Thank you for choosing Rainbow Gymnastics as your child's gymnastics club. We are delighted to welcome you and your family, to ours. Rainbow is a non-profit facility, dedicated to teaching safe gymnastic, circus, and parkour skills, in a fun and positive environment.

***Please read this document carefully and keep it somewhere safe, as all of the essential information you will require is within.***

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**British Gymnastics Membership**

British gymnastic membership(insurance) runs September to September for all UK members. The price is set by DOB of the child, regardless of when you join. As their system is encrypted for security, we are unable to answer any questions regarding their policies, therefore any questions/issues, please contact them directly on **Tel :*0345 129 7129.* Mon –Fri 9.30am - 530pm.**

Please note club membership (joining fee) is NOT British gymnastics membership. These are two separate items and British gymnastics membership(insurance) needs to be purchased directly from them.

BG membership is mandatory for all gymnasts who participate throughout the UK. Children cannot attend without an active British gymnastics policy in place and there can be no exceptions. The club will cover your child when attending a trial session, under our public liability insurance.

**How To Purchase a Policy**

**First Step**: Visit British gymnastics website here: [**www.british-gymnastics.org**](http://www.british-gymnastics.org)

**Second Step:** Scroll down and you will see a blue box saying, Join or Renew membership. If your child has never had a policy before, choose ‘join’ – if they had a policy in the last 5 years, choose ‘renew’.

**Third Step:** Answer all of the questions for both the parent and the child. The type of gymnastics you will select is ‘General’ from the list.

**Final Step:** Process payment via card directly to BG. Only when this is paid, is the policy activated immediately.

**PLEASE REMEMBER – THIS IS AN INSURANCE POLICY. ENSURE ALL DETAILS ARE CORRECT AND UP TO DATE. INCLUDE ALL RELEVANT MEDICAL INFORMATION IF APPLICABLE.**



**British Gymnastics Membership types required**

**Competitive squad: Competitive silver membership – Girls WAG/Boys MAG**

**Gymnastics Ireland**

The club will register your child. Please return the membership form provided. Not all squads are Gymnastics Ireland and these will be handed out to you if relevant

**How payments work**

Register with the new squad management system – Class Manager

Click on registration link

<https://app.classmanager.com/portal/rainbow-gym-club-c-i-c/register>

|  |
| --- |
| [Registration | rainbow Gymnastics squad payment - Portal](https://app.classmanager.com/portal/rainbow-gym-club-c-i-c/register)name=app.classmanager.com |

All members must pay a £25 admin/joining fee. This runs September to September and there is no reduction unless you join after April in which case it is reduced to £20.

Classes are all paid by go cardless through the Class manager system. The payment comes out monthly, 1st of every month and as some months have 5 weeks. Payment does not stop during holidays.

If you are facing financial difficulty please contact directors Ciara or Tamlynn at the office.

**Payment Breaks**

Payment breaks are not possible as we are unable to freeze and hold a space due to high demand for our classes. 1 months notice must be given and your childs space will be cancelled and if returning they must re-join a class with availability. This may not be the same class, time or day.

**Members Joining**

New members can only join at the start of a new term but are very welcome to attend a trial day during the term if there are trial spaces available. We only permit 1 trial before signing up due to insurance constraints.

**Late Fees**

Payments that are missed or unpaid will result in a £20 administrative fee the following month added to your account. This is the largest British gymnastic club in Northern Ireland (in terms of members) and late payments result in a huge cost for the club in regards to administrative time. Please ensure your payments are always ready to be collected on 1st of each month to avoid any late fees.

**How to cancel your payment**

If you no longer wish to attend the club, you must give 1 months notice in writing to rainbowdirectors@outlook.com

#### Classes Not Attended

#### Classes not attended cannot be made up due to coach to child ratios.

#### Refunds

#### All refunds will be minus a 4.8% deduction fee which is taken by class manger. Club membership is non refundable.

**Gymnasts code of conduct.**

**Gymnasts should:**

* Participate fairly, do their best and have fun.
* Represent themselves, their family and club in the best light while at competitions.
* Respect officials and accept their decisions.
* Respect fellow team members and work as a team.
* Respect opponents and be modest in victory and defeat.
* Improve and develop their skills to the best of their ability.
* Adhere to proper standards of behaviour that avoid bringing Rainbow Gymnastics into disrepute.
* Let the coach know when you are unavailable for training and competition.
* Approach the designated Welfare Officer with any concerns or questions you may have.

**Young gymnasts should not:**

* Cheat – always participate by the rules.
* Use bad language.
* Shout at or argue with an official.
* Spread rumours about others.
* Bully or upset another young person.
* Tell lies about adults or other young people.
* Take banned substances.
* Harm team members, opponents or their property.

#### Young gymnasts are entitled to:

* Be safe and to feel safe.
* Be happy, have fun and experience a sense of enjoyment and fulfilment.
* Be treated with respect and dignity.
* Comment and make suggestions in a constructive manner.
* Confidentiality.
* Make a complaint and be listened to.
* Be believed.
* Experience competition at a level at which they feel comfortable yet challenged.
* Get help against bullies.
* Say no if uncomfortable.
* Protect their own bodies.

### **Code of Conduct for Squad Parents**

**PARENTS SHOULD:**

1. Ensure gymnasts are punctual for their training sessions.
2. Contact the office/coach at your earliest convenience to let us know if gymnasts are going to be late.
3. Let us know in **advance** of their session if they are unable to attend.
4. NOT interact with gymnasts during their sessions be it verbally or through gestures. This has proven to be disruptive to their training.
5. NOT enter the gym unless invited to do so by their coach or a member of management. This includes opening the main gym door.
6. Avoid the disparagement of the knowledge, ability or performance of other gymnasts or their coaches. There are accepted methods of expressing disapproval, which should be followed.
7. If unhappy with any aspect of the running of the club or with the performance or behaviour of gymnasts or coaches please express this in one of the following ways:
	1. By emailing the head of that department.
	2. By emailing in writing to the directors.
	3. By emailing in writing to the clubs Welfare Officer
8. Show appreciation and respect for the coaches, officials, volunteers and other parents.
9. NOT air your concerns in an open forum. Airing your grievances with other parents or on social media serves little constructive purpose. It places others in uncomfortable positions, sets a poor example for your child and affects the team atmosphere of the gym.
10. Be professional – you are also a representative of your child’s club, so when you go to an event/competition remember you are a guest. Don’t talk about other teams or gymnasts and NEVER approach an official. That’s the coaches job not yours. So if you have a concern discuss it with your child’s coach and they will deal with it as they see fit.
11. Set a good example by recognising good sportsmanship and applauding the good performance of ALL, including your child’s own team mates.
12. Re-enforce the rules of the gym and encourage your child to follow them. The rules are there to help your club run safely and smoothly for all gymnasts.
13. **If you are unable or unwilling to follow these simple and important rules then it is time to consider if our club is the right club for you and your family.**

**Lunches**

Lunches must be nut free. We have several children in squad with life threatening allergies. Any products without ingredients(except sandwiches/pasta should have the ingredients enclosed in your childs lunch box. Please ensure your child has enough water.

**Medications**

All children who have been declared as having certain specific medical conditions, must follow certain protocols as per our club policy. Medication sent in with the child must NOT be expired. In the case of auto-injectors, there must always be a *minimum of two devices*. Failure to bring along life- saving medications to a session, will automatically result in the child not being allowed to participate in that session. This regardless of whether a parent stays onsite or not. There are **NO EXCEPTIONS** to this policy.

Parents must provide the club with an up-to-date medical action plan, within two weeks of joining, to allow us to administer any medications listed on said plan. For some conditions, a parent may be required to stay on-site throughout their child’s session.

**Uniform and Jewellery**

#### PERMITTED NOT PERMITTED

Competition leotard Socks

T-Shirts School Uniform

Leggings or shorts Skirts/Jeans/Tights/Dresses/Costumes

Hoodies or Jumpers Jewellery of any kind including earrings & fit bits.

All squad gymnasts are required to wear a leotard with or without shorts/legging for training.

No crop tops or T-Shirts to be worn without a leotard.

All extra clothing must be removed at the start of training.

During he winter months gymnasts can have a hoodie/joggers but must be removed after warm up.

#### Competition leotards

#### Elite compulsory and NDP – London gymnast rainbow leotard

#### Classic challenge and Aspire – Stag burgundy leotard

#### GIAGO Squads – Milano rainbow leotard

#### All Boys – Milano boys leotard

#### All squad gymnasts are required to have the squad tracksuit.

#### Gymnasts must have the correct squad leotard for competitions.

#### Body Piercings

Parents should contact the office to record that a child has a new piercing. Children have 6 weeks from the date of piercing in which a parent can cover the ears with plasters/tape - after which they must be removed as per British Gymnastics policy. There are no exceptions.

Failure to remove piercings will invalidate the gymnast’s insurance – therefore they will not be ****permitted to train with them in.

**Footwear**

Bare feet must be worn unless a child has a verruca then a sock may be worn

**Hair**

Medium to long hair must be tied up at all times regardless of gender.Very long ponytails are not recommended and plaited long hair is strongly recommended



#### Drop Off and Pick Up

​The carpark is a communal carpark and is used by the entire business park. Please try to use rainbow gymnastics spaces which are marked out. There are some at the front and the side of the building and you can also park out on Ballyoran lane. Parents are welcome to come and watch their child squad session except for during summer times when the parents room is used as a lunch room.

**Approaching Coaches**

Please do not approach the coaches at the start or at the end of the session. Coaches contact details are located at the bottom of this form and you must email them to arrange a formal meeting. If you would like feedback on your gymnast please request this by email from your squad manager.

**Gym Attendance**

In order to remain on squad all gymnast must attend all of the designated sessions for their chosen squad. Poor attendance will lead to injury and gymnasts falling behind so please try to ensure they miss as little squad as possible. Any issues please contact head of squad to resolve.

#### Competitions

#### All squads are required to attend competitions throughout the year. Failure to attend the minimum amount will result in your child being removed from the squad. The main competitions will be noted next to the squad, and we will have other club competitions throughout the year. If your child is injured/sick they will be exempt from the above rule. Gymnasts will be trialled for the main competitions only gymnasts who meet the criteria set out will be invited to attend these competitions.

#### Squads

#### Elite compulsory – 5 Competitions (Grades, GI and Classic challenge)

#### NDP – 5 Competitions (Grades, GI and Classic challenge)

#### Classic Challenge – 4 Competitions (Grades/GI and Classic challenge)

#### Aspire – 4 Competitions (Aspire, GI and Classic challenge)

#### GIAGO Squads – 3 Competitions (GIAGO and aspire)

#### All Boys – 2 Competitions (GI)

**Squad training hours**

The new timetable can be found on our website. Gymnasts are required to attend all squad sessions. Missing sessions can result in gymnasts falling behind and cause injuries, so it is very important to attend all training sessions.

**Welfare Issues**

If you have a concern regarding your Childs welfare please email: rainbowdirectors@outlook.com and we can arrange a meeting

**Office Hours**

The office hours are noted on the website and are subject to change. If you have any questions, please drop us an email and we will back to you as soon as possible.

Rainbow Gymnastics email address - rainbowgymclub@outlook.com

Squad manager email address – tamlynnsquadmanager@hotmail.com

**Parent/Guardian Communication**

We communicate via email through your class manager account. Please make sure the email address you have registered with is correct and active. We usually have over 1000 members attending weekly and cannot directly call every member, with updates and important messages.

If you prefer to call you can do so on 02890 486936 during office hours. If we do not answer, we are dealing with customers at the office and you can leave a voicemail.

You can also download the Rainbow Gymnastics app through the mobile website and notifications will be sent via the app on general club events.

**Staff and who to contact**

Tamlynn Carlson

* Squad Manager
* Level 4 Wag
* FIG Level 2 WAG

tamlynnsquadmanager@hotmail.com

**Welfare officer concerns and complaints**

Ciara Mc Kenna – Director and welfare officer

* Level 3 Wag
* Level 2 Mag
* British gymnastics judge
* Gymnastics Ireland Judge
* Rhythmic Gymnastics level 1

**Closure Dates**

* **CHRISTMAS TERM** - closed December 24th - January 1st
* **EASTER** - closed Sunday 31st March – Saturday 6th April
* **SUMMER** – closed 8th July – 14th July

***Some training sessions may be cancelled due to competitions running on the same day.***