



VITAL GYMNASTICS



2023 COMPETITION HANDBOOK

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Introduction

This handbook is a guide for all new and returning Vital families. Please ensure you read its contents as it has important and relevant information for all squad members throughout the 2023 competitive season.

For all those new to Vital's competitive program, here is a basic guide to explain what goes on in a typical competition season:

Over the coming months, all the girls will be taught the necessary skills for the level they are preparing for, then compulsory routines will be taught for their relevant level. Once the skills and routines are mastered, the girls will then be ready to take part in competitions. The competitions are not high stress events, merely a chance for the girls to have some fun and experience what a gymnastics competition is like.

Competitions

Competition dates will be sent out in Term 1 2023 once released by Gymnastics Western Australia and local clubs hosting Invitationals.

Skill testing will take place in Term 1 on an annual basis to assess that they are tracking towards the correct level.

Squad athletes must maintain an attendance of 90% to be eligible for competitions and attend 100% of training sessions the week prior to competitions. Please advise the club in writing should you child be absence for an extended period of time eg: more than 2 trainings session in a row

Level 1-2

Each level 1-2 gymnast is involved in non Gymnastics WA facilitated competitions throughout the year, these typically occur between July - September. These competitions are hosted by Gymnastics WA accredited clubs.

The gymnastics competition will generally be run over a 3 hour period which will be released 1 to 2 week/s prior to the competition. The gymnasts perform their routines on each of the 4 apparatuses.

Level 3-6

Gymnasts in level 3-6 compete at Gymnastics WA facilitated and Hosted Club competitions each year between June - October. Gymnastics WA releases competition dates in Jan/Feb, so families will receive an "Important Dates" calendar early next year. (Please note this also includes State Level 7-8)

Volunteer roles

As part of the running of a successful competition, clubs are directed as to which volunteers we are required to supply. The volunteer roles include, music person, announcer, scorer (this is inputting data) equipment helper. A family will be selected at random to provide this volunteer. All volunteers must be over 16 years old.

Competition Uniform

All gymnasts are required to wear their club's uniform to all GWA events. The Vital Gymnastics Club uniform consists of a competition leotard in our club colours of royal blue, black and silver and the Vital Tracksuit. Athletes cannot wear jewellery including necklaces, bracelets, anklets, watches, and can only wear small stud/sleeper earrings.

The gymnast will need to have their hair pulled back in a nice neat bun which is secured with gel and hairspray. If you need any guidance, don't hesitate to ask Vital staff.

Gymnasts are required to buy the club uniform

- Squad Training Leotard - \$80.00
- Club Tracksuit Pants and Jacket - \$100
- Level 3-6 Competition leotard and hair scrunchie - Price TBC
- Level 7+ Competition leotard and hair scrunchie - Price TBC

Please note a new training leotard for levels 3 + will be introduced in 2023. Level 1 and 2 competition leotards are shown below.

Training Attire

Gymnasts can wear any combination of leotard, leggings, bike shorts and crop top to training. Their hair must be tied back in a bun and their hair away from their eyes. We have a training leotard as shown below which is required to be worn on the specified day.



Each squad member will be required to purchase Vital's Sylvia P short sleeve training leotard.. For new squad members, these won't be compulsory until Term 1 of the following year.

Level 1-2 athletes will wear this short sleeve leotard for all of their competitions also.

Vital Gymnastics Squad Tuition Fee Policy

Method of Payment

A direct debit through pay advantage will be required for **all** squad fees.

Please note there is a fee charged by the merchant, to minimize fees please be aware nominating a bank account is the most cost-effective option.

Annual Club membership, insurance, registration and equipment levy:

This charge is for the calendar year and due in its entirety regardless of the length of enrolment in classes. Please note this charge is billed separately, and is in addition to your tuition fees.

As members of an affiliated club, Vital Gymnastics gymnasts are covered by Gymnastics Australia's insurance program. Please [click here](#) for more information.

Hours of training

Gymnasts are invited to join a particular squad or class and must attend and pay for all the hours set for that group. All squads have between 40 to 48 weeks training per year. If commencing throughout the year a gymnast's first month is charged pro rata, with normal monthly billing for future installments.

Gymnasts that are invited to train extra sessions will be invoiced for those sessions.

Sibling Discount

The club offers families a sibling discount to the monthly tuition component of costs, applied to the lesser account. This discount is a reduction of 20% for a third gymnast and 30% for a fourth gymnast.

Due Dates for Squad Tuition payment

Payments are processed on the 1st of each month, a total of 12 payments for the year. Should the 1st fall on a weekend or public holiday, fees will be processed on the next business day.

Tuition fees will be corrected in good faith should an error occur in billing as soon as practical after the error is detected.

A reminder email issued monthly, however accounts are issued as an annual payment with a payment plan. Parents are able to log in to the parent portal to view their account, including viewing past payments and/or to make payment for any additional charges. The parent portal is accessed through this link [Parents Portal](#)

Other Charges

For your convenience other charges such as uniform, gymnastics trips, choreography, camps and competitions will be invoiced separately and a manual payment will be required.

Declined autopay

Any payment which is declined will incur an additional administrative charge through the merchant and this charge will be added to the amount to be processed. All auto declined payments will be processed 14 days later.

Late pick up fee

If an athlete is regularly picked up later than class finishing times, a \$50 late pick up fee will apply at management's discretion to cover staff wages. It is a parents responsibility to collect their children on time.

Financial Arrears

If outstanding fees and charges are not paid as requested and/or are more than one month in arrears the club reserves the right to restrict or refuse training privileges. Transfer requests will not be approved if there are outstanding fees and charges.

Sickness/Injury/Absences

There is no fee adjustment for minor illness or any other reason. No refund or discount on fees is given for gymnasts away on gymnastics trips and tours. For major injuries the fees will be adjusted on a case-by-case basis.

If your child decides to do another sport/activity on their allocated day full squad fees will remain in place, if we can accommodate an alternate day for them to train, we will endeavour to do so. If the club is not able to offer this, parents must be aware the gymnasts progress may suffer as a result of reduced training.

Public Holidays

As a general rule there are no classes held on public holidays. There is no fee adjustment for public holidays as these are calculated into the annual fees.

Notice of a decision not to continue training

The office requires 4 weeks written notification of a decision not to continue training and usual training charges will apply for those 4 weeks of notice, and/or full payment for the final month's training is required. No transfer request will be approved until all fees are paid.

Competitions

All competition sessions are attended in lieu of a normal training session. The club will advise parents which training session will be cancelled for each competition. This ensures gymnasts are not over-tired or run down during the competition season.

To represent the club at any competition(s) or GA/GWA camps/training sessions/ all tuition fees must be completely up to date.

Coach/Judges/support staff levy

A surcharge is added to competition entry fees charged by the hosting club or Gymnastics WA to cover the costs of Vital providing judging/coaching personnel as required.

Each competition requires parents to volunteer their time to assist with running the event. It is therefore an expectation that all families will volunteer their time throughout the competition season.

Enrolment for the following year

To confirm and hold your daughter's place in a squad class for the following year the Club membership for that year is required in December of the current year (exact due date to be advised). For example, to hold a squad position for 2023, the Club membership fee for 2023 must be received by the due date in December 2022.

Vital Gymnastics General Viewing Policy

We understand that parents/carers enjoy watching their children train, learn new skills, and enjoy the sport with their peers. We do not want to discourage this, but at Vital athlete safety and security is a top priority so the following rules have been implemented for parents and spectators:

1. It can be an enjoyable experience to watch your kids learn new skills, see their progress etc. However, some children (especially younger children) can be very easily distracted, which can be dangerous for the gymnast. We request that you do not wave, shout, coach, or try to get their attention during their session due to the risk of injury.
2. Parents/carers are responsible for any siblings or other children that accompany you whilst you watch a session. They must be under your constant supervision at all times. Please ensure children remain in the parent viewing area under your supervision and do not go onto any gymnastics equipment or climb the mezzanine railings.
3. Please do not allow children to run up and down the stairs as this can be potentially dangerous.
4. Please be aware that videoing or photography is NOT permitted at Vital Gymnastics without permission. This is a violation of child safety, which as a club we take very seriously.
5. NO parents are to enter the gym unless a coach or welfare officer requests you too.

Squad Viewing Policy

Squad Viewing Policy applies only to parents/guardians/spectators of gymnasts in Squad (competitive) groups. The policy applies to all training sessions including school holiday training.

1. If your child trains 4+ hours a week you may only watch the last 30 minutes of the session. Please note this is monitored.
2. Parents are welcome to request to speak to a coach before or after class for queries. To ensure the safety of athletes, coaches are unavailable for discussion during class time.
3. For any updates on progress please email all questions to admin@vitalgymnastics.com.au
4. Should your child be unable to attend classes or have an injury which would affect training or any other important information we should be aware of, please sms 0426800589 or email admin@vitalgymnastics.com.au prior to their class.

Club Rules

For the safety and enjoyment of others, Vital's rules are as follows:

- No unauthorized adults or children in the gymnasium at any time.
- Adults are to use the designated toilets, they are not permitted to enter the athlete only toilets
- No playing on any equipment without strict supervision of a coach, before, after, and during lessons.
- Non-participating children remain the responsibility of the parent/guardian at all times.
- Spectators must not distract athletes or coaches during class times - all queries are to be directed to the coach before or after class.
- No food or drink other than water is to be taken into the gym.
- Gymnasts are expected to arrive on time and are to be picked up on time (\$50 late pick up fee may apply, see page 7)
- If waiting to be picked up gymnasts must remain inside the gym. Vital Gymnastics takes no responsibility for children outside of scheduled class times.
- Gymnastics Western Australia Affiliation/Registration fees (insurance) must be paid within the first two classes).
- Appropriate clothing is to be worn: shorts, bike shorts, track pants, leggings, t-shirts, crop tops, and leotards.
- Jewellery should NOT be worn to gymnastics. This includes necklaces, rings, watches, bracelets and dangling earrings.
- Long hair is to be tied back off the face (in buns for competitive gymnasts).
- Parents must inform coaches of any medical conditions relating to their child.
- Athletes must behave appropriately and follow the instructions given to them by their coach. Any athletes failing to abide by these instructions will not be allowed to participate in class.
- These rules apply to athletes, parents, guardians, non-participating children, coaches, and volunteers.
- Parents/carers may only park in bays numbered 1, 2, 3, and 7.
- Parents/carers are prohibited from parking in bays 4, 5 and 6 at all times.

Parent & Athlete Code of Conduct

- Abide by all Vital Gymnastics, Gymnastics Western Australia and Gymnastics Australia codes of conduct, codes of ethics, rules, policies and procedures.
- Actively support all efforts to create a child safe culture and remove verbal and physical abuse from sporting activities.
- Refrain from any form of discrimination, harassment, bullying, abuse, intimidation, victimisation or vilification of others, including bias of age, race, gender, disability, sexuality, gender identity or religion.
- Treat athletes, staff, and all other members in our community in a considerate, respectful, objective and courteous manner with a proper regard for their rights, dignity and worth.

All Policies in this document are adopted by Vital Gymnastics Management August 2023.