issues of disagreement publicly.
- \* Do not use derogatory language based on gender, race or impairment. Parent's behaviour and language should always be appropriate in the presence of children and in keeping with our family environment. Set a good example by your own conduct, behavior and appearance. Support all efforts to remove verbal and physical abuse from sporting activities.
- \* Do not criticise coaches, gymnasts, opposing team members and supporters (particularly whilst watching a competition). If you have a concern, make a time to see your coach or co-coordinator.
- \* Avoid gossiping about coaches, other gymnasts, programs or the club - particularly in front of gymnasts or parents. This can be a source of misinformation.
- \* Support the staff and officials in their enforcement of the rules and their coaching techniques. If you have a problem with either of these, please follow the correct grievance procedure.
- \* Do not enter the training area or office unless invited to do so by a coach. In the event that you need to speak to a coach urgently when they are on the floor, please ask the administrator to pass on the message. If it is not urgent please leave a message for the coach to contact you.
- \* Once your child enters the training area they are in the care and supervision of the coaching staff. Please refrain from attracting their attention until they have been dismissed at the end of the class. You should not remove your child during class without first speaking to the coach.
- \* Photography or video: If you wish to take a photograph or video of your child on equipment, please make arrangements with reception. Under NO circumstance is a photo/video to be taken without prior arrangement.

## **Our Policies**

Our complete policies are available at [www.goldcoastgymnastics.com](http://www.goldcoastgymnastics.com) or available on request from reception.

\* Member and Child Protection Policy

\* Privacy Policy

\* Fees Policy

\* Health and Safety Policy

\* Acquiring Images of Children Policy

## **Useful Links**

\* Gymnastics Australia - [www.gymnastics.org.au](http://www.gymnastics.org.au)

\* Gymnastics Queensland - [www.gymqld.org.au](http://www.gymqld.org.au)

\* Sylvia P Sportswear - [www.sylviap.com.au](http://www.sylviap.com.au)

\* Australian Sports Commission-[www.ausport.gov.au](http://www.ausport.gov.au)

\* Sport & Rec Qld -[www.sportrec.qld.gov.au](http://www.sportrec.qld.gov.au)

\* Australian Institute of Sport -[www.ais.org.au](http://www.ais.org.au)

\* AIS Nutrition - [www.ais.org.au/nutrition](http://www.ais.org.au/nutrition)