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# Parent Handbook

darwingymnastic.org.au



# DGC

...where it's fun to hang out...



# Welcome to the Darwin Gymnastic Club

The purpose of this booklet is to provide both new and existing members with information about the club.

## Mission

Darwin Gymnastic Club strives to enhance the ability of all gymnasts within a safe and supportive training environment.

## History

Darwin Gymnastic Club Inc. originally commenced in 1981 at the old town hall in Mitchell Street. The club then moved to Fannie Bay, and then to Nightcliff High School. In 1984 the NT Government developed Marrara stadium and DGC was offered the use of the hall, where it has remained until today. DGC began as a small club and over the years has grown into a very large and successful not for profit organisation.

## Contacts

Telephone:	(08) 8927 3040	Postal Address:	PO Box 42249
E-mail:	<a href="mailto:contact@darwingymnastic.org.au">contact@darwingymnastic.org.au</a>		Casuarina NT 0811
Office:	NTGA Training Hall	Office hours:	Saturday 9-1 pm
	Abala Road, Marrara NT 0820		

From time to time we may need to contact you to advise any class changes. A cost effective way to do so is via text message. Please ensure that you advise us if your contact details change. This is also important if we need to contact you during your child's class.

## About our Coaching Staff

Darwin Gymnastic Club employs coaches to instruct the classes we offer every year. All classes are supervised by accredited coaches who hold a minimum qualification of level 1. DGC coaches also mentor our junior and trainee coaches. Coaching courses are delivered by our state sporting body – Gymnastics NT throughout the year and any one interested in assisting in coaching should approach Sharon to discuss their options.

## About the Management Committee

Darwin Gymnastic Club is managed by a volunteer Management Committee that is made up of parents like you. We meet almost every month, so if you have a couple of hours to volunteer a month, please contact the President via the club email.

## Fund raising

From time to time our non-profit club requires volunteers to assist in sausage sizzles, raffles and other fund raising activities. Funds raised are made available for end of year trophies, equipment or other identified purposes.

Ice cups are an ongoing activity which not only contributes to fundraising efforts, they are appreciated by our gymnasts and their families. We require over 200 a week and rely on parents to assist in making them on a rostered basis.

Please contact us via email if you can support us in any of the above activities.

## Website

You can keep up to date with newsletters, current timetables and achievements. Club policies, forms, and other information can also be found here. Please visit regularly at [www.darwingymnastic.org.au](http://www.darwingymnastic.org.au)

## Newsletters

To keep costs down, newsletters will be emailed to the address supplied on the registration form. Please advise via club email if your address changes. Hard copies will be made available to those without access to email. Please advise the office administrator or Sharon if you require a hard copy.

# Code of Conduct

## Gymnast's Code of Behaviour

- Obey clubs and Association rules.
- Never argue with Officials.
- Respect coaches and helpers by listening and paying attention to what you are being asked to do.
- Respect other gymnasts and be kind to each, take turns fairly, help each other, and offer encouragement by saying "well done".
- Bullying is not accepted and will not be tolerated.
- Swearing or offensive language is not tolerated.
- Control your temper. Verbal abuse of Officials or other gymnasts, deliberately distracting or provoking an opponent is not acceptable or permitted.
- Work equally hard for yourself and / or your team.
- Be a good sport. Applaud all good gymnasts whether they are your team or the opposition.
- Treat all gymnasts as you would like to be treated.
- Cooperate with your coach, team-mates and opponents. Without them there would be no competition.
- Compete for the fun of it not just to please parents and coaches.

## Parents' Code of Behaviour

- Remember that your child participates in gymnastics for his/her enjoyment, not yours.
- Encourage your child to participate, develop and challenge themselves in gymnastics but do not force them.
- Focus on your child's efforts and performance rather than winning or losing.
- Encourage your child to participate accordingly to the rules and help them to understand the value of rules.
- Never ridicule or yell at your child for making a mistake or failing to achieve his/her objectives.
- Remember that your child will learn best by example so applaud good efforts by all participants.
- Support all efforts of the club to remove negative and/or destructive behaviour and attitudes.
- Respect the decisions of judges, coaches and club management and encourage your child to do likewise.
- Show your appreciation for the volunteers, officials and administrators of the club for without them your child could not participate.
- Remember that your club personnel have feelings too, so please express your opinions in a constructive and helpful manner. Avoid gossip and rumour which may arise amongst members regarding your club.
- Offer your assistance and expertise to help build your club and encourage your child to do the same. Many small efforts by members make clubs successful and harmonious.
- Support your club personnel by offering them your trust and confidence and show interest in what they are doing – they are striving to do their best to support the interest of your child.
- If you have issues or concerns with any aspect of the operation of your club please represent those issues to the appropriate person in the club in an open and considerate manner seeking first to understand and then to be understood.
- Offer any expertise you may have to help advance the purposes of your club and the learning experiences of your child and his/her peers. All clubs are under a great deal of pressure to meet social, governmental, regulatory and business expectations and standards and often feel overwhelmed in their efforts to meet these expectations and standards.

Most of all remember that the club is in fact the sum of its members and that the children should also be given the opportunity to have a say. Not every child will like gymnastics and if this is your child, that's OK – your club would be happy to modify your child's program or suggest a sport which may be better suited to your child's interests and abilities.

## House Rules

1. Parents and gymnasts are not allowed onto the floor area until they are invited on by the coach.
2. Ice cups or ice sticks are available for purchase after the class for a fee of 50 cents
3. Members and parents/carers are to abide by the Rules of Conduct that are clearly displayed in the venue and provided in this handbook.

## Our Dress Code

### Training dress code

We have both male and female training uniforms available for purchase. We don't make training uniforms compulsory, though would encourage gymnasts to wear a blue T-shirt or singlet with white short, suitable for gymnastics activities. Club polo shirts are available for purchase and wearing as a uniform or over training outfits.

Hair must be off face for both male and female participants and jewellery, watches left at home.

Note: we cannot provide lockable cabinets for personal valuables.

### Competition dress code

#### Women's Artistic Gymnastic

- Levels 1-3 competition WAG leotard and polo shirt
- Levels 4 and up competition leotard (long sleeves) and polo shirt
- Hair needs to be secured back neatly in either a ponytail or braid. It is advisable to use lots of hair spray to keep it in place. Glitter hair spray is permitted. **No make-up to be worn.** Nails should be clean.

#### Men's Artistic Gymnastic

- Levels 1 competition MAG competition leotard, polo shirt and white shorts
- Levels 2 and up MAG competition leotard, DGC polo shirt, white shorts, longs with socks



## Which class to choose?

### **KINDYGYM for 1- 5 year olds**

The program provides opportunities for young children to explore and develop their physical potential in a safe environment. KindygyM also develops children's social, emotional and cognitive abilities. As children progress through the program new and more challenging activities are introduced. This progression builds and improves children's confidence and self concept. **Parent participation is required** as young children value the security that parent involvement provides. So don't be shy, join in the fun!

### **TUMBLERS for 5 - 8 year old**

The program introduces gymnastics to children aged five years and over. In a safe, controlled environment, our leaders assist your child in discovering the many disciplines involved in the sport. The four F's of gymnastics are put to the test – **fun, friendship, flexibility and fundamentals**, while performing skills to develop coordination, balance, agility and strength using traditional and non-traditional gymnastic equipment.

### **FLIPPERS for 8 - 12 year olds**

Forget the pointing of toes – these classes are about having fun and experiencing the building blocks in a non-threatening and safe environment where the "experience" is what counts. Discover the other sides of gymnastics and work as individuals and team players.

### **CHEERLEADING for 6 year olds and over**

Cheerleading is a team building activity that combines dance, marching and gymnastics to music to perform coordinated, skilled and fun routines with or without poms. Participants may perform routines at community events and NT Competitions.

Uniforms are an added expense to the participant. Bring it on!

### **RHYTHMIC for 6 year olds and over**

A graceful and skilful discipline that combines jumps, turns, balances and flexibility skills with hoops, ribbons, balls, clubs and skipping ropes and all done in time with music. This discipline is relatively new compared to the traditional boys and girls gymnastics and is an Olympic sport. Class sizes are small and we have an experienced dance teacher to assist our participants with rhythm, coordination and flexibility.

### **ADULTS for 13 year olds and over**

Want to get back into an activity that strengthens the mind and body without going to a gym? Well adults' gym is available to those who want to take the steps towards achieving some of the above thoughts. Patience, strength, flexibility and mental attitude are important.

## **NATIONAL LEVELS**

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

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

The National levels stream has been designed to assist all gymnasts to develop gymnastics skills and at the same time provide a competitive stream. This system allows the gymnast the flexibility to move from level to level based on their own abilities. There are ten levels where the gymnast has the opportunity to compete at Club, Regional, State, National and International level.

Darwin Gymnastic Club provides programs for Women's Artistic Gymnastics (WAG), which incorporates the Vault, Uneven Bars, Beam and the Floor and Men's Artistic Gymnastics (MAG), which encompasses the Floor, Pommel Horse, Rings, Vault, Parallel Bars and Horizontal Bar.

# Registration and Fees

Darwin Gymnastic Club is a not for profit organisation. It has a firm commitment to the registration of all members in compliance with the National Codes of Practice. DGC will take reasonable steps to ensure that all required information collected, used or disclosed is accurate, complete, up-to-date and stored in a secure environment accessed only by authorised persons.

Gymnasts are charged fees to cover registration with Gymnastics Northern Territory (GNT), insurance, hall hire, coaches' salaries, maintenance, replacement and repair of equipment, and administrative costs.

Registration and term fees (a 10-week period as per NT school terms) are to be paid in advance by all gymnasts. Registration fees include DGC and GNT membership, and the Gymnastics Australia registration. Registration fees are dependent on the term in which the gymnast registers and are as follows: Term 1 or 2 - \$66.00; Term 3 - \$55.00; Term 4 - \$44.00

- New members are issued with a registration form, to be completed and returned by the next training session.
- Children under the age of 18 must have a parent or guardian verify their membership application with DGC.
- Information contained in the enrolment form is entered on the club database
- Completed registration forms are stored in a filing cabinet in the club office for two years.
- Class rolls and medical reports are completed for each class and stored in the office.

## Payment Options

- Internet payment through your bank: BSB 085 928 (NAB), Account 0366 55180, please reference "gymnasts name + class"
- Cash, EFTPOS or Credit card during office hours

Kindergym: 1 class/week	\$85/term	
Tumblers, Flippers, Rhythmic or Cheerleading: 1 class/week	\$95/term	
Tumblers or Flippers: 2 classes/week	\$160/term	
Tumblers or Flippers: 3 classes/week	\$210/term	
Adults (1 hrs) Registration fee not applicable	\$10 per class	
Adults (1.5 hrs) Registration fee not applicable	\$15 per class	
WAG/MAG Levels	1 hour/week	\$95/term
	1.5 hours/week	\$130/term
	2 hours/week	\$155/term
	4 hours/week	\$225/term
	5-8 hours/week	\$5.25/hour
	9 hours/week	\$435/term
	10 hours/week	\$445/term
	11 hours/week	\$455/term
	12 hours/week	\$465/term
	13 hours/week	\$475/term
14 hours/week	\$485/term	
15 hours/week	\$495/term	

## Discounts

The following discount is offered for training (**ie. not on membership registration**) fees paid in full:

- 10% for lump sum term payment made by end of Week 2 of Term
- 5% for lump sum term payment made by end of Week 3 of Term
- 10% additional concession (Government issued Health Care or Senior's Card produced by parent/guardian)
- Family ceiling – maximum cost per family is \$1000/term.

## New member's registration

- Completed Registration Forms are required to be returned by the next training session.
- Children under the age of 18 must have a parent or guardian verify their membership application.
- The Head Coach or the Administration Officer will enter Information contained in the enrolment form into the Club's database, in accordance with the requirements of Gymnastics Australia and the DGC Privacy and Confidentiality policy. A statement to this extent is printed on the registration form.
- The completed registration form will be stored in the DGC Office filing cabinet for at least 2 years.
- Class rolls and medical reports are prepared by the Head Coach or the Administration Officer for each class and stored on the coaches class folder.
- The registration is not complete, until full payment of the annual registration fees is made.

## Existing member's re-enrolment

- Each school year parents/guardians are required to fill in a new Registration form.
- Information is updated on the DGC database by the Administration Officer.
- Any altered medical information is passed on to the Head Coach to ensure that the Coaches are informed of the changes.

## Unpaid membership registration fees

If a gymnast's membership registration fees remain unpaid by the conclusion of the gymnast's 3rd week of participation, **the gymnast will not be able to take the floor until full payment of those fees is made.** The Head Coach is responsible for monitoring this situation on advice from the Administration Officer.

## Overdue training fees

Gymnasts who have not paid training fees, or have not arranged a payment schedule by the end of week 3 of each Term shall be sent a statement of account and invoice. Failure to pay fees will result in a reminder letter. However, if fees are not paid by the end of Term, the matter will be referred to the Small Claims Tribunal.

Gymnasts will not be permitted to attend classes until outstanding fees are paid. Non-financial gymnasts will not be permitted to represent DGC at any competition until all outstanding fees are paid

## Refund of training fees due to illness

Where a medical certificate is provided, gymnast's fees can be refunded or credited to the next term. Gymnasts and/or parents will need to complete an 'application for refund' form and lodge it with the Administration Officer. This form can be found on the website or emailed to you. Absences for other reasons will not result in a refund or credit to the next term. Gymnasts can make up the session missed during the current term providing there is a suitable class and space available. This must be arranged in advance with the coach.