A photograph of four children standing on a blue gymnastics mat in a gym. From left to right: a girl in a red shirt, a boy in an orange shirt, a girl in a yellow shirt, and a girl in a red shirt. All shirts have the 'YMCA Gymnastics' logo. They are all smiling and have their arms around each other. In the background, there are blue rings and a poster that says 'PEOPLE'.

# **CLIENT HANDBOOK GYMNASTICS**



**We believe in  
the power of  
inspired young  
people.**



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A smiling man with short brown hair and a light beard, wearing a red polo shirt with the YMCA logo on the chest, stands in a gym. He has his hands on his hips. The background shows gym equipment like treadmills and a person in the distance. A large red diagonal graphic element is on the left side of the page.

# WELCOME TO YMCA NSW

We're delighted to have you as part of our community and we look forward to working together to help you and your family live happier, healthier and more connected lives.

At YMCA NSW, we know that people thrive when they challenge themselves, engage in stimulating and enjoyable activities and connect with others. For more than 160 years, YMCA NSW has influenced the wellbeing and happiness of millions of children, young people and adults.

You can find us at over 100 locations across NSW and the ACT including camps, before and after school care, community recreation and sporting facilities, swimming pools and youth services. We deliver inclusive programs that meet community needs, and raise funds to help make our activities accessible for everyone. We work with government, corporate and community partners who are also committed to improving the health and happiness of all people.



## Humble beginnings

The YMCA was founded in 1884 by British fabric merchant George Williams, who gathered together a few of his friends so that they could exercise as a group. Little did George know that the idea would catch on and now the YMCA exists in 119 countries around the world, with more than 58 million members!

## For a fact

The YMCA helped invent:

### Basketball

In 1891 Dr James Naismith, a teacher at the YMCA Training College in Massachusetts, USA, came up with the idea for the game. He introduced it to his class, who had become bored of marching and calisthenics.

## International Red Cross

After setting up the World Alliance of YMCAs in 1855, Henry Dunant went on to inaugurate the International Red Cross in 1863.

## Father's Day

In 1910 Sonora Dodd founded Father's Day at the YMCA in Washington, USA.

## OUR VALUES

**HONESTY** Integrity, trustworthiness and fairness

**RESPECT** Acceptance, empathy, self-respect and tolerance

**CARING** Compassion, forgiveness, generosity and kindness

**RESPONSIBILITY** Commitment, courage and service

**SAFETY** Security, protection, respect and the freedom to speak out



## OUR STAFF

**All YMCA NSW staff members are qualified and experienced professionals, who are passionate about providing the best possible service to our clients.**

Whether it be helping you to achieve your fitness goals, caring for your children, or providing you with opportunities to connect to your community, YMCA NSW staff will do their best to ensure that your experience of the Y is a positive one.

At YMCA NSW, we provide regular training and support for our staff, so that they are up to date with the latest trends in their chosen field. New staff members also undergo accredited child protection training and hold current Working with Children police clearance.

Working at the Y is more than a job for our people, it's a belief that we can have a positive impact on our clients' lives.



# THE YMCA: A SAFE SPACE FOR EVERYONE

At YMCA NSW, we are committed to providing a safe, peaceful and happy environment for everyone to enjoy. We believe that the safety and wellbeing of children, young people and vulnerable adults is of the highest priority and this is reflected in our policies and practices.



## PHOTOGRAPHY

If you wish to take a photo of your child whilst they are on our premises you will need to complete a Photography Permission Form. Please ask our staff at reception for a form. Please do not be offended if our staff approach you about this, we need to ensure safety for all.

During major events – such as recreational competitions – this rule is exempt, however we do ask that you are mindful of the policy and ensure that any photos taken, are of your child or young person only or you have parental permission to take images of other children and young people.





## SUN SAFETY

YMCA NSW is a sun-safe organisation and will ensure that all clients and staff are adequately protected from the sun when in our care.



## SICKNESS

YMCA NSW asks that our clients refrain from using our facilities if they are experiencing symptoms of an infectious illness, to avoid infecting others.



## SMOKING

Smoking is not permitted at any YMCA NSW service or its surrounding buildings, grounds or facilities.

## BABYSITTING, CHILDMINDING AND PRIVATE COACHING SERVICES

**YMCA NSW does **NOT** support our staff to contract directly with individuals or families outside the workplace.**



YMCA NSW staff members are not allowed to involve themselves with families they have met only through the YMCA when they are outside of the work environment. This means they must not babysit; communicate on social media, such as Facebook, Twitter and Instagram; accept or extend invitations for dinner; or attend children's activities, such as soccer games and parties.

We request that you also do not ask our staff to work for you outside the normal hours, ask them to pick up/drop off children, or meet them outside of work hours, as this is in breach of our policies. Your cooperation in this matter is appreciated.

## DECLARATION OF A PRE-EXISTING RELATIONSHIP WITH A CHILD, YOUNG PERSON OR VULNERABLE ADULT

**YMCA NSW staff are required to declare any pre-existing relationships with children, young people and vulnerable adults.**

If you have a pre-existing relationship with a YMCA NSW staff member, you may be contacted to confirm the nature of the relationship.

This will help us to work with our staff to maintain positive, professional relationships that are in line with our Safeguarding Policies.



## SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS

At YMCA NSW, we take the safety and wellbeing of children, young people and vulnerable adults seriously. The right to enjoy a safe environment free from threats, abuse or mistreatment is first and foremost in our service commitment to our clients and communities.

### YMCA NSW STATEMENT OF COMMITMENT TO SAFEGUARDING

**YMCA NSW, including its Board of Directors, commits to creating and maintaining an environment that ensures all people involved in YMCA NSW activities, programs or services act in the best interests of children, young people and vulnerable adults, and take all reasonable steps to ensure their safety, welfare and wellbeing.**

There is a requirement for all YMCA NSW employees, volunteers (including its Board of Directors), student placements, consultants and contractors, affiliated associations, clients, parents, guardians, families and others associated with YMCA NSW understand the important responsibility they have to:

**Protect children and young people** from all forms of abuse, bullying and exploitation by our people.

**Be alert to incidents of abuse and neglect** occurring outside the scope of our operations and services that may have an impact on the children and young people to whom we provide a service.

**Create and maintain a safe culture** that is understood, endorsed and put into action by all the individuals who work for, volunteer on, or access our programs and services.







## **IF YOU SEE SOMETHING, SAY SOMETHING**

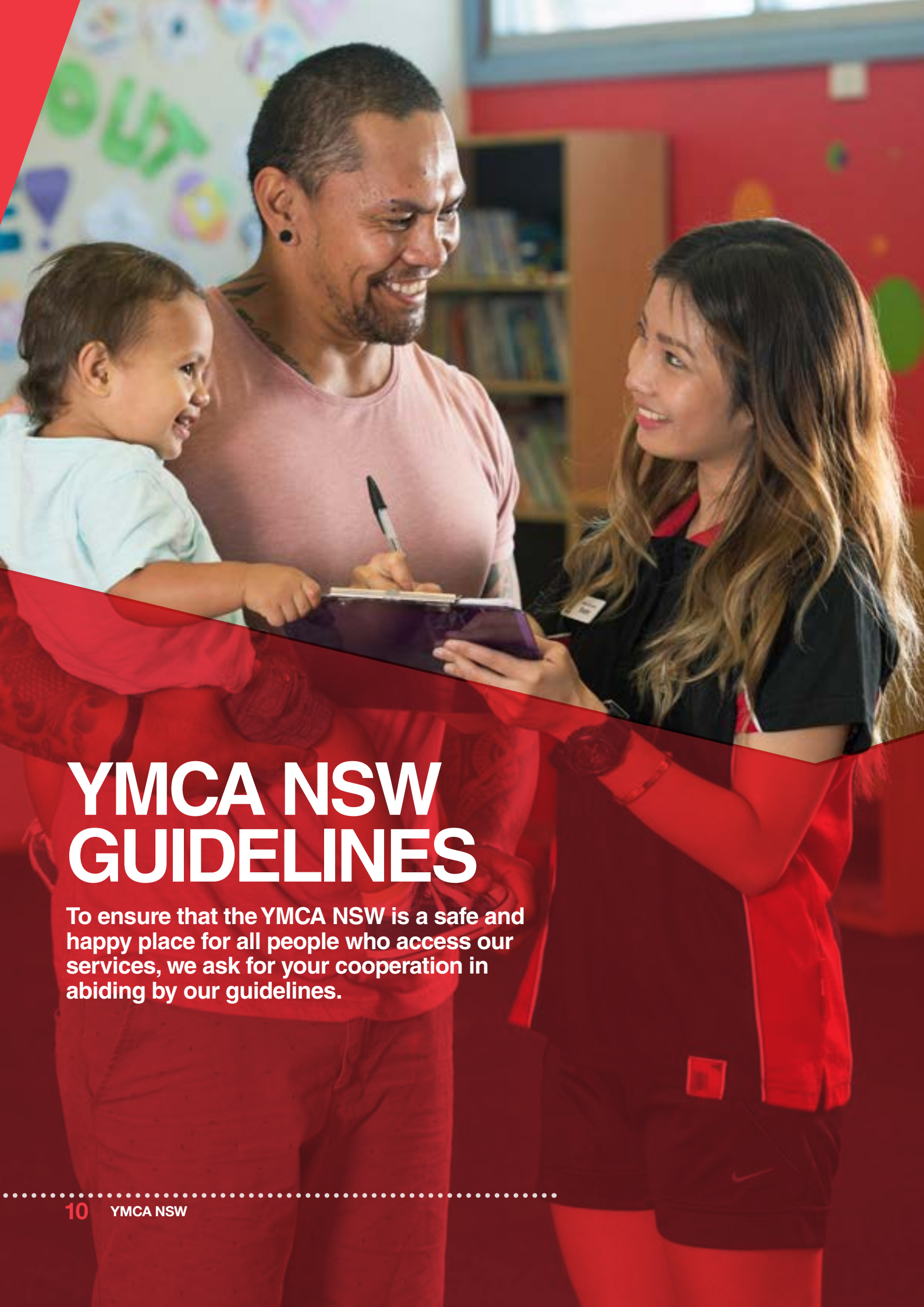
Keeping people safe is everyone's business and we encourage all our clients and staff to speak up and report inappropriate behaviour. If there are concerns about the safety of a child, young person or vulnerable adult at a YMCA NSW site, please report that concern to the YMCA NSW Manager on duty, call 02 9687 6233 or email [safeguarding@ymcansw.org.au](mailto:safeguarding@ymcansw.org.au).

If there is a risk of significant harm to a child or young person, you can make a report to the NSW Child Protection Helpline (NSW) or Child and Youth Protection Services (ACT).

In NSW call 13 21 11

In ACT call 1300 556 728





# YMCA NSW GUIDELINES

To ensure that the YMCA NSW is a safe and happy place for all people who access our services, we ask for your cooperation in abiding by our guidelines.





## YMCA NSW STANDARDS OF CONDUCT FOR CLIENTS

### We expect our clients will:

**Respect the YMCA NSW culture** that promotes and monitors the safeguarding of children, young people and vulnerable adults, where we are all expected to speak up and ask questions about the safety of others.

**Not act in any way that condones or fails to respond to inappropriate behaviour** with children, young people and vulnerable adults by YMCA NSW staff, clients or members of the public. Any concerns are to be reported immediately to YMCA NSW staff.

**Not approach YMCA NSW staff to provide any other support or service** outside the boundaries of our programs, such as babysitting, coaching services, or lifts to and from the YMCA centre or events.

**Respect the rights, dignity and worth of every person** and must not make any derogatory, culturally insensitive, violent, sexually suggestive comments or use inappropriate language whilst on YMCA NSW-operated premises.

**Talk to children, young people and vulnerable adults** and ensure that they are aware of their right to be protected and free from harm. Clients should make sure that children, young people and vulnerable adults know that if they feel they are being bullied or are concerned about the way they are being treated, they can talk to their parent/guardian or a YMCA NSW staff member.

**Ensure that all children under 10 years of age are supervised at all times** by a parent or responsible guardian of 18 years of age or older (unless in a supervised activity).



**Not use, possess, or be under the influence of illegal drugs and/or alcohol** or supply alcohol or drugs, including tobacco, to children, young people and clients on YMCA NSW premises.

**Understand that verbal, emotional, psychological or physical abuse and physical punishment are unacceptable** forms of behaviour at any YMCA NSW facility or event.

**Not engage in any sexual behaviour** on YMCA NSW-operated premises. Any sexual behaviour is prohibited.

**Speak with YMCA NSW management if you have any complaints, concerns or feedback** in relation to these Standards of Conduct or in relation to their time with YMCA NSW and/or treatment by YMCA staff.

## PRACTICE AND BEHAVIOUR GUIDELINES FOR CHILDREN AND YOUNG PEOPLE

Please read these with your children and/or young people and ensure that they understand their rights and what is expected of them at the YMCA NSW.



### As children and young people you have the right to:

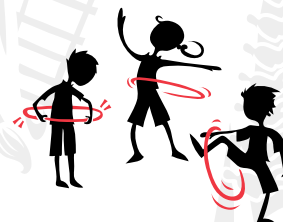
**Enjoy your time** at the Y.

**Feel comfortable** and supported.

**Contact your parent/guardian at any time if you feel upset, unsafe or uncomfortable.**

**Feel welcome** and part of the group.

**Be respected** and listened to.



**Be and feel safe.**

**Not be bullied.**

### We expect that you:

**Participate fairly** and allow the same for others.

**Ask staff** if you need to leave the group/main area and always go in pairs.

**Keep your hands to yourself.**

**Treat others with honesty, caring, respect and kindness.**

**Tell staff** if you feel unsafe or uncomfortable in any situation so we can help you.

**Will not bully** anyone.

**Listen** to others.

**Say no** to an adult if they ask you to do something that makes you feel unsafe or uncomfortable.

**Ensure that you use online programs (social media) responsibly** including not posting images of others without permission and not bullying anyone online.

**Follow the rules** at the Y.

**If you are unhappy** with the way you are being treated, please tell someone from the Y or a parent/guardian.



## YMCA NSW staff will:

**Provide** you with a safe space with safe equipment.

**Create** a space where you feel comfortable and familiar.

**Supervise** you while you are at YMCA NSW.

**Treat** you with honesty, caring, respect, responsibility and safety.

**Listen** to you, support you and try to resolve any concerns you may have.

**Provide** you with rules so you know what you can and can't do at YMCA NSW.

**Do whatever we can** to make sure you are protected from harm.

**Respond and report** incidents of abuse or neglect

**Wear a YMCA NSW uniform** or a YMCA NSW name badge when working.

## WE WILL NOT:

**Take pictures** of you without permission.



**Transport** you in our own car without parent/guardian permission.



**Be alone** with you in a private space, where we cannot be observed by others.



**Call or text** you from our own phone or make contact with you on social media.



These Practice and Behaviour Guidelines for children and young people were developed in consultation with children and young people of the Y.





# GYMNASTICS

YMCA NSW gymnastics caters for toddlers right through to Australian National Levels representatives.

Our emphasis is on providing an environment that is safe, fun and challenging, regardless of your child's ability level, age or interests.

Our gymnastics programs encourage children to develop confidence, coordination, creativity and discipline – all at their own pace!





## YMCA NSW CODES OF BEHAVIOUR FOR GYMNASTICS

### Responsibility of the gymnast

**Always arrive on time** for your lesson.

**Hair is to be tied back at all times** – no butterfly clips or headbands.

**Follow all instructions** given by your coach (they are given to help keep you safe).

**Do not enter the gym until your class starts.**

**No food, gum or drink** is to be taken into the gym.

**Respect all feedback** given by your coach.

**Wear appropriate clothing.** No jewellery or watches are to be worn in the gym.

**All injuries must be reported** to your coach.

**No running** in the gym.

**Loose clothing, shoes, bags and drinks** are to be left in the storage area provided.

**Keep the noise down** when waiting for your class.

**Leave the gym** as soon as your class has finished.

**Show respect** for your fellow classmates.

**Parents and children** not involved in the class must stay in the viewing area.

### Responsibility of the parent

**Remember that children participate in sport for their enjoyment.**

**Never ridicule a child** for making a mistake.

**Ensure you know the rules of the gym** and teach them to your child.

**Parents are responsible** for the safety of children not involved in classes.

**Always encourage your child to respect their coach** and other members of staff.

**Focus on your child's efforts,** and leave the coaching to the coaches.

**Encourage children** to participate in sport, do not force them.

**If you need to speak with your child's coach,** wait until the class has finished.

**Show appreciation for all coaches, judges and administrators** – without them your child could not participate.

**Remember that children learn best by example.** Appreciate good performances and treat others with respect.

**Respect the decisions made by coaches and judges** and use appropriate methods of expressing concern.

**When your child returns to training after injury or illness** you will be required to supply a medical certificate clearing them to return to training.



## YMCA NSW CODES OF BEHAVIOUR FOR GYMNASTICS

### Responsibility of the coach

**Respect gymnasts** at all times.

**Deliver feedback** that is constructive and positive.

**Speak and behave appropriately** in front of gymnasts at all times.

**Wear full YMCA NSW uniform** in accordance with gym dress code.

**Remain unbiased** when choosing gymnasts for team competitions.

**Our coaches are qualified professionals** and committed to achieving the best result for your child. In the interests of your child's development and progression, we ask that you leave technical instructions and feedback to the coaches.

**If parents have any concerns** with their child's coach, please follow the correct procedure.

**Approach your child's coach** to discuss your concerns respectfully. If you do not feel that you can approach the coach, raise your concerns to a Gymnastics Team Leader.

### CLUB DISCIPLINE POLICY

**Gymnasts are expected to follow the rules and behave in an appropriate way that is conducive to learning.**

The coaching staff will discuss appropriate behaviour within the gym. If a discipline problem occurs the following procedure will be applied.

**Step 1** The coach will discuss the problem with the gymnast. The gymnast may be asked to sit out for a period of time to resolve the problem.

**Step 2** Upon a second offence, the parents are called and informed of the situation.

**Step 3** If a discipline problem persists, a meeting with the gymnast, parents, head coach and the gymnast's coach is held. A solution that is suitable to all will be reached.



## SPOTTING PROCEDURE

Spotting and manual handling of your child is an essential part of coaching aimed at teaching gymnasts the correct technique and reducing the risk of injury during new or challenging skills.

YMCA NSW has a Spotting Procedure that your Gymnastics Coordinator can discuss with you. Appropriate spotting techniques are provided as part of the Gymnastics Australia coaching program.

Unintentional and inappropriate physical contact may occur due to the nature of spotting. YMCA NSW coaches are required to report any accidental inappropriate contact to their manager and to the gymnast's parent or guardian. If you witness anything that concerns you, please report to the Gymnastics Coordinator or manager on duty immediately.

# GYMNASTICS

## RECREATIONAL PROGRAMS

### BABY GYM

Baby Gym is a parent and child gymnastics program for children aged 4-12 months. It is designed to encourage the holistic development of children. The program focuses on development areas such as body awareness, social interaction, core strength and fine motor skills.

### KINDERTOTS

Kindertots is a 1 hour class designed for children aged 1-3 years. With the help of parents, grandparents or carers, we teach basic coordination and motor skills to prepare the child for Kindergym.

### KINDERGYM

Kindergym is a 1 hour class designed for children aged 3-5 years. The program develops the child through social, emotional, cognitive and physical activities in a safe and structured environment. Children are provided with a wide range of opportunities to help develop confidence and conviction in their coordination.

### KINDER REC

Kinder Rec is a 1 hour class designed for children aged 4-5 years. Basic gymnastic skills are used to develop the child's motor, cognitive and social-emotional skills, with a particular focus on gross and fine motor skill development. Kinder Rec is a lead in program for the Colours Gymnastics program.

### COLOURS

Colours is a 1 hour beginner's gymnastics program. Students are taught to a programmed assessment system focussed on fun and fitness. Students follow a progressive syllabus: Orange, Blue and Red for boys and Pink, Blue and Red for girls.

During the term, students are individually tested on their ability to perform skills set by Gymnastics Australia. At the completion of a colour, each student receives a certificate and progresses to the next colour.

The key to a successful recreational class is to have fun and stay active.

### STAGES

Stages classes are for students who have completed the colours program. Classes run for 1.5-2 hours. Students are taught to a programmed assessment system and are tested in stages 1-5. While the emphasis is still on enjoyment, Stages will prepare the student for more difficult skills with the option to enter into Levels gymnastics upon selection.

### ADVANCED STAGES

Advanced Stages are for students who have completed the Stages program. It is a 2 hour class and students are taught to a programmed assessment system and are tested in stages 6-8. Students will learn progressions for more difficult skills with the option to enter into Levels gymnastics upon selection. Advanced Stages can also help students branch into other programs such as Tumbling, FreeG and Team Gym.





## TUMBLING

Gymnasts learn specific tumbling skills drawn from women's, men's and acrobatic gymnastics while utilising the sprung floor and air track. We offer beginner, intermediate and advanced classes in a fast-paced, non competitive environment.

## FREEG

FreeG is a dynamic and exciting program providing participants with the ability to express themselves creatively through an incredible range of tricks. FreeG fuses traditional gymnastics and acrobatic tricks with kicks and leaps made famous through martial arts.

The classes will get your body moving in ways you never thought possible and will develop a heightened sense of spacial awareness that can be put to use in a variety of other sports.

## TEAM GYM

Team Gym combines tumbling, mini tramp and dance to create an exciting team competition event. Consisting of performances in the 3 different elements, Team Gym encourages individual skill development as well as teamwork. We offer beginner, intermediate and advanced classes.

## YMCA NINJAS

YMCA Ninjas is a fast-paced program where gymnastics meets martial arts and parkour. It is a skill-based program with the aim of developing confidence, power, balance and discipline in a fun-filled environment. It is all about the thrills, spills and tumbles, and learning that getting back on your feet is the best way to tackle your goals.

## GYMABILITY

gymAbility is a gymnastics based program that provides the opportunity for people with a disability to get active, increase mobility and participate in a sport they may never have considered an option. All levels of participation are encouraged; from joining in to competing at Regional, State or National level.

Participants can progress at their own pace, developing coordination, flexibility, fine and gross motor skills. Improving, achieving and excelling are great by-products of gymAbility.



# GYMNASTICS

## MAG AND WAG LEVELS

### MAG JUNIOR

The junior divisions consist of levels 1-6 with each level divided into an age and open category. Each age level consists of gymnasts competing against those born in the same calendar year. Open levels are based purely on the skills of the gymnast, irrelevant of age.

### MAG SENIOR

The senior levels of competition start from level 7 and go up to Senior International. Senior is split into age and open categories as follows:

Level 7: under 12s and open

Level 8: under 14s and open

Level 9: under 17s and open

### WAG NATIONAL PROGRAM

The WAG National Program is an Australia-wide levels system where more serious gymnasts develop from a young age up until their teen years. Gymnasts in this program focus on competition with an aim to earn state or national representation. National Streams go from level 1-10, with levels 5-10 competing in yearly State Championships.

### INTERNATIONAL PROGRAM

Where gymnasts have shown advanced talent or promise, they may enter the international stream. The purpose of this stream is to nurture a gymnast's talent with the goal that they will develop into a quality international representative in the future.

**Key:** Men's Artistic Gymnastics (MAG)  
Women's Artistic Gymnastics (WAG)

### ACRO LEVELS 1-3

These routines are set by the Australian Gymnastics Federation and contain set skills, which must be performed in a particular order.

### ACRO LEVELS 3A-5

These routines are set by the Australian Gymnastics Federation and contain set and optional skills. Music and leotards are optional. Acrobats aim to qualify for the NSW State Championships.

### ACRO LEVELS 6-10

These routines are optional. Skills are to be selected for the Fédération Internationale de Gymnastique (FIG) code of points. Music and leotards are optional. The year culminates with acrobats competing in the Australian Championships.

### INTERNATIONAL STREAM ACRO

These routines are set by the FIG. Acrobats training in the International Stream are aiming to be selected onto the national squad to compete in the World Age Games and World Championships.

### PERSONAL GYMNASTICS COACHING (PRIVATE LESSONS)

Private lessons with coaches are available and can be utilised for choreography, specific skills, needing to catch up, helping with fear of a skill, and more. Please organise these through your coach. Payments are made to the customer service desk.





# GYMASTICS FAQ



## MEMBERSHIP

### Suspending my membership

All students enrolled are entitled to four weeks of free suspension time per calendar year. These weeks may be taken for any reason and you do not need to provide evidence of the reason behind the suspension. A membership suspension form must be filled out and returned to reception two weeks prior to the suspension date requested.

### Cancellation Policy

Members may cancel an enrolment after the minimum period of 10 weeks by providing the centre with a completed variation form with a minimum of 14 days' notice.

## OUR COACHES

All YMCA NSW coaches are accredited with Gymnastics Australia and attend workshops and courses regularly to continue their professional development as a gymnastics coach. If you have a concern about your child's coach, please contact your centre's Gymnastics Coordinator.

## FEES AND PAYMENT

### Gymnastics annual fee

All participants in a YMCA NSW gymnastics program are required to pay a registration and insurance fee when they enrol. This fee is charged annually and ensures your child is affiliated with Gymnastics NSW, regardless of the time of year your child may have commenced our program.

### Gymnastics NSW Registration transfer

If you have paid a NSW Gymnastics insurance registration fee with another provider during the same calendar year, it will be transferred across with you when you enrol with YMCA NSW. Please let us know if this is the case when you enrol.

### Refunds and failed payments

Should there be any failed payments from your account, you are responsible for any fees and charges incurred by the bank. A rebill will automatically occur 3 working days following your scheduled billing date. In an event this payment fails, the payment may automatically be re-billed on the next debit date and a failed payment fee may apply. We do not offer any refunds, unless you cancel within the first 14 days of the cooling off-period.

## PICK UP AND DROP OFF

### Where do I drop off/pick up my child?

Please ensure that you drop off and pick up your child from inside the centre. Our coaches instruct classes back to back and are unable to supervise your child once they leave the gymnastics arena.

### What do I do if I am running late to pick up my child?

Please call the centre. A YMCA NSW staff member will supervise your child until you arrive.

Please note: a fee of \$15 per 15 minutes incurs for any child that is waiting 15 minutes after the completion of their class.



## VIEWING CLASSES

### Can I watch my child's class?

YMCA NSW does not restrict the viewing of any of our gymnastics classes. We do ask that parents and siblings remain quiet and respectful towards all groups while training is in session. If you wish to speak with the coach or any gymnasts please refrain from doing this until they are off the gymnastics floor and have finished training.

## BATHROOM POLICY

It is YMCA NSW policy that all students under the age of 13 go to the bathroom with a buddy. However, we do ask that you take your child to the bathroom before class to prevent class interruptions.

## ILLNESS OR INJURY

Gymnasts and parents/guardians must inform the coach of any injuries or illness that will impact upon the child's ability to participate in the class prior to starting the class. This allows the activities to be designed for the day to prevent aggravation to the injury.

For any new injuries that may involve restriction of activities, please provide the coach with a written statement from a healthcare professional with reference to what activities should and should not be undertaken and for what period.

YMCA NSW can suspend payment for the period recommended by a medical practitioner. A medical certificate must be presented to receive a suspension or credit for lessons.

If the gymnast is sick with an infectious condition, including influenza or viral conditions, parents/guardians are asked to refrain from bringing them to class. This prevents the spread of such illnesses.

If a gymnast becomes ill during the course of a class they will be asked to leave the class and the parent/guardian will be contacted to pick them up. If you cannot be contacted in the case of an accident, you authorise us to seek any medical, hospital or ambulance services as we see fit and you agree to meet all expenses involved.

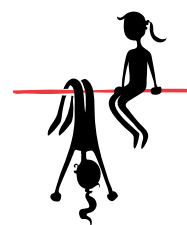
### Insurance/ Claims Process

**Important:** YMCA NSW does not offer personal accident insurance for its clients. It is the responsibility of clients to assess their personal circumstances and obtain their own advice about health and accident insurance and whether that which is offered through affiliation with Gymnastics NSW is appropriate and/or sufficient.

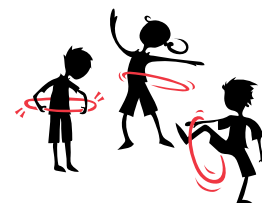
**Gymnastics NSW Insurance Claims:** Should you wish to make an enquiry or claim with Gymnastics NSW, contact:

National Phone number: 1300 306 383

Email: [sport.australia@marshadventure.com](mailto:sport.australia@marshadventure.com)



# GYMNASTICS FAQ



## CHANGES TO MEDICAL OR CONTACT DETAILS

Any changes to a gymnast's medical conditions or parent/guardian emergency contact details need to be highlighted to the front desk staff so relevant changes can be made.

This information is essential in providing a supportive and safe environment to each of our gymnasts.

## EMERGENCY PROCEDURE

All staff members are trained in emergency response and management procedures. In the event of an emergency please ensure you and your child/guardian listens to instructions given by staff.

## MAKE-UP CLASSES

Make-up classes are available if you provide the appropriate documentation, such as a medical certificate. We understand that injury or school events can prevent your child from attending class. If your child has missed a lesson for one of these reasons we will be more than happy to book them into another class as long as the make-up is prior to their class commencing.

### Important to note:

- Make-up classes are only based on availability. YMCA NSW cannot guarantee that there will be available spaces in classes.
- Make-up classes must be booked at the time of informing the centre of your child's inability to attend the scheduled class.

## Public holidays

For classes falling on a Public Holiday, the amount will be debited from your account and you will be advised of a scheduled make-up day. For Level students, it is based on the discretion of the centre and where possible a make-up lesson should occur to avoid the cancellation of classes.

## PARTICIPANTS WITH A DISABILITY OR ANY CONDITION REQUIRING NOTIFICATION TO COACHES

We request that if your child has a learning difficulty, disability, medical condition or any other condition that requires notification, that you advise the coach of the program prior to the commencement of the class and ensure all details are completed on the enrolment form. This is so coaches can ensure that all participants are catered for and can have the best possible experience in the gym.







## TESTING AND ADVANCEMENT

### Why do gymnasts do testing?

We use testing as a means of assessing and tracking your child's gymnastic development. Each term, your child learns new and more difficult skills. Testing allows us to move your child through the Colours and Stages as they improve.

### What happens in testing?

Each child is individually assessed on their ability to perform a checklist of skills. Gymnasts will be taught these skills by their coaches during the term.

The coach gives each skill a score out of five based on the child's ability to perform that skill. The scores are compiled to determine the average score of all skills assessed.

Once it is determined that the gymnast can perform all prescribed skills competently and safely, they are moved up a Colour or Stage.

### How long does testing take?

All gymnasts enrolled in the Colours and Stages program will go through a testing period during weeks eight and nine of each 12-week block. This is for coaching staff to test all skills and abilities needed for a gymnast to advance to the next Colour/Stage.

When being moved to a higher level in competitive gymnastics, coaches will consider the gymnast's skill level, success at the current level, possible success at the next level, mental attitude, and their desire and work ethics.

### What happens if my child misses testing?

Testing occurs over two weeks (weeks eight and nine). If the child cannot attend at that time they must arrange an alternative time with their coach.

If a child misses testing, they will not receive a certificate or move up.

### What does it mean when my child receives 'attempted' on their certificate?

'Attempted' means that they have not received the total score needed to move up to the next level. This is okay; it simply means that they have a few skills that need to be developed before they can safely attempt new skills. Parents are welcome to speak to coaches for specific feedback regarding their child.

### My child missed testing week. How long until they can move up?

If your child missed assessment week, they will be in the same class until the next testing period.



# COMPETITION

When a competition is coming up, our coaches will let you know.

This will generally take place through handouts, emails or group text messages.

Information of up-and-coming competitions will be given out with as much notice as possible.

## ENTRY FEES

All athletes are required to pay an entry fee associated with the competition they wish to compete in. This fee may differ from competition to competition.

If required, a levy may be added to the entry fee to subsidise travelling expenses for the coaches.

Entry deadlines are given for all competitions. Competition fees must be paid prior to the entry submission.

Competition fees are non-refundable, so your child must be willing to compete or forfeit the fee. Competitions, especially at higher levels, are sometimes held outside the state. Parents are responsible for any associated travel and accommodation costs.

## PARENT COMPETITION ETIQUETTE

We rely on parents to create a relaxed and supportive atmosphere before and after the competition. Parents should refrain from giving instructions about performance – this is the responsibility of the coach. Your job is to be your child's number one fan.

Once the competition begins, parents will not be able to communicate with their child. Your child's coach can answer any questions you may have about performance or results at the conclusion of the event. It is not appropriate or permitted for you to speak with your child, their coach or the event judges during a competition.

We care about your child's results. If we have concerns about the accuracy of judging at a competition, we will appeal through appropriate channels. If you have concerns about your child's performance at their competition, please arrange for a meeting with your child's coach.

## CLUB UNIFORM REQUIREMENTS

Athletes are required to wear full club uniform during competition.

Uniform requirements are:

- YMCA club tracksuit
- YMCA club leotard
- YMCA longs and shorts (MG only)
- YMCA training leotard (selected athletes)
- YMCA polo shirt
- YMCA bag
- White socks and footwear

All uniform order forms are available from your child's coach or the customer service desk.

## GYMNAST COMPETITION ETIQUETTE

Athletes are required to remain in the competition arena for the duration of the competition. Athletes are asked to be respectful of fellow athletes, coaches and judges during the competition, as well as showing care towards the equipment.

Athletes are also expected to display good sportsmanship and conduct themselves in a professional manner. Athletes should also follow the rules and respect the decision made by the judges. Any concerns that you may have should be raised with your coach, who will appeal through the formal process, if appropriate.

## TRAINING EXPECTATIONS

All competitive level gymnasts are required to train the hours as set by their club. If gymnasts are unable to commit to these hours, they may be expected to move into a lower level or non-competitive program.

Each training session consists of 4 apparatus and a strength component. If your centre has training attire, all gymnasts will be required to wear this.

**Foundations levels 1 and 2:** 2 x 3 hour training sessions per week

**Level 3:** 3 x 3 hour training sessions per week

**Level 4:** 3 x 4 hour training sessions per week

**Level 5:** 3 x 4 hour training sessions per week, 1 x 2 hour training session (optional)





# GET IN TOUCH







YMCA NSW is a people organisation and we value our clients' points of view. If you have feedback or suggestions for us, there are a number of ways you can get in touch...

**Speak to our friendly staff** on the phone or in person.

**Use the suggestion box** at your local YMCA NSW centre.

**Complete a feedback form** at your local YMCA NSW centre or at [www.ymcansw.org.au](http://www.ymcansw.org.au).

## CONTACT US

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We build strong people  
strong FAMILIES  
strong COMMUNITIES



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