



# WAG PARENT HANDBOOK 2020

**2020**

**YMCA GEELONG**

25 Riversdale Road, Newtown 320

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## **Gymnastics Bookings and Enquires**

Ph: 5223 2714

### **NEWTOWN STADIUM**

25 Riversdale Road  
NEWTOWN, VIC 3220

**Duty Manager M: 0433 554 089**

Email: [newtownstadium@ymca.org.au](mailto:newtownstadium@ymca.org.au)

### **YMCA ARENA**

110 Victoria Street NORTH GEELONG, VIC 3215

**Duty Manager: M: 0406 007 182**

Email: [northgeelong@ymca.org.au](mailto:northgeelong@ymca.org.au)



# SAFEGUARDING CHILDREN AND YOUNG PEOPLE COMMITMENT STATEMENT

**“Mankind owes to the child the best it has to give.”**

United Nations Convention on the Rights of the Child 1989

The YMCAs of Australia recognise that all children and young people have the right to develop and reach their potential in environments that are caring, nurturing and safe.

The YMCAs of Australia considers any form of child/young person abuse, inclusive of emotional, physical, sexual abuse or neglect, as intolerable under any circumstances

The YMCAs of Australia have a legal, moral and Mission-driven responsibility to protect children and young people from harm and to ensure that any incidents of suspected child abuse are promptly and appropriately managed

**The YMCA supports the Government’s position that in our society every child and young person deserves the right to thrive, learn and grow, be respected and valued and enabled to become an effective adult member of the community. The YMCA supports the concept that a community in which the safety, stability, health, development and learning of every child and young person is protected and promoted throughout childhood.**

YMCA Geelong is committed to ensuring that the people who care for children and young people in YMCA programs or services, act in the best interests of the children and young people in their care and take all reasonable steps to ensure their safety. In particular, we are committed to providing an environment where all children and young people are protected from any form of abuse or mistreatment.

YMCA has a duty of care to provide services and places that are safe, open and honest environments that protect children and young people; and where the staff and volunteers who work with children and young people, work within our values of Honesty, Caring, Respect and Responsibility.

YMCA Geelong Safeguarding Children and Young People Policy and Procedures has been benchmarked against the Australian Childhood Foundation safeguard children program and replaced the previously approved Safeguarding Children and Young People Policy approved by the Board of YMCA Geelong Inc. 10/12/2007.

The policy directly addressed the National Council of YMCAs of Australia Safeguarding Children and Young People Policy was updated and approved at the Annual General Meeting on 21/11/2017 and should be read in conjunction with YMCA Geelong’s Safeguarding Children and Young People Policy and Procedures which are available on the [www.geelong.ymca.org.au](http://www.geelong.ymca.org.au)

# YMCA GEELONG INC.



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# YMCA GEELONG GYMNASTICS

Welcome to the **YMCA Geelong Gymnastics Club**. This handbook has been collated to provide you with all the necessary information to assist with your child's enjoyment of their gymnastics experience.

Information in this handbook specifically relates to girls participating in the Women's Artistic Gymnastics (WAG) Competitive Program.

**YMCA Geelong Gymnastic Club** offers various methods of progress; ensuring your child can develop at their own pace. Our objective is to provide an environment that is SAFE, FUN and CHALLENGING which can cater to children of all ages, abilities and aspirations.

Through our carefully constructed programs, your child can progress in a number of key developmental areas. Our focus is on building children's Confidence, Coordination, Creativity and acquiring Self Discipline. We utilise Gymnastics to inspire your child to enjoy learning incorporated through physical activity.

**YMCA Geelong Gymnastics Club** can provide the enjoyment and challenge your child is seeking through sport and we look forward to your involvement for many years to come.

Should you have any questions or require further assistance please don't hesitate to contact our friendly Customer Service Staff at the reception.

## **Customer Service Hours**

Monday – Friday	9am – 6pm
Saturday	9am – 12noon

# YMCA GEELONG

The YMCA is a non-profit organisation with the objective of delivering programs and services to make a difference to people's lives providing a healthier, happier and connected community. We do this through our people and programs and our club aims to be inclusive, welcoming, a place that values young people's contribution and supports those in need.

The YMCA was established in 1844 in England and operates in 122 countries worldwide, providing programs for 60,000,000 people. In Australia, the YMCA operates out of 500 sites where staff and volunteers deliver professionally designed programs to thousands of Australians every day in recreation, accommodation, child care, camping, youth and family services.

## **YMCA Geelong offers the following Programs:**

- Judo
- EdGym
- Gymnastics
- Basketball
- Cheerleading
- Fitness Classes
- Active After-School Programs
- School Holiday Programs
- Camping at the newly refurbished Camp Wyuna in Queenscliff

## **YMCA Geelong Gymnastics Staff**

### **ILP Program Coordinator—Rhian Jamieson**

- BSc (HONS) Sport & Exercise
- MSc (HONS) Sport & Exercise Psychology
- Advanced Silver Coaching Accreditation
- Over 12 years coaching experience

### **Head of Gymnastics —Rachel Crawford**

- Advanced Silver Coaching Accreditation
- Advanced Judge Accreditation
- 20 years coaching experience
- Head Coach Geelong Gymnastics Program since 2006



## **YMCA Geelong Gymnastics Coaches must maintain the following qualifications/requirements:**

- Accreditation with Gymnastics Victoria (including ongoing updating and workshops)
- Current qualifications in First Aid and CPR
- Trained in and 'bound to' the YMCA Safeguarding Children and Young People Policy
- Staff over the age of 18 undergoes a Police Background Check
- Staff over the age of 18 undergoes a Working with Children Check
- Staff complete the Safeguarding Children and Young People online training annually

## **Enrolment Procedure**

Payment and enrolment for Competitive Gymnasts is via direct debit only which will need to be organized prior to the first session to secure a place.

Each gymnast is required to submit a completed Direct Debit Form prior to their first class. This includes signed authorisation by the Parent/Guardian as follows:

- Consent to participate in the Gymnastics program
- Contact details for General and Emergency situations to be kept on file
- Consent for the YMCA to seek Medical Treatment for the gymnast if required

YMCA requires signed authorisation to remain on file for the duration of participation in the Gymnastics program. Please advise reception of any relevant change of details so that our records remain current.

All family and student, medical & contact details must be provided to reception upon enrolment.

YMCA Geelong follows Information Privacy Principles (IPPs) under the National Privacy Act.

# YMCA GEELONG

## **Gymnastics Victoria Registration**

In order for YMCA Geelong to maintain affiliation with Gymnastics Victoria, it is a mandatory requirement that every gymnast pay the Annual Registration Fee. This Registration Fee includes Personal Accident Insurance and is payable at reception prior to the first class.

YMCA Geelong charge an administration fee per annum payable each calendar year.

## **Gymnastics Victoria Association**

Gymnastics Victoria (GV) is the peak body for the sport. GV is an organisation comprised of affiliated clubs and registered members. It is the controlling body for all gym sports within the State.

Gymnastics Victoria is affiliated with Gymnastics Australia (the governing body of gymnastics within Australia) which is affiliated with the Federation of International Gymnastics (the governing body of gymnastics world-wide).

All participating athletes, coaches, judges and officials must be registered members of the State Gymnastics Association. Registration includes an insurance package through Gymnastics Australia.

All registrations are void at the end of each calendar year; therefore all members must re-register at the beginning of each year.

All gymnasts are registered within 48 hours of their membership payment and details being received. This goes to the State Gymnastics Association who then forwards on to Gymnastics Australia. Delay in payment of this fee will mean that the participant is unregistered and therefore un-insured.

The main benefit of being a registered member with the State Gymnastics Association and Gymnastics Australia is that the participant will be covered under personal accident insurance and will have access to State and National events.

## **Gymnastics Victoria**

138 High Street  
PRAHRAN VIC 3181  
Phone: (03) 9214 6020  
Email: [info@gymnasticsvictoria.org.au](mailto:info@gymnasticsvictoria.org.au)  
Web: [www.gymnasticsvictoria.org.au](http://www.gymnasticsvictoria.org.au)

## **Gymnastics Australia**

32 Cleeland Road  
OAKLEIGH SOUTH VIC 3167  
Phone: (03) 9830 4588  
Email: [ausgym@gymnastics.org.au](mailto:ausgym@gymnastics.org.au)  
Web: [www.gymnastics.org.au](http://www.gymnastics.org.au)

## **Term Payments**

YMCA Geelong only accepts:

Direct Debit for all Competitive gymnasts

Please speak to reception to sign the relevant paperwork on booking. 14 days notice is required. Cancellation forms need to be completed and signed 14 days prior to stopping the direct debit process.

Direct payment—Reception (refer Office Hours)

## **Concession**

Family Health Care Card or pension card holders receive a 10% discount off Term Fees.

YMCA is a non-profit organisation; fees are kept to a minimum to ensure programs accessible to all. If a concession is required, we may offer assistance where possible. However, as with all participants in the Gymnastics Program, please consider helping with fundraising or working bees throughout the year. A couple of hours of your time would be much appreciated.

Families who have 3 or more children participating in competitive Gymnastics will receive a 10 % discount for the 3rd Child

# YMCA GEELONG

## **YMCA Open Doors Program**

The YMCA aims to provide programs to all people regardless of their ability to pay. If your family requires financial assistance please arrange to meet with Newtown Centre Manager Paul Barbagallo to discuss how we can help.

## **Refunds and Credits**

Credits may be issued when accompanied by a medical certificate for multiple classes missed, for singular classes missed you will be entitled to a makeup class. Refunds for term fees are not offered. Refunds/credits cannot be issued due to family taking holidays, as the costs of the class still needs to be covered.

## **Make-up' Classes**

'Make-up' Classes are offered should a gymnast miss a class due to:

- Sickness
- School Camp
- Special Family Events
- Max 3 per term

Please be aware class ratios and apparatus allocation are coordinated prior to term commencing. For this reason, 'Make-Up' classes cannot be permitted for the purpose of attending a friend's birthday or non-attendance due to lack of desire to attend.

Bookings are essential for all 'Make-up' classes due to health & safety i.e. ratios Head of Gymnastics— Rachel Crawford shall select appropriate Make-up Classes. Should the YMCA cancel a class, 'Make-up' class options will be made available.

## **Competition Payments**

Competition payments are made at Reception and MUST be paid by the due closing date; Competition calendars will be sent out by email and with information packs at the start of the year. Coaches and reception must be notified if your child is NOT attending a competition.

## Heat Policy

YMCA has a number of policies and procedures in place to ensure the well being of participants, one of these is the YMCA Extreme Heat Policy.

Our staff monitor the venues and check that the ambience temperature inside the building meet the requirements of the Heat Policy. If the ambience temperature is above 36 degrees inside the facilities the training will be rescheduled, postponed or cancelled and parents will be contacted via sms.

Please refer to website [www.geelong.ymca.org.au](http://www.geelong.ymca.org.au)

## Warm Up

Gymnasts are required to be punctual for each class. Appropriate warm up and stretches at the start of each class play a crucial role in injury prevention.

Gymnasts arriving late will still be required to warm up, therefore missing valuable time on the allocated apparatus.

## Supervision

Parents are welcome to watch classes from the foyer. Should you choose to leave the YMCA during classes please ensure that we have contact details on file. The car park is a potentially dangerous place for children. Children are to wait for parents **inside the YMCA building**. Please note that for safety reasons staff will be required to wait with children who have not been picked up on time. Please ensure that you collect your children ON TIME! Repeat offences will incur a fee so that we can pay the staff for their time.

## Lost Property

A Lost Property basket is located in the foyer and should be checked regularly. Please clearly label all belongings. At the end of each term all remaining items are donated to charity.

If children bring a bag to gym, it is recommended it be zipped up so that items do not fall out.

# YMCA GEELONG

## **Training Clothing**

It is essential that suitable clothing is worn for both safety and comfort.

Coaches must be able to clearly see body form so that technique can be corrected effectively. Gymnasts should wear close fitting sporting attire such as leotards, bike shorts, crop tops or leggings. YMCA Geelong Gymnastics has an optional club training leotard for sale. Leotard ordering dates will be released in the club newsletter.

The gym can get quite warm in summer and equally cold in winter. Gymnasts are required to dress according to the weather conditions.

## **Summer**

Sleeveless Leotard, Crop Top and Lycra Gym Shorts, One-piece bathers

## **Winter**

Long-sleeved Leotard, Close- fitting Skivvies/T Shirt, Long leggings (No Jeggings)

Close fitting long-sleeved tops are recommended for warm up in Winter however for safety reasons, NO HOODED JUMPERS.

Shoes and socks must be removed prior to participating in gymnastics. It is recommended that all clothing be labelled and please remind your child/children to collect all belongings before leaving the gym. The YMCA is no longer storing/ coordinating the sale of Second Hand items.

## **Jewellery**

Gymnasts should remove all jewellery prior to entering the gym. Jewellery can get caught on equipment, potentially causing an injury. Items are also prone to break or can be misplaced.

## **Water Bottles**

A chilled water fountain is provided for use within the gym. However, it is recommended that gymnasts bring a water bottle (with their name on it) to reduce time spent waiting in line for a drink.

## **Snacks**

Classes that run for three hours or more will be given a quick snack break part way through the class. It is recommended gymnasts bring a healthy snack- Nut free i.e. fruit, light sandwich, carrot sticks etc. We have microwaves and fridges in the kitchens of our facilities for the use of our members.

## **Medical Conditions**

Any child who has symptoms of illness, a heavy cold or infectious disease must not attend. NB - Medication must never be put in a child's bag, always hand to Staff in original packaging including the name and dosage.

Injuries incurred require medical clearance to return to class.

## **YMCA Safeguarding Children and Young People Policy**

Every YMCA across Australia acknowledges that all children and young people have the right to develop to reach their full potential in an environment that is safe, caring and nurturing. The YMCA considers any form of child/ young person abuse, including racial, emotional, physical, sexual abuse or neglect, as intolerable under any circumstance.

All staff receive regular training regarding the YMCA Safeguarding Children and Young Policy. Copies of the YMCA Safeguarding Children and Young Policy are available from reception and on our website.

It is also important that Parents and Guardian of athletes are aware that our coaches are not permitted to Child mind, transport or babysit or participate in extra-curricular activities with athletes they coach. This is a safeguard put in place for our coaches to understand the professional responsibilities. Should a situation arise where a Coach is asked to interact outside their employment with a child, Coaches and Parents are required to make full disclosure to the Club in the form of a request in writing to the Centre Manager.

## **Car Park Safety - Drop Offs & Pick Ups**

Our carparks are extremely busy and dangerous, when drivers enter and leave the facilities. No children under 13 may enter or leave our facilities without a parent/guardian accompanying them. Please do not park at the front door and wait for children to leave, because the coaches will not allow them to leave the building without adult supervision.

# YMCA GEELONG

## Fire Drills

As a safety requirement, YMCA Geelong is required to conduct random fire drills and emergency evacuation training. Staff and children will be aware of, and practiced in, emergency and evacuation procedures. We ask for your cooperation during these times in order to provide the safest possible environment.

We ask that all participants and their family familiarise themselves with our emergency evacuation procedure. In the case of a fire drill, or an emergency, we recommend our trained YMCA staff maintain responsibility for all children during evacuation. This is the safest way to ensure all participants are accounted for.

YMCA Staff are responsible for announcing evacuation instructions

- Exit via nearest safe exit in a calm and orderly fashion
- Assemble in the car park at designated fire assembly area
- Cooperate with staff whilst administering any first aid and conducting roll call
- DO NOT re-enter the building until staff/officials declare it is safe to do so

## Holiday Training

During the term breaks, additional holiday training (on top of the 46 week training) is offered to Gymnasts as follows:

- Training times will vary depending on squads
- Cost will be advised
- Bookings are essential; Coaches will distribute registration forms prior to the end of term and they will be emailed to all families.

## Pilates Instruction

Nicole Sentleben, our Pilate's instructor, teaches Level 4 and above gymnasts that train on Saturday. It is essential for the majority of gymnastics skills to have core muscle strength. Pilates compliments training by teaching an awareness of the importance of correct body positioning and assists in achieving this core strength.



## Competitions

Competition details will be made available as soon as we receive the information. A draft calendar will be distributed at the parent meeting held in February. However, these details are subject to change made by hosting clubs throughout the year.

Notes regarding date, time, venue and closing date for the entry fee will be distributed once competition details are confirmed. It is essential the competition/s entry fee is paid prior to the due date to avoid the disappointment of not being entered. **Late entry fees cannot be accepted by the YMCA or host clubs.**

## Club Competition Uniform

Competing gymnasts must comply with strict competition rules set by Gymnastics Victoria. Failure to comply with uniform regulations at competition will result in a deduction of points for the entire team.

YMCA Geelong Gymnastics club uniform is red, white & black. It is compulsory that YMCA Geelong gymnasts wear the club leotard and tracksuit which has been submitted to Gymnastics Victoria.

All WAG ALP Level 1–10 Gymnasts will require the club leotard and tracksuit to compete in. Orders for club uniforms shall be taken prior to competition season.

**PLEASE ENSURE YOU ORDER YOUR COMPETITION UNIFORMS EARLY TO AVOID DELAYS IN RECEIVING THEM PRIOR TO COMPETITION SEASONS**

## Leotard Costs\*

Junior Leotard: **\$135.00**

Senior Leotard: **\$180.00**

Tracksuit Pants: **\$35**

Tracksuit Top: **\$55**

## Optional Uniform

Training Leotard: **\$85** (compulsory if wearing training leotard at competitions Black one)

Polo Top- Kids: **\$45**

Polo Top- Adult: **\$45**

\*Prices may vary, please see display at Newtown Stadium

# YMCA GEELONG

## Communication

We are always aware of the importance of parent communication.

Our main methods of communications are newsletters/notices distributed, facebook page, SMS or to the parent's email.

However, coaches are unable to talk with parents during class as their responsibility is to remain focused on their gymnasts. Our coaches are approachable and shall make themselves available in the foyer for quick questions after each class.

Please refer more detailed discussions to program coordinator— Katrina DeGoldi whereby a meeting can be scheduled.

Our Customer Service hours are 9.00am-6.00pm Monday to Friday and 9.00am-12.00pm and can be contacted on **(03) 5221 8377** or **(03) 5223 2714**

Outside these hours the Duty Manager/Shift Supervisor is required to have the DM Mobile Phone on them to take emergency calls from Parents/Guardians.

### **THESE NUMBERS ARE FOR EMERGENCIES ONLY.**

**Newtown Stadium Duty Manager Mobile: 0433 554 089**

**YMCA Arena Duty Manager Mobile: 0406 007 182**

## Access to Children during Classes Protocol

There may be times when you need to speak to your child during their gymnastics class, which naturally we shall oblige. However for the safety of all participants we cannot have parents entering the gymnastics stadium.

### **The protocol is as follows:**

- All requests to speak to children **MUST** be made via reception staff/  
Duty Manager
- Reception staff/Duty Manager **ONLY** can enter the gymnastics stadium to either 'pass on' the message to the relevant coach/child or bring the child out to the parent/guardian

## Team Meetings

Parents of competitive gymnasts shall be invited to a team/parent meeting early in the year. This provides an opportunity for coaches to explain general expectations and awareness of the commitment required for the level being trained. Also where relevant, any related travel requirements.

## WAG Competitive Program

Pre-squad—Level 3

Gymnastics Australia Levels Program

Limited Hours Stream 4–10

Gymnastic Victoria Limited Hours Levels Program

Australia Levels Program 4–10

Gymnastics Australia Levels Program

WAG Pre-Squad

Age 4 - 6

2.0 hours/week

Emphasis	Apparatus	Conditioning	Assessment/Competition
Quality Presentation	Vault	Fun Strength	Coach Assessment
Stretched Arms/Legs/Feet	Bars		During Training
Hand/Arm positioning	Beam	Balance Games	YMCA Geelong
Basic Handstands	Floor		Gym safe Championships

Progression WAG Development Squad

## WAG Development Squad

2 x 2 hours/week

Emphasis	Apparatus	Conditioning	Assessment/Competition
Quality Presentation	Vault	Fun Strength	Coach Assessment
Stretched Arms/Legs/Feet	Bars	Fun Flexibility	During Training
Basic Handstands	Beam	Balance Games	YMCA Geelong
Level 2 Preparation	Floor		Gym safe Championships
Begin Skill Technique	Trampoline		

Progression WAG Level 2 Squad

## WAG Competitive Level 1 - 3

Emphasis	Apparatus	Conditioning	Assessment/Competition
Team Building	Vault	Strength	Coach Assessment
Fun Competition	Bars	Flexibility	During Training
Core Skill Technique	Beam	Leg Tension	Victorian State Pennant
Core Apparatus Skills	Floor	Core Body Shapes	Club Invitational's
	Trampoline	Handstand Programs	'In House' Competitions

Progression WAG Limited Hours Level 4 or WAG Australia Levels Program 4

The philosophy at Levels 2–3 is to introduce young gymnasts to competition in a fun and inclusive atmosphere. The emphasis is on team, not so much individual performances. NO SCORES will be flashed to the public or published for these events.

# YMCA GEELONG

## **ALP 2 Competition Season:**

Gymnastics Victoria has a new competition format for 2020, ALP 2 competitions will be offered between the months of July-October with a state pennant event to complete the season.

## **ALP 3 Competition Season:**

Gymnastics Victoria has a new competition format for 2020, ALP 3 competitions will be offered between the months of July-November Gymnastics Victoria Competitions

- **Victorian Championships**                      **12-13 September**      YMCA Newtown  
Metro West Regional  
Championships
- **Junior Victorian Championships**                      **16-18 October**              YMCA Newtown  
WAG ALP 4-6
- **Level 3 Victorian Championships**                      **7-8 November**              Victorian State  
Gymnastics Centre

Competitions attended by Level 2–3 Gymnasts are Team Events Only; individual places are NOT given. Should a team place on an apparatus, each team member receives a medal or ribbon; promoting team Spirit throughout the gymnastics community.

Gymnastics Victoria does not allow clubs to realise individual scores for level 2-3 competitions, emphasis is on involvement and team spirit.

## **Team Selection Criteria**

**Team sizes - Five Gymnasts per Team, top three scores contribute toward Total Score**

Ideally, coaches would enter teams of five gymnasts however it is viable that teams can consist of three to five.

Our Level 2–4 team policy throughout competition season is to allow gymnasts equal opportunity. Coaches enter various teams for different events. This allows gymnasts the best chance at achieving a placing. Naturally, this cannot be guaranteed.

Coaches record individual competition results through the competition season. YMCA Geelong will enter the strongest team for regionals. However, every gymnast will still compete in a team, no individual shall miss out.

## **Judges/Judging Courses**

**For every Team entered in Competition, YMCA Geelong Gymnastics must provide a Judge**

We are looking for volunteers to complete the Beginner Judges course. YMCA Geelong covers judging course fees; Judging course duration is 1.5 days.

Judges representing YMCA Geelong Gymnastics Club cover travel costs to and from competitions. For further information contact Head Coach— Rachel Crawford.

Judges will be required to go through a volunteer induction process, and hold a working with children check, go through the process of a police check and online safeguarding children course.

Policies will be required to be read and signed off.

# YMCA GEELONG

## **Level Awards Test (LAT)**

A Level Awards Test is an official Test of the skills a gymnast is currently training. It is not a competition, rather an assessment. Every gymnast from Level 3–10 State or National Stream must pass their LAT at the Level in which they wish to enter for Victorian team Championships and Qualifiers, towards the end of their competition season.

## **Invitational**

For club invitational club can determine how they run their own events so some may have different structure in regards to Gymnastics Victoria events for eg. Gymnastics Victorian events for ALP 4 are only team based, however depending on the invitational we enter may be individual and team awards.

## **Victorian Championships**

Victorian Championships is coordinated by Gymnastics Victoria for gymnasts competing ALP 3-10. Each Victorian winner becomes a Victorian Champion.

- **Victorian Championships will be on the 17-19 April**
- **Metro West Regional Championships held on the 12th - 13 September at YMCA Geelong Newtown.**
- **Junior Victorian Championships will be over the following weekends:**
  - National Level 4 - 6:    16 - 18 October    2 - 4 November**
  - National Level 3:        7 - 8 November**

# YMCA GEELONG

## **Selection Trials/Qualifiers**

Gymnasts must compete in both Trials for Victorian Team selection or qualifying events to qualify for Australian Championships or a state team (Trans Bass or QLD Challenge)

## **Floor Routines**

Gymnasts starting Level 7 are required to have their own individual floor routine.

We ask that the search for floor music begin as soon as possible. Coaches may be able to assist in this area. Floor music must not have any lyrics and can be no longer than 75 seconds Level 7-8, 90secs Level 9/10.

Once selection is made and confirmed with the coach approval then choreography will be arranged. Gymnasts are encouraged to keep floor routines for a minimum of two years. Generally, gymnasts perform their floor routine better in the second season.



## **National Clubs Gymnastics Carnival Gold Coast Sports and Leisure Centre 2020**

Once again will be offering this club trip for ALP 5-10, as this stage we will be asking for expressions of interest whether we run as a club trip or arrange to meet at the competition venue for competition and families arrange their own travel/transport.

Expected cost are approximately \$1000 - \$1200 for a team trip

Expressions of interest will go out early 2020 with deposits to be paid around May - June and final payments end of July/early August. If costs have not been finalised with 2 weeks of the event your child will be withdrawn and will not be able to attend.

### **Draft schedule: TBA**

Teams will be accepted at each level 5 - 6 and two level 7 - 10.

## **TEAM TRIPS AND CAMP POLICY**

- flight/accommodation confirmation details should not be issued until the bookings have been paid in full by a date set by Program Coordinators prior to departure.
- If the payment has not been received two weeks prior to the date of departure, CEO will be notified and will cancel the booked flight.
- Please note this applies to WAG/MAG/ILP and all current and future Gymnastics travel requirements.
- Chaperones will be required for all club trips to go ahead.
- Chaperones will be required to be inducted as a YMCA volunteer and hold a working with children check, complete a police check and complete an online safeguarding children program.
- Chaperones may be required to drive and transport gymnasts on a mini-bus.

# YMCA GEELONG

## Choreography

Floor Routine fee—\$170.00 payable to Reception. This fee includes time taken to choreograph, and teach the floor routine to the gymnast. Choreographers will be allocated to Gymnasts by program coordinators. FX music needing to be cut will be \$20 each.

## Fundraising

The YMCA is a non-profit organisation. YMCA Geelong programs and facilities are funded by participant fees, donations and fundraising. At Newtown Stadium, participant fees cover the cost of operations and the gymnastics program relies on fundraising dollars to purchase new equipment keeping our gym safe and up to a competitive standard.

- Sourcing or donating prizes for raffles
- Assisting at YMCA Geelong competitions/events
- BBQ, food preparation, raffle ticket sales, door entry marshall and any other assistance required on the day

Hosting a 'Home ground' competition enables families' minimal travel/cost. However, we can only host these events with volunteer support. Please advise YMCA coaches if you are able to offer assistance.

**Your help is definitely needed and greatly appreciated**

## Competitive Squad Program Levy

All gymnasts participating in competitive classes are required to pay a \$150 program levy to assist in YMCA Geelong Gymnastics fundraising events towards purchasing new equipment. This is redeemable at the end of the year on volunteering 3 sessions at specified Fundraising events. In the instance where two or more gymnasts are from one family, a maximum of 3 volunteer sessions is required per family.

<b>1st child</b>	<b>\$150</b>
<b>2nd child</b>	<b>\$100</b>
<b>3rd child</b>	<b>\$50</b>

## Rules of the Gym

- Always arrive on time for your class
- Do not enter the gym until your coach calls for your group
- No jewellery or watches to be worn in the gym, this can damage equipment
- No clothing with hoods, zips, cords to be worn in the gym
- Hair is to be tied back at all times—NO bobbie pins, butterfly clips or headbands
- NO food, gum or drink is to be taken into the gym (water accepted)
- All injuries MUST be reported to your coach
- When waiting for your class—please wait quietly, NO running/gymnastics in the foyer
- Follow all instructions given by your coach—they are there to keep you safe
- NO running in the gym
- Leave the gym as soon as your class has finished—foyer is the designated waiting area
- Parents and children not involved in the class must remain in the viewing area

YMCA Geelong reserves the right to remove any gymnast for breach of these rules or unsafe behaviour in accordance with the club's behaviour management policy.

YMCA Geelong has the following Code of Conduct in place which are accessible to our members on [www.geelong.ymca.org.au](http://www.geelong.ymca.org.au)

- Code of Conduct for Parents Coaches Spectators and Participants Policy - **YG166-O**
- Photography and Filming Policy - **YG 173-0**
- Code of Conduct Policy - **YG106-G** (This applies to all Employees & Volunteers)

# YMCA GEELONG

## Code of Behaviour—Athletes

- Compete by the Rules
- NEVER argue with officials. If you require clarification, coaches make enquiries
- Work equally hard for yourself/your team/your club
- Be a good sport; applaud good performances by all athletes
- Show respect and acknowledge competitors and officials
- Shake hands, wish other athletes good luck and thank coaches and officials
- Co-operate with your coach, team mates and competitors
- Participate for your own enjoyment and benefit, not to please others
- Be fair—NO Verbal abuse of officials, nastiness or vilification
- Respect the rights, dignity and worth of all participants regardless of gender, ability, cultural background or religion

## Code of Conduct—Parents

- Remember that children participate in sport for their own enjoyment
- Encourage children to participate in sport, do not force them
- Focus on your child's individual efforts, not on results
- Never ridicule or humiliate a child for making a mistake
- Always encourage your child to respect their coach and other officials
- Remember that children learn best by example, appreciate good performances and treat others with respect
- Respect the decisions made by coaches & judges, use appropriate methods of expressing concern
- Show appreciation for all coaches, judges and administrators—without them, the programs could not run
- Be aware of YMCA rules and alert your children of them

## 2019 Term Dates

<b>Term 1</b>	Monday 13th January	—	Saturday 4th April
<b>Term 2</b>	Tuesday 14th April	—	Saturday 4th July
<b>Term 3</b>	Monday 13th July	—	Saturday 19th September
<b>Term 4</b>	Monday 28th September	—	Saturday 19th December

## Public Holidays

The YMCA will be CLOSED on the following public holidays.  
These days have already been deducted from the term Fee.

<b>Monday 9th March</b>	Labour Day
<b>Friday 10th April</b>	Good Friday
<b>Saturday 11th April</b>	Easter Saturday
<b>Monday 13th April</b>	Easter Monday
<b>Saturday 25th April</b>	ANZAC Day
<b>Monday 10th June</b>	Queen's Birthday
<b>Friday 27th September</b>	AFL Grand Final Holiday
<b>Wednesday 21st October</b>	Geelong Cup

Public Holidays are deducted from term fees prior to commencement of term.

## 2020 'In House' Competition Calendar\* (Hosted at YMCA Geelong Gymnastics Venues)

<b>Judges Invitational ALP 8 -10</b>	<b>1 March</b>
<b>YMCA Geelong ALP 2-7 Invitational</b>	<b>27/28 June</b>
<b>Midyear Gym Safe Championships</b>	<b>TBA</b>
<ul style="list-style-type: none"><li>(Gym Safe 5–10, Squad classes, Trampoline classes)</li></ul>	
<ul style="list-style-type: none"><li><b>Metro West Regional Championships</b></li></ul>	<b>12 - 13 September</b>

## Gym Safe Championships

- (Intro/gymsafegym safe 1-10, Squads, Trampoline classes)

# YMCA GEELONG

## **Injury Management & Personal Injury Claims**

Gymnastics is a high risk sport that requires repetitive training and highly technical. Injuries occur from time to time and as a gymnastics Australia affiliated club your affiliation fees (paid in January each year), cover personal injury claims. Please download a claim form from [www.geelong.ymca.org.au/gymnastics/forms-information](http://www.geelong.ymca.org.au/gymnastics/forms-information) and return to the Centre Director for approval.

## **Private Lessons**

In 2020 all private lessons will be need to be arranged through the appropriate coordinators, who will liase with the coaches.

<b>WAG Program:</b>	Rachel Crawford
<b>International Development Program:</b>	Rhian Jamieson
<b>MAG Program:</b>	Daniel Tabone
<b>Recreational Program:</b>	Katrina DeGoldi

The process will be as follows:

- Email the coordinator with ability and the request of the private lesson.
- The coordinator will contact the child coach and arrange the session, if the coach is not available through consultation with the coach another coach will be organised.
- The coordinator will email reception of the booking and payment will be required to be paid to reception before the session.
- The cost of a one hour private will be \$53.

## **Progress Reports / Strength Testing**

- Progress Reports will be completed once a year and will handed to parents in Term 4, in the reports will outline the skills the gymnasts have achieved, area of improvement and strengths with the coaches recommendation for the following year.
- Coaches will be available to meet with families to discuss reports through arranged appointments which can be done via emailing the coordinator
- Strength testing will be completed once a term for ALP 4 and above and Twice a year for Pre-squad - ALP 3, Certificates will be issued after each strength test.

## **Photography & Filming Policy**

Parents are advised that YMCA Geelong has a Photography & Filming Policy (YG-133-0) that applies to events hosted on behalf of Gymnastics Victoria competitions at our facility and for training.

Please make yourself familiar with these requirements. A copy of the policy is downloadable from: [www.geelong.ymca.org.au](http://www.geelong.ymca.org.au).

## **Cancellations**

YMCA Geelong Gymnastics has a cancellation Policy outlined in clause 5.2.2 Cancellation of Direct Debits which can be found in **YG 137-0 YMCA Fees and Charges Policy V5 01.07.2016**.

Download from Policy Library on [www.geelong.ymca.org.au](http://www.geelong.ymca.org.au)

## **Grievances & Concerns**

It is important that any grievances and concerns are not discussed in the presence of gymnasts or other parents. Such matters should be brought to the attention of your child's coach in the first instance. Should matters require further attention, email Head Coach Rachel Crawford or contact Program Coordinator- Katrina Degoldi. If you feel the matter is still unresolved, please contact Centre Manager, Paul Barbagallo where a formal response will be returned.

## **Feedback is Important to Us**

YMCA Geelong Management and staff welcome your feedback on improving our gymnastics club. Please feel free to utilise the suggestion box located in the foyer.

We will conduct an annual survey on our programs, policies and operations. Your support in completing this survey is greatly appreciated in ensuring we can continue to provide the best possible service.

We believe in the power  
of inspired young people.

**YMCA Geelong**  
**WAG Parent Handbook 2020**  
**V1 January 2020**

