

BURY SPECTRUM GYMNASTICS CLUB (B.S.G.C)

MEMBER'S HANDBOOK



Welcome to Bury Spectrum Gymnastics Club

The aim of the club is to provide a safe, effective and child friendly environment in which the members can participate in gymnastics, trampolining, and other activities under the guidance of appropriately qualified coaches.

We operate an open philosophy and welcome the support of parents or guardians. Wherever possible we will enable you to observe training sessions provided that it does not contravene our Health and Safety regulations. We also encourage and value parental involvement in the club.

The Club is a registered member of both British Gymnastics and Eastern Counties Gymnastics Association and has a number of fully qualified coaches up to National Level who are CRB checked.

The club has adopted the BG policies for Child Protection, Equity, and Codes of Conduct. All officials, coaches, members and parents must adhere to these policies.

Please read the information provided in this handbook and make your time with us even more enjoyable.

Thank you.

Stay Safe, Follow the Rules

THE B.S.G.C. GENERAL CLUB RULES**REGISTER****NO JEWELERY****TIE BACK
LONG HAIR****NO LOOSE
CLOTHING****NO SHOES****NO OPEN TOP
DRINKS****1. Fees**

All fees must be paid, in full, at least one week before the first session of every term. Failure to pay before attending the first session will result in non participation until payment is received and possibly the loss of your space as we will offer any spare spaces to those on the waiting list. All Fees are non refundable unless there are extenuating circumstances. In this case a request must be put in writing addressed to the manager for review at the next Finance meeting.

2. Arrival and departure

a. Members should arrive 5 mins before the class for registration to allow for a prompt start to the session.

b. On arrival parents/guardians must bring the gymnast into reception for registration.

c. Members should not leave the gym until a responsible person has arrived to escort them home.

3. Do not park in the spaces reserved for Coaches and Officials in the Club Car Park.

4. Do not let children play in the car park.

5. For your child's protection, adults are not permitted in the children's changing area.

6. Parents/Guardians are not allowed to enter the gymnasium.

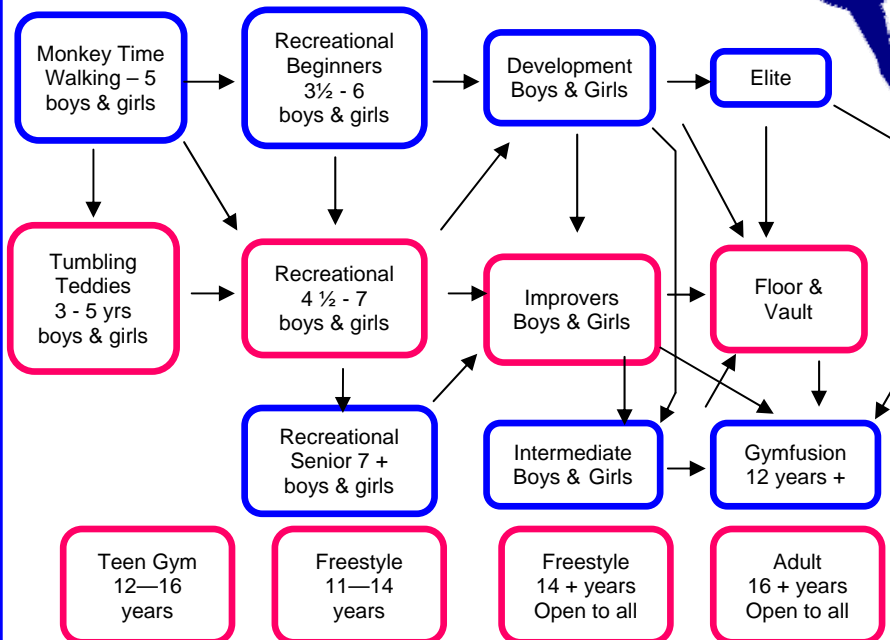
HEALTH ISSUES

Please inform the gym if your child is absent from the gym with an infectious illness.

Please advise the gym if your child has verrucas or head lice etc.



Structure Of The Club



Progression beyond recreational is by invitation. Gymnasts are assessed on a regular basis.

Classes run throughout the year breaking for Christmas, Easter etc.

Spectrum Badges.

We run our own badge system, incorporating all apparatus available in the gym. All gymnasts have the opportunity to work towards the badges.

Competitions

Gymnasts of all levels have the opportunity to enter competitions.

These run at various times throughout the year.

Parties

The gym is available to hire for parties on some Sundays and other days when gym is available.

Fun Sessions

Daytime sessions are run throughout the summer and during some school holidays. Details are sent out each term.

Structure of the Club

CLASSES FOR THE UNDER 5'S

Daytime classes which run with school terms. We do hold some classes during Easter and the Summer holidays

Monkey Time

Walking - 5

Semi structured sessions, part teaching and part play. Parent stays with their child throughout the session.

TUMBLING TEDDIES

3 - 5 years

A course of six 45 minute structured sessions for children who are happy to leave their parents, and are willing to accept a certain amount of discipline. This class prepares children for creational classes. Parents must stay in the building at all times during the class. Children work towards Spectrum Teddy Badges.

ARTISTIC CLASSES AVAILABLE

Classes run all year around including half terms, just breaking for Easter, Christmas and a week in the summer.

RECREATIONAL CLASSES

1 hour class (12 week term)

Gymnasts are monitored, any child with potential will be invited to trial for one of the following more advanced classes. There is also a class for those who only want to learn Floor and vault moves. Children may participate in badge competitions, however these are not compulsory.

We have more advanced classes to cater for all levels up to National level. These classes are by invitation only.

Gymnasts are assessed on a regular basis.

OTHER CLASSES AVAILABLE

GYM FUSION

This is a class for 11 years and upwards.

It includes display work, cheer leading and tumbling depending on the time of year.

Participants will need to have a certain level of experience in gymnastics to join this class.

TEEN CLASS.

1 1/2 Hour class for teenagers 12—16 years.

FREESTYLE JUNIORS 10—14 STRUCTURED

Freestyle gymnastics,(i.e. parkour,) is available.

FREESTYLE 14 PLUS SEMI STRUCTURED.

Freestyle gymnastics, i.e. parkour is available

ADULTS

This is a class for 16 years and upwards.

No experience is required and tuition is available .



Code Of Conduct For participants



Members are encouraged to be open at all times and share any concerns or complaints that they may have about any aspect of the club with their Coach or one of the nominated Welfare Officers.

As a member of Bury Spectrum Gymnastics Club you are expected to abide by the following club rules:

All members must participate within the rules and respect coaches, judges and their decisions.

All members must respect opponents and fellow club members.

Members should keep to agreed timings for training and competitions or inform their coach if they are going to be late.

Members must wear suitable attire for training and events as agreed with the coach. Keep all long hair tied back. Remove all body jewellery.

Members must pay any fees for training or events promptly.

Members must not smoke, consume or be under the influence of alcohol or drugs of any kind whilst training or representing the club at competitions or other events.

No food should be consumed in the gym or cloakroom areas. All food should be eaten in the viewing area.

Members should treat all equipment with respect.

Members must inform the head coach of any injuries or illness they may have before the warm-up begins.

Members should not eat or chew gum during a session.

Members must not use bad language.

Members should remain with coaches at the end of a session until collected by their parent .



Code Of Conduct For Parents and Carers

We are fully committed to safeguarding and promoting the well-being of all our members. The club believes it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and share any concerns or complaints that they may have about any aspect of the club with the head Coach or one of the nominated Welfare Officers

- ◆ Encourage your child to learn the rules and participate within them.
- ◆ Ensure that the gym is unlocked and that the Coach in Charge is present before leaving your child.
- ◆ Parents are not allowed in the working area of the gym unless with permission from the Coach in Charge.
- ◆ Do not talk to or distract your child during the lesson. This could lead to accidents, and you may be asked to leave the gym.
- ◆ Deal with grievances appropriately.
- ◆ Help your child to recognise good performance, not just results.
- ◆ Set a good example by recognising good sportsmanship and applauding the good performances of all.
- ◆ Never force your child to take part in sport.
- ◆ Always ensure your child is dressed appropriately for the activity and has plenty to drink.
- ◆ Keep the club informed if your child is ill or unable to attend sessions.
- ◆ Endeavour to establish good communications with the club, coaches and officials for the benefit of all.
- ◆ Use correct and proper language at all times.
- ◆ Never punish or belittle a child for poor performance or making mistakes.
- ◆ Always collect your child promptly at the end of a session and inform the Receptionist or Coach in Charge if someone other than usual is picking your child up.
- ◆ Coaches must not be burdened with unnecessary responsibility out of session time.
- ◆ Support your child's involvement and help them to enjoy their sport



COMPLAINTS AND GRIEVANCE PROCEDURES

- ◆ As a Club, Bury Spectrum Gymnastics is affiliated to British Gymnastics and is bound by the BG Procedures for complaints, disciplinary issues and Membership suspensions and expulsions.
- ◆ Bury Spectrum Gymnastics Club places the welfare and safety of its members as the highest priority.
- ◆ The Club has a designated team of Health, Safety and Welfare Officers. Grievances and suspicions of poor practice should be directed to the manager. Matters will be dealt with confidentially and only those who need to know will be informed.
- ◆ The British Gymnastics procedures for dealing with complaints will be followed and if an issue cannot be suitably addressed at club level, the British Gymnastics procedures will be implemented.
- ◆ A copy of the British Gymnastics Complaints Procedure and the Policy Protection of Children and Vulnerable Adults is available from the office or copies can be obtained from British Gymnastics .

GENERAL COMPLAINTS AND GRIEVANCES

If you have a complaint or grievance that is of an open nature please speak to the coach in charge of the session or speak to the manager who is available at all times on the number on the back of this leaflet.

If they are unable to resolve the issue the matter will be raised at the next committee meeting.

Any complaint or issue raised at a committee meeting has to be documented and made public knowledge unless requested otherwise for anonymity to be upheld.

POLICIES & PROCEDURES

Bury Spectrum Gymnastics club has policies and procedures regarding the following subjects:

Health and Safety	Child Protection	Fire
Participants with disabilities	Equity	Club constitution

If you wish to find out more these are displayed on the notice board and are available from the club web site www.buryspectrumgymnastics.co.uk

CONTACT AND INFORMATION PAGE

Gym Club : 01284 700866

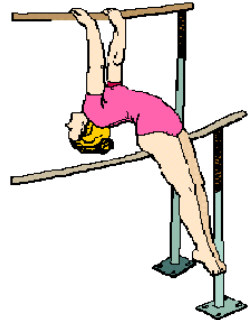
Welfare Officers :

Julietta Saiu-Bell 01638 500173

Jayne Heath 01284 752130

Enrolment and general enquiries :

Reception 01284 700866



Manager: Jean Mealham 01787 377139



www.buryspectrumgymnastics.co.uk

