



## **NORTH WEST GYMNASTICS CLUB HANDBOOK**

**North West Gymnastics Mount Isa**

15 Flower St, Mount Isa, QLD 4825

[www.northwestgymnastics.com.au](http://www.northwestgymnastics.com.au)

[info@northwestgymnastics.com.au](mailto:info@northwestgymnastics.com.au)

Phone: 0408 025 148

ABN: 71615984926

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## 1 Welcome

Welcome to the fantastic sport of Gymnastics!

We love our sport however what we love more is the teaching of safe technique in a fun and safe environment. With amazing trained and accredited coaches and the required equipment and resources to ensure that skills are taught progressively in a safe way with a focus on technique and the appropriate physical preparation.

This document and the terms within form a condition of your involvement and participation in classes or camps and we reserve the right to make updates to this document from time to time.

### 1.1 About Us

North West Gymnastics is a family owned Club strongly supported by our members and families. Kylie and Richard have a passion for the sport with their 3 kids all active in Gymnastics.

Kylie works as both the Club Manager and Senior Coach focussed across all our programs with a particular passion for building educational aspects into our Under 5's programs. Kylie holds accreditations in Kindergym, Launchpad, GfA, Acro Gymnastics, WAG, MAG and Advanced Tumbling.

Richard works as head coach holding Advanced Silver and International Federation accreditations in Women's gymnastics. Richard also holds accreditations in Men's Gymnastics, Acro Gymnastics, Gymnastics for All amongst others. Richard manages the personal development plans of the gymnasts, technical aspects of the programs and our club and gymnast competition objectives.

### 1.2 Our Values

Our Values are core to what we do, and we encourage all who are involved with our club to live and support our values including management, coaches, gymnasts, parents, families and supporters.

Gymnastics as a sport offers amazing benefits beyond the physical aspects and our values support the personal growth and development aspects of our sport.

We don't just teach gymnastics and fundamental movement, we teach life skills!

#### 1.2.1 Enjoyment

Enjoyment is the driver for why we do what we do. For kids in our programs it may be enjoyment from the social aspects, the physical exercise, the self-challenge and achievement from progress.

Loving what we do makes the good times better and the tough times worth it.

#### 1.2.2 Life Skills

We believe that Gymnastics is the best sport for learning those fundamental life skills that help kids be successful through life.

From an early age this may be as simple as independence and participation, learning to listen and follow instructions.

As kids mature, concentration, commitment, effort and goal setting techniques are developed. There are many studies on the higher than average success rates of gymnasts in school and in their future careers.

## 1.2.3 Growth Mindset

Having a growth mindset encourages learning and effort. We believe in growing and teaching a growth mindset. The hallmark of a growth mindset is the passion for sticking with it, especially when things are not going well. Stretch yourself, take on challenges – who cares if you fail! It is all learning!

At the end of the day, the real gold medal is the difference we make step by step to grow to be the best we can be.

## 1.2.4 Commitment

We believe that commitment is the Number 1 factor for success in gymnastics and life. This is reflected through perseverance, commitment to our goals, our teammates, training and self.

Our coaches are committed to our members and the delivery of the highest quality programs.

## 1.2.5 Honesty

Being honest with ourselves and others about our goals, effort and feelings. Keeping our parents and coaches informed about our goals, challenges and experiences is important for support, progress and learning.

We want to create an environment with open constructive conversations between our Gymnasts, families and coaches.

## 1.3 Club Objectives

At North West Gymnastics we pride ourselves on;

- Creating a positive, healthy physical recreation opportunities for members both competitive and non-competitive,
- Setting realistic expectations for successful performance and achievement, believing success can be presented in many ways,
- Showing professionalism in all aspects of the delivery of our sport to our members,
- Ensuring the highest level of opportunity for our athletes to reach their full potential.

## 1.4 The Benefits of Gymnastics

Gymnastics offers many physical, emotional, and intellectual benefits for growing children and adults and our club caters for most levels of age, ability, and aspiration from toddlers to adults, from beginner to competitive gymnasts.

- We believe that gymnastics is one of the best means of physical education that a person can receive.
- We believe that gymnastics is the foundation to all human movement and to other sports
- We believe that all people should expect a quality gymnastics experience that is inclusive, challenging and motivating.
- We believe that the commitment shown, and the lessons learnt through setting goals and working to achieve them delivers life-long benefits.

## 2 Membership / Affiliation

North West Gymnastics is affiliated with Gymnastics Queensland and Gymnastics Australia. Our Coaches are trained and accredited instructors (or for our Junior Coaches in the process of becoming so). All members/students are required to be registered with North West Gymnastics and Gymnastics Australia through payment of an annual registration fee.

Membership and Participation with our club requires that you are eligible for membership with Gymnastics Australia and may mean that you will need to resolve any outstanding charges with other Gymnastics Australia clubs prior to participation.

## 3 Our Programs

Students of any age and gender can experience a seamless pathway of gymnastics development across our programs both recreational and competitive.

North West Gymnastics offers programs to suit all ages and abilities.

Our under 5's programs are Fun and Educational. Mount Isa Teachers have praised us for the positive influences our classes have on the Kids in School and in settling into School.

Our recreational (Gymnastics for All) programs are designed for those kids that just want to have some fun, learn and improve their skills in a safe environment.

We pride ourselves on offering the Highest Quality Competitive program in the region with our Gymnasts performing strongly in Regional and Coastal Competitions.

Our Club is affiliated, and our Coaches are trained and accredited with Gymnastics Australia in a wide range of Gymsports including Kindergym, Gymnastics for All, Women's Artistic, Men's Artistic, Acro Gymnastics, Rhythmic, Trampoline and Tumbling to an Advanced+ level.

We also offer personal and customised training, targeted development and goal setting for athletes, dance students and more. We specialise in Women's Artistic Gymnastics, Men's Artistic Gymnastics and Acro Gymnastics.

Our Classes and Class Timetable are subject to change based on demand and circumstances.



**North West Gymnastics Class Pathways**

*Under 5's classes not running in Term 2 2020*

Under 5's	Girls Levels	Recreational ----- Boys and Girls -----	
<b>Baby Gym</b> (4 - 12 months)	<b>Girls Beginners</b> (5 years+)	<b>Ninja Foundations</b> (4.5 - 6 years)	<b>Acro Foundations and Gym Skills</b> (7 years+)
<b>Mini Movers</b> (18 months - 4 years)	<b>Girls Foundations</b> (6 - 10 years)	<b>Ninja Foundations</b> (6 - 8 years)	<b>Intermediate Acro, Tumbling and Aerials</b> (8 years+)
<b>Early Learners</b> (3.5 - 5 years)	<b>Girls Intermediate</b> (6 - 10 years)	<b>Tramp Ninja Tumbling</b> (9 years and up)	<b>Aerials and Tumbling</b> (11 years and up)
	<b>Girls Level 3</b> (8 years+ Competitive)		<b>Adults Gymnastics Open Gym</b>
	<b>Girls Level 4+</b> (10 years+ Competitive)	<b>Boys Levels 2-4</b> (Competitive - 8yrs+)	<b>Strength, Flex and Injury Prevention</b> (8 years+)
	<b>Squad and Jnr Squad</b> Competitive Program by Agreement		<b>Personal Training</b>

*Ages are indicative. We can work with you to find the ideal class.*

North West Gymnastics  
Phone: 0408 735 768  
15 Flower St, Mount Isa  
www.northwestgymnastics.com.au

Please check our website for any changes to class types. [www.northwestgymnastics.com.au](http://www.northwestgymnastics.com.au)

### 3.1 Class Timetable and Annual Calendar

Our class timetable can be found on our website:

<https://www.northwestgymnastics.com.au/portfolio/class-timetable-annual-calendar/>



Ahead of each month we determine the number of classes based on weeks accounting for Competitions, Public Holidays and other events. These days where classes are not planned are accounted for in tuition charges.

Competitions as per the Gymnastics Queensland and Gymnastics Australia Calendar are noted on our calendar however these are subject to change with GA and GQ rulings.

For more information on Competition Dates please see our [NWG Competition Season](#) Page on our Website.

## 3.2 Under 5 Programs

A movement education program for toddlers, infants, and preps. Skill learning is experiential, age based and developmental. Programs are constructed with a focus on fundamental life skills and education in addition to gymnastics.

- [Baby Gym](#) – A structured 30 minute class for babies 4 months to 1 year – Baby Gym provides your child with a strong foundation critical for their early years brain development
- [Mini Movers](#) - A structured 30 minute class for confident walkers, 1 to 4 years.
- [Early Learners](#) - A structured 45 minute independent, introductory class for kids 3 to 5 years.

## 3.3 Gymnastics for All (GfA)

Gymnastics for All is a sport for everybody.

You can develop amazing skills while getting strong and flexible in fun and challenging ways; it is a sport for life with something for all ages and all abilities. The basic skills of landing, rolling and being upside-down can be developed and enhanced to suit whatever kind of movement you love best: performing with your friends; trying a competitive Gymsport; keeping fit or taking it to a whole new freestyle level.

Our GfA (Gymnastics for All) programs include:

- [Ninja Foundations](#) - Our Ninja Foundations program is not only a great pathway into Gymnastics but also just a heap of fun. With 2 Class Options open to Boys and Girls from 4.5-6 years or 6-8 years.
- Flips and Tricks – TNT: [Tramp Ninja and Tumbling \(TNT\)](#) - A Fun and Recreational Trampoline, Ninja and Tumbling Class for kids aged 8 years and up.
- Flips and Tricks – Foundations: [Acro Foundations Gym Skills](#) - Ideal for dance students to improve their floor manoeuvres and dance specific tumbling skills. Complimentary for levels gymnastics. Incorporates other Gymnastics Apparatus including Beam and Bars.
- Flips and Tricks – Intermediate: [Intermediate Acro, Tumbling and Aerials](#) - Ideal for dance students to improve their floor manoeuvres and dance specific tumbling skills. Complimentary for levels gymnastics.

## 3.4 Non-Competitive Levels

Our Pathway to the Women's Competitive Levels is through the classes Girls Beginners -> Girls Foundations and Girls Intermediates.

These classes are great for Skill learning and fitness in a fun and safe environment. Competition attendance is optional at Levels 1-2 as kids find their feet in Gymnastics and build confidence.

Opportunities exist for in-house competitions along with regional events.

These levels are a stepping stone to competitive or further recreational programs. Kids learn fundamental safe techniques, build strength and confidence.

## 3.5 Competitive Levels

Ability based competitive skills development including the Women's National Levels 3 – 10 and depending on demand Men's Levels 2 – 6.

Competitive Gymnastics is ranked as one of if not the most challenging sport. Training requires a high level of personal motivation and commitment. Training can range from 4-20+ hours per week pending level.

An extremely rewarding sport for those willing to put in the training effort required to compete on the state or national stage. NWG members regularly qualify for and compete at the regional and state level with impressive results.

The physical conditioning (strength and flexibility) requirements at the competitive levels are significant. As such for gymnasts wishing to progress in line with the national levels program (1 level per year starting at 6yrs old) we do recommend that gymnasts train the following number of sessions per week.

- Level 1-2: 1 to 2 Classes per week (Girls Beginners, Foundations and Intermediates)
- Level 3: 3 Classes per week
- Level 4 and up: 4 - 5 Classes per week

Competitive athletes who meet our minimum recommendation on classes and show a high level of personal motivation and dedication in class may be invited to our Team or squad program. These programs offer added benefits which include, personal planning, additional training options, competition preparation training and sponsorship.

## 4 Our Coaches

Our club provides excellent coaching staff. All classes are supervised by accredited Supervisor coaches who hold a minimum qualification of Intermediate under the National Accreditation scheme and are registered with Gymnastics Australia.

Our coaches are required to keep their accreditation up to date with the latest information and safest coaching techniques and as such they attend regular updating courses (e.g. First Aid Training, Gymnastics Safety Courses, and Skill Development Workshops).

A Trainee Coach Training Program is also in place. Suitable candidates are selected into this program by the Head Coach and Club Management and are placed under the direct supervision of an accredited supervisor coach. The supervising coach is responsible for mentoring the trainee, passing on technical and management skills to prepare them for formal accreditation.

All staff and volunteers are required by law to hold a current and valid Blue Card (working with children check), issued by the Queensland Government.

On some occasions your child's regular coach may be unavailable to take their class. Whilst we do our best to keep consistency of the coaching staff, we reserve the right to make necessary changes when needed.

If you need to ask a question, give information or gain feedback about your child's participation in our programs, it is important that you do so at an appropriate time respecting both the coaches and the other gymnasts. All communication is to be with Club Management if needed prior to class.



Once classes have commenced all coaches are required to supervise their gymnasts and are not available to speak to parents. We strongly encourage parents to email us to arrange an appointment with your child's Head Coach. This way careful consideration and thought can be given to the topic to be discussed and can be held uninterrupted and with privacy. Many of our coaches, coach multiple classes of an evening and whilst they may be available for short periods between classes please be respectful of the fact that they need to prepare for the following classes.

## 5 Attending Classes

### 5.1 Training Attire and what to bring

Gymnasts should wear comfortable, close fitting clothing during gymnastics classes as listed below.

#### 5.1.1 All Participants

- For safety reasons students should not wear clothing with denim, hoods, buttons, zips or belts.
- No bobby pins are to be worn on the training floor. Snap metal and plastic clips are permissible.
- Dresses and skirts are not permitted to be worn in classes.
- Please note that the gym can get quite warm in summer and cold in winter.
- Rings, Anklets, Necklaces, Watches (or similar) or any loose jewellery are not permitted in class as these pose a hazard to the participants and equipment. (medical bracelets accepted)
- Please label all clothing and remind your child to collect all belongings before leaving the gym.
- Hair must be tidy and presentable at all times, with long hair securely tied back.
- Please bring a large water bottle to class. Ideally 1 litre or more in size.

#### 5.1.2 Under 5's

- T-Shirts, Singlets and Tights or Shorts are fine. Please make sure no Zippers or Buckles as these will cause damage to equipment.

#### 5.1.3 Recreational Programs

- Should wear comfortable, close fitting clothing during classes as listed below.
- Girls: Any leotard, crop or singlet and sports shorts or tights.
- Boys: T-Shirt (not loose fitting) and shorts or skins/bike pants.
- For safety reasons students should not wear clothing with denim, hoods, buttons, zips or belts.

We have a selection of second-hand clothing available for purchase at the gym or on our Facebook Page: <https://www.facebook.com/groups/NWGGymWear/>.

We also have a very talented mummy at the club that makes custom leotards and training gear. Please check out her Facebook page Pollyanna Activewear at: [www.facebook.com/PollyannaHandmade/](http://www.facebook.com/PollyannaHandmade/)

You can find current gym and training wear stock on our [Parent Portal -> Club Store](#).

Periodically we will place orders for North West Gymnastics Training Leotards. Please contact us if interested. You can find more information and the sizing guide on our [Club Wear page](#) on our website.

## 5.1.4 Competitive Programs

Gymnasts in our competitive programs should wear;

- Girls: Leotards, Crop sets with bike pants or sports shorts are required for all training sessions. Leotard and bummers are preferred.
- Competitive gymnasts must bring their own water bottle, socks, any strapping tape required, hand guards/grips, wrist bands, bar loops (where advised) and any other items as recommended by their coach. A dedicated space will be made available for them to store their items during and between classes at the gym.

## 5.2 Drop off and Pick Up

Gymnasts should arrive at classes 10 minutes ahead of their start times. Parents please either escort your child into or wait to observe their entry into the Gym. Please do not drop and run as we have experienced cases where this has happened on days where the gym was closed.

Children who are waiting for their class to commence or are waiting to be picked up must remain inside the venue.

Children under the age of 10 must be escorted and picked up from inside the gym. No Child under the age of 10 is to be expected to cross the road on their own.

Children must be supervised by parents or guardians prior to the commencement and at the conclusion of their class.

Unruly, disruptive and dangerous behaviour in the reception or parents viewing area will not be tolerated and may result in forfeit of fees and membership.

Drop offs more than 10 minutes prior to a class are not recommended and if necessary permission must be sought from club management. If children are dropped off and/or left unattended for more than 10 minutes either side of classes additional fees may result for supervision of your child by club personnel. If for any reason unforeseen circumstances arise and you are running late to pick up your child, please call or message the office on Phone: 0408 025 148 so we are aware of the situation.

Siblings of children attending classes are not to be dropped off and left unattended to observe the classes. Siblings and young children in the company of adult spectators are not to be left unattended to roam the viewing areas and must be within the control of Parents or Guardians at all times. Our Coaches are on the floor to supervise and coach classes and not supervise children outside the gymnastics activities. Viewing privileges may be removed and you asked to leave if siblings present a distraction to our coaches or staff.

If another person other than a parent is to collect your child from the gym please provide club management with prior notice and ensure children are made aware of pick up arrangements and who is picking them up.

## 5.3 Punctuality and Absences

Gymnasts who arrive late are to be accompanied by their parent or guardian and make contact with the Supervising Coach or Club Administrator. Please do not open the gates or doors to the gym areas and let your children in if you are late. Parents who "Drop and Run" late Gymnasts must understand that their child will not be able to participate.

Late gymnasts may be asked to wait by the Supervisor Coach until the class is at an appropriate point for their commencement. In some instances, this may also mean that your child will be refused entry to class on that day due to missing all or part of the warm-up. Gymnasts should arrive 5-10 minutes ahead of classes and be ready for the class start time.

If you know ahead of time that your child will be absent from class, please advise Club Management by submitting an absence via the [Parent Portal](#). We understand that there may be absences due to illness, injury, school commitments or holidays. Please refer to section 6.7 for further information on missed classes.

## 6 Enrolment and Payment

### 6.1 Enrolment

All enrolments for North West Gymnastics are taken via our Parent Portal at:

<https://app.iclasspro.com/portal/northwestgymnastics/>

Any child participating in activities being offered by North West Gymnastics must be registered as a student in the Parent Portal under the account of their direct parent or their legal guardian prior to attending/participating in any activity.

The enrolment process of nominating for classes and our subsequent class confirmation forms an agreement between you and North West Gymnastics. North West Gymnastics reserves a place in a class for the confirmed participant in exchange for the fees outlined in the enrolment email.

Enrolments in a class is ongoing until you advise us with 2 weeks notice that you wish to drop via the Parent Portal. Failure to advise of a drop with 2 weeks notice will result in charges in lieu of notice.

### 6.2 Trial Classes

North West Gymnastics may offer a trial class (where there is space in classes) for new students to ensure that we find a class that suits. We work with parents, children, and coaches to ensure we are able to place children in a class that matches their age, ability and will give them the best opportunity to have fun, develop friendships and challenge themselves. As safety is our priority trial classes will only be offered when there is sufficient space in a class.

Trial Classes are charged at the normal rate for the class as a one-off class.

Please note that requesting a trial does not secure a place in the class in which you are trialling. Likewise, trial class offers are subject to cancellation should a class fill ahead of the trial.

All trial class requests are to be made via our Parent Portal:  
<https://app.iclasspro.com/portal/northwestgymnastics/>

To secure a place in a class, an enrolment is required along with tuition fees and annual membership fees being up to date.

### 6.3 Membership / Anniversary Fees

Membership (anniversary) with our club is valid for 12 months from the date on which you join to give those joining us late in the year better value. Please note that if you move to another club you will need to renew your Gymnastics Australia Membership at the start of the next calendar year.

Our Annual Student Membership / Anniversary fee structure is;

- \$50 for Under 5's programs including Jungle Gym, Mini Movers and Early Learners,
- \$70 for Recreational Gymnastics programs including Girls Beginners, Foundations and Intermediate. Acro, Tumbling, Flips and Tricks Programs, Ninja, Boys, Strength and Flexibility and Adults or Open Gym.
- \$90 for Girls Competitive Levels.

Enrolments through our Parent Portal will nominally see a \$50 default Annual Membership (Anniversary) Charge. Where required this will be adjusted later if the Program or Class you have enrolled in has a higher membership fee.

## 6.4 Tuition Fees

Conducting a gymnastics program is expensive due to low gymnast to coach ratios, facility costs (rent and power), coach and club accreditations, insurance and a high capital cost for equipment. As such, fees must reflect these obligations to ensure the program’s continuation. Our fees consist of Annual Student Membership and Class Tuition Fees. Tuition fees offer great value compared to the hourly rate of many other intensive sports. Hourly rates for attendance decrease as contact hours increase. This is done to support the significant training hours required for competitive gymnastics.

Class operating dates typically align with the school terms which may range from 9-11 weeks. Classes are invoiced monthly based on the number of classes with consideration to public holidays, closures, and events. Students starting part way through a month are charged on a pro rata basis for the remaining weeks/classes in the month.

Fees are managed through our Parent Portal and are due in advance on the 15<sup>th</sup> of the month for the following months classes.

Our website and Parent Portal contains the latest class pricing.

North West Gymnastics Class Pricing	Under 5's	Girls Levels	----- Recreational Boys and Girls -----		
	<b>Baby Gym</b> (4 - 12 months): 30 minutes \$11.50 per class	<b>Girls Beginners</b> (5 years+): 50 minutes \$18.25 per class	<b>Ninja Foundations</b> (4 - 6 years): 50 minutes \$18.25 per class	<b>Strength, Flex and Injury Prevention</b> (8 years+): 50 mins \$18.28 per class	
	<b>Mini Movers</b> (Walking - 4 years): 30 minutes \$11.50 per class	<b>Girls Foundations</b> (6 - 10 years): 70 minutes \$25 per class	<b>Ninja Foundations</b> (6 - 8 years): 50 minutes \$18.25 per class	<b>Personal Training</b> 1 person x 1 hr \$45 2 people x 1 hr \$60 1 person x ½ hour \$30	
	<b>Early Learners</b> (3.5 - 5 years): 45 minutes \$17.25 per class	<b>Girls Intermediate</b> (6 - 10 years): 1.5 hrs \$31.85 per class	<b>Flips and Tricks - Foundations</b> (7 years+): 70 minutes \$25 per class		
<b>Anniversary Charges</b> Annual Student Membership Fees Under 5's: \$50 Recreational: \$70 Girls Levels: \$70 Competitive Level 3+: \$90	<b>Girls Level 3+</b> (8 years+ Competitive): 2.0 hrs \$40.95 per class 2.5 - 3 hrs \$50 - \$59 per class *Discounts available for competitive attendance	<b>Flips and Tricks - Tramp Ninja Tumbling</b> (8 years+): 1.25 hrs \$26.75 per class			
		<b>Flips and Tricks - Intermediate / Advanced</b> (9 years+): 1.5 hrs \$31.85 per class			

*Please note that pricing stated is for a single student enrolled in a single class.  
 Class costs reduce for families and students attending multiple class.  
 Enrolments are on an ongoing basis until you elect to change classes or drop.  
 Students can withdraw/drop from classes at any time with 2 weeks notice.*

  
 North West Gymnastics  
 Phone: 0408 735 768  
 15 Flower St, Mount Isa  
 www.northwestgymnastics.com.au

## 6.5 Rebooking / Re-Enrolment Information

Rebooking or Re-Enrolment in classes occurs automatically each term. Please advise us at least 2 weeks prior to class commencement or with 2 weeks notice if you wish to make any changes.

## 6.6 Payment of Fees

The process of enrolling in classes forms an agreement between you and North West Gymnastics. North West Gymnastics reserves a place in a class for the confirmed participant in exchange for the fees outlined in your account summary in our Parent Portal.

Fees are to be paid prior to participation in classes and then ongoing monthly on the 15<sup>th</sup> of each month for the following month.

Payment methods via our Parent Portal include Direct Debit and Credit Card (Visa, Master card and AMEX).

Credit card transaction fees (Visa and Mastercard attract a 1.87% surcharge. AMEX cards will attract a 3.85%) will be on charged to families. If transactions are rejected due to any reason (eg. invalid credit card number, expired credit card, insufficient funds, stolen status etc.) accounts will incur a \$0.33 rejected transaction fee for each instance

Direct Debit incurs no additional charges however a Failed Transaction fee of \$5.50 will apply if the account is incorrect or there are insufficient funds in the account.

Late payment of Fees will attract a maximum of a \$20 late fee.

Annual Membership (Anniversary) must be paid ahead of participating in classes with the exception of your first Trial Class.

Membership is non-refundable as it covers your membership and insurance through Gymnastics Australia which is non-refundable. See Section 2 of our Club Handbook.

Refunds on fees paid ahead for classes are available with consideration to the 2 week notification to cease/drop. Refunds incur the same credit card surcharge as noted for the payment of fees and these will be deducted from any amount refunded.

In the event that payments are not received in accordance with our payment terms the following will occur:

- If there is no attendance on the first week/first class and no fees have been paid, your booking may be cancelled, and your position opened up to others. Your unpaid fees will remain on your account until resolved with the club as you have taken a place in the class for the period.
- Gymnasts will not be permitted to continue training until payment or agreed payment plan amounts have been received in full.
- Any unpaid fees may be sent to a third party debt collection and the account will be charged a \$100 administration fee.

Any outstanding fees will need to be paid in full to the club prior to any transfer request to another club being approved. This in accordance with the gymnast transfer policy of Gymnastics Australia. Note this policy is not bound by time and fees owing from prior years will impact your ability to participate at other Clubs in the future.

## 6.7 Missing Classes

If a student misses a class, leaves early or arrives late, this does not entitle you to a discount or refund of fees. Likewise, no discount is given when a family takes holidays during regular training. Your fees pay for a position in a class and the cost to the club remains the same whether you attend or not.

Make-up classes can be requested however these are limited to 2 per month and can only be redeemed via a token if there is available space in an equivalent and suitable class.

To receive a makeup token a minimum of 24 hours prior notice is required ahead of missing a class. Makeup tokens do not apply for missed makeup classes.

All Make up class requests need to be submitted via our [Parent Portal](#). Makeup tokens have a 30 day expiry. Participants utilising make up class tokens are required to have an active enrolment. Once a makeup token is used to book a makeup class this booking cannot be rescheduled.



## 6.8 Altered training hours due to sickness or injury

In the case of a gymnast requiring adjusted training hours due to a training injury, a new gymnast beginning on reduced hours or other circumstances where the head coach has set reduced hours for the gymnast, a pro rata adjustment will be made to your account to reflect the reduced hours.

A medical clearance certificate may be requested by the club ahead of allowing return.

## 6.9 Drop or Cease at your Request

Following us confirming your place in a class, should you decide not to continue, advice must be provided via a drop request in our Parent Portal. This request must be submitted with a minimum of two (2) weeks prior notice. Your account will be settled on a pro-rate basis less a \$20 administration fee. Full fees will be applicable if the above process is not followed.

## 6.10 Public Holidays and Gym Closures

North West Gymnastics gym closures are highlighted in our calendar. The gym is normally closed on Public holidays. These closures are planned ahead of each month as indicated on our calendar and fees exclude these days as indicated on invoices.

## 6.11 Cancelled Classes

In the event that a class needs to be cancelled we will contact you via email, phone or SMS at the earliest opportunity to advise of the cancellation. If a class is cancelled and a make-up class cannot be arranged a class credit will be issued.

## 6.12 Entry Fees for Competitions and Events

Away competition fees vary between events and pending sponsorship. North West Gymnastics often runs inhouse competitions at a significantly discounted price. Competition fees are predominantly determined by the club coordinating the event with an allowance to cover coach attendance at the event.

## 6.13 Event Refund Policy

Once nominations for events have been submitted to the event organiser (for example for Gymnastics Queensland Competitions), refunds are generally only applicable where a medical certificate can be provided less an administration fees applicable.

## 6.14 Holiday Classes and Camps

North West Gymnastics may from time to time run Holiday Programs, Classes or Camps.

These are a great way to try out our programs.

Please note that Holiday Classes and Camps do not form an extension, replacement or make-up option for regular classes and operate as a completely separate offering to normal class programs.

Holiday Classes and Camps are not refundable or replaceable should you make a commitment to a class and not attend.

## 6.15 Regional Week on Week off Classes

Given our regional location, NWG loves to offer our families from nearby stations and towns, who have to travel long distances to attend classes, the option for week on week off attendance.

Where offered these programs run on set dates and coaches are arranged specifically for these. This means that make-ups outside these dates or switching classes generally isn't an option. Please contact us directly for more information on these programs.



Please note these are not offered for Mount Isa families.

## 7 Competition Information

For more information please see our [NWG Competition Information Pack](#) and [Competition Season](#) Pages on our website.

Gymnastics while not only being the ABC of all sports is also a very much a competitive sport of its own with opportunity for Athletes to compete against each other and their best and display their routines and skills in a supportive environment.

There are many options for competitions across the gym sports. At NWG we are focussed on the Girls Competitive pathway (WAG - Women's Artistic Gymnastics).

The Girls Competitive Levels are Introductory (Levels 1-2 our Girls Beginners, Foundations and Intermediates), Junior (Levels 3-6), and Senior (Levels 7-10)

**Levels 1-2** are the introductory levels and the girls are awarded ribbons on how they perform their skills on each apparatus. Skills are judged normally in a connected routine however the focus is on the skill performance and not the routine.

**Levels 3-6** are where the girls begin to demonstrate nominated skills in a prescribed/compulsory routine and are scored not only on skills but their routines and performance. They are awarded a score out of 10 from which marks are deducted for every error. Gymnastics is a sport judged on skill execution and bent knees, feet, legs, arms, incorrect positions all receive a deduction from the 10 point start score.

**Levels 7 and up** are our Senior Levels and the girls create their own routine with skills of varied difficulty. Deductions apply for execution and additional points are awarded for more difficult skills.

Competitions Attendance is open for Girls in our Beginners, Foundations, Intermediate and Competitive Levels programs. As an indication, we have had girls as young as 4 compete in Level 1.

You can find our annual competition calendar here:

<https://www.northwestgymnastics.com.au/nwg-competition-season-details/>

### **Gymnastics Competitions are a fantastic opportunity for kids to:**

1. Solidify their skills into a routine, Learn and understand the connection between skills which will benefit them in high levels.
2. Start to learn and perfect performance elements.
3. Build confidence performing in front of an audience.
4. Gain feedback on their performance and better their best.
5. Qualify for state level representation at Level 4 and above.
6. Observe the performance of other clubs and gymnasts

Competition attendance is highly recommended for all levels. Gymnastics is a tough sport and competitions provide a great internal motivator for the kids.

### **7.1 What happens at a Competition?**

- Gymnasts meet as a group prior to warmup and enter the floor together.

- They walk on and as a group start warmup which is typically 10-20 minutes depending on level.
- A March on an opening presentation occurs on the main floor where the clubs are introduced and the gymnast present/salute and then move to their first apparatus rotation (**Vault, Bars Beam and Floor**). The gymnast move between the apparatus in groups – normally 4 groups of 8 athletes.
- Gymnasts undertake a quick warmup at each of the apparatus and then compete their routines/skills.
- The gymnasts skills and routines are judged and depending on level are either awarded a ribbon or a score. Scores are flashed on boards or digitally to the audience. Gymnasts then move to their next rotation.
- At the end of the competition gymnasts again march to the main floor for presentations and awards. Medals are typically given for the top places across the 4 apparatus and for the overall highest score.

## 7.2 Competition Travel and Accommodation

Where possible we look for sponsorship for our Gym Families to attend away competitions. There is no guarantee of this and we appreciate any involvement in our not for profit our committee who help support these events.

Travel and accommodation is at the expense of parents. On occasion we will be able to arrange group discounts however this is not always the case.

We know gymnastics is expensive and the competitive pathway for us as a regional club is even more so with travel. Please consider being part of our committee who makes an amazing difference to the cost of attending these away competitions. Please contact us if you wish to be part of our committee.

## 7.3 Competitions - What to Wear and Bring

- Competitions are performed in the club competition leotard as specified by the club for each level.
- Hair should be neat and tied up so as not to interfere with skills. See our guide on competition hair.
- A water bottle
- A small back pack. NWG offer small competition back packs.
- Something to snack on during rotations. A small number of lollies or muesli bar etc.
- Any strapping, hand grips/guards that the girls may use in training
- Extra Hair ties.
- The nominated club polo to wear before and after competition and between performances.
- In winter – a tracksuit to wear before and after the competition.

## 7.4 Competition Uniform Requirements

Our club uniform is compulsory for gymnasts who compete at away competitions for the club.

Information on our [Competition Leotards and Attire](#) can be found on our website

You can find current gym and training wear stock on our [Parent Portal -> Club Store](#).

For Girls, please note that all team members within a given level are required to wear the same leotard to an event.

Leotard designs do vary between levels so please check with us which leotard is required ahead of purchasing.

Club Management will place bulk orders in the leadup to competition season with order forms available from the office or our website. Should you order an incorrect size you will still be required to purchase the item. Please allow approximately 7 weeks for delivery of uniforms.

## 8 General Information

### 8.1 Gift Vouchers

Gift Vouchers can be purchased from our [Parent Portal -> Gift Vouchers](#).

Vouchers can be redeemed for classes, membership or merchandise/training wear. Please note: Vouchers expire after 12 months if unused, are not transferable between families and are not redeemable for cash.

### 8.2 Social Media

Please check with Club Management prior to posting any images or videos of our classes on Social Media. Please do not post media that contains coaches or gymnasts who are not in your direct care without express permission of those in the photo or video, their parents or guardians.

### 8.3 Spotting of Gymnasts

Spotting is the physical assistance or correction of a skill through the use of the coach's hands or specialised equipment. It is an important part of skill development and assisting the athletes to feel the movement and specific shapes required in a skill and to ensure that they are safe as they initially practice the movement patterns. It is important that Parents are aware that coaches may physically assist participants in the performance of skills from time to time.

### 8.4 Notification of Changes to Medical and Contact Information

It is the responsibility of the Parent or Guardian to maintain up to date contact information on our Parent Portal.

### 8.5 Medical Clearance, Injury Management and Insurance

In Gymnastics like any other sport there is always the risk of injury.

Medical clearance from a medical professional may be requested ahead of returning to classes where an injury or illness has occurred or has been noted as a reason for absence.

North West Gymnastics recommend Total Physio Isa for any physiotherapy assessments or treatments. Should you attend a physio please advise them your consent to us contacting them for information about rehabilitation for your child.

In any case we may request this information on return from an absence so it is always wise to have a written rehabilitation plan including appropriate exercises for your own benefit.

If strapping is required this must be done before class and not left as an expectation for coaches during class except via prior agreement.

If your child has injured themselves prior to class it is advised not to send them to class without a discussion with club management at least 24 hours prior. Last minute notification or absence of notification of injury does not provide sufficient notice to amend or modify class activities for your child's participation, safety and our duty of care. North West Gymnastics reserves the right to refuse entry into class if your child is injured or sick. Any child with a fever should not participate in any physical or sporting activity.

If a gymnast becomes injured during training the Supervisor Coach must be notified immediately.

Should your child be injured during classes we will contact you directly. Please consult with us immediately as there is a requirement for reporting should you need to access insurance. All claims must be submitted to Marsh Insurance within 120 days of the event.

Claims can be made via the Marsh Advantage website at: <https://www.marshadvantage.com.au/partner-group/gymnastics/claims.html>

## **8.6 Viewing of Classes**

North West Gymnastics welcomes and offers the luxury to parents to any of our classes wherever possible. We do ask however you refrain from interaction with your child during classes. We also ask that you refrain from taking videos or photographs without the express permission of Club Management.

Note viewing may be limited from time to time in line with any Queensland Health directions.

## **8.7 Lost Property**

Lost property is kept in the foyer of the gym. Periodically the club will clear lost property.

## **8.8 Behaviour**

At North West Gymnastics we focus on effort and not just the outcome or results. Principles of Growth Mindset are infused in our classes as we work with gymnasts.

The Head Coach and Club Management reserve the right to deny participation in classes when appropriate. This includes sitting a child aside in class if their behaviour is deemed to be unsafe. Rudeness, unsafe behaviour and blatant disregard for the rules of the gym will not be tolerated.

## **8.9 Alcohol Policy**

North West Gymnastics has an Alcohol free Policy associated with our normal operations and events especially where Juniors are concerned.

Alcohol may be permitted during instances where the venue has been hired for sole use outside of normal operations and Sanctioned Gymnastics events.

North West Gymnastics refrains from the inclusion of Alcohol in prizes, awards or gifts to members.

## **8.10 Smoke Free Policy**

North West Gymnastics is a Smoke Free Area and we expect our members to comply with Queensland Laws associated with Proximity of smoking to our venue and entrance ways.

## 9 NORTH WEST GYMNASTICS CODES OF BEHAVIOUR

### 9.1 Rules of the Gymnasium

1. No food to be eaten in the gym. Food to be consumed at the tables in the viewing area only.
2. No Shoes are to be worn in the training area. All shoes and belongings are to be placed against the wall and bags placed on hooks provided.
3. Do not climb on the fence. Parents please supervise your children and do not allow them to climb on, under or through the fence into the training areas.
4. Close the gates and doors – There are young children in and around the facility.
5. Please do not leave young children unattended before or after class
6. Running or horseplay in waiting and viewing areas is not permitted
7. Admission to the training areas and use of equipment is strictly forbidden unless under the direct supervision of a gymnastics coach.
8. Please be polite to coaches, staff, other gymnasts, and not disrupt their class or other classes.
9. Students are expected to be punctual for class ideally arriving 10 minutes early to ensure they are ready with a full water bottle and refreshed. If late, the Supervisor Coach or Club Manager is to be advised of the reason. The Supervisor Coach will determine a suitable time for the gymnast to proceed to warm up before commencing activities.
10. Students should not run in the gym training areas unless at the request of a coach. Eg. Tumbling, or Vaulting.
11. No horse play shall be permitted or tolerated at North West Gymnastics facilities or at any event or venue at which the club is being represented.
12. Aggressive behaviour or bullying of any sort will not be tolerated
13. Students should never use equipment found to be faulty. The coach should be notified immediately.
14. For Safety reasons, no jewellery, watches, “fitbits” or dummies are allowed inside the gymnastics training area.
15. Students should never perform or attempt to perform a skill they have not been taught by a coach of North West Gymnastics.
16. Any accident or injury, no matter how minor, must be reported to Club Management Immediately.
17. All gymnasts under the age of eight (8) must be dropped off and picked up inside the gymnasium. Please be at least five (5) minutes early to drop off and on time for pick up.
18. Gymnasts must wait inside the North West Gymnastics facility for their guardian and not outside on the ramp or the in the carpark
19. It is forbidden to play in the carpark or any area around the building

## 9.2 Code of Behaviour for Gymnasts

1. No Jewellery, watches, “fitbits” or loose clothing to be worn during training.
2. Be punctual to class. Gymnasts should arrive at least five (5) minutes before the start of their lesson and be ready to commence their lesson, refreshed and with a full water bottle.
3. Gymnasts must not enter training area without prior permission from their coach or the coach in charge.
4. Gymnasts must ask permission from their coach to leave the training area and advise them of leave to go to the bathroom.
5. Do not use equipment without the permission of a coach.
6. Respect our equipment and facility. Never break or pick foam or intentionally destroy or damage any equipment. Never write on or rub off the chalkboards or whiteboards these are for the use of coaches only.
7. Co-operate with and respect your team mates, opponents and coach.
8. Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program requirements
9. Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
10. Gymnasts shall not participate in or tolerate acts of aggression or bullying, physical or verbal. Report any concerns to you coach.
11. If no one is present to pick you up after class, sit and wait inside in the designated viewing area quietly. If they are more than 10 minutes later than expected, notify the manager on duty so they can call somebody for you. You are not permitted to wait outside the gym to be picked up this is for your safety.



## 9.3 Code of Behaviour for Parents, Guardians and Spectators.

1. Remember that your child participates in sport for their own enjoyment, not yours. Focus on your child's efforts and performance rather than winning or losing.
2. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background, or religion.
3. Allow fellow parents the respect they deserve in viewing or involvement in their child's participation.
4. Demonstrate a high degree of individual responsibility especially when dealing with or being in the vicinity of persons under the age of 18, as your words and actions are an example.
5. Respect officials' decisions and teach children to do likewise.
6. Do not physically, or verbally abuse or harass anyone associated with the sport i.e. participant, volunteer, coach, judge etc
7. Photography or videos are not permitted during normal training times unless prior approval is given from Club Management.
8. Avoid discussion or criticism about coaches, judges, staff, other gymnasts, parents or North West Gymnastics, programs or the Club – particularly in front of gymnasts or parents. This can be a source of misinformation. Any such behaviour will not be tolerated and may result in membership with North West Gymnastics being revoked. Support the staff and officials in their enforcement of the rules and their coaching techniques. If you have any concerns please make an appointment to discuss or raise these with Club Management.
9. Parents/Guardians must not bring their child/children to gymnastics if they are ill, injured, sick or contagious.
10. All gymnasts under the age of eight (8) must be dropped off and picked up inside the gymnasium. Please be five (5) minutes early to drop off, and on time for pick up. The pick up and drop off area at the base of the facility entrance is the only area that parents will be permitted to drop off and pick up their children. Children are to be accompanied at all times by a parent or guardian crossing roads and travelling from the car park to the gym entrance.
11. Close the gates and doors as you pass through entrances. There are many young children about.
12. Please drive and park your vehicle safely. Following our parking signs and notices.
13. It is your responsibility to supervise your children that are not participating in classes. Please ensure they follow the gym rules e.g. do not climb the fence, climb through the fence or enter the gym training area. A small play area has been set up for younger siblings to play at, but it is your responsibility to supervise, occupy and clean up after your children. Failure to do so and repeat offenders can and will be asked to leave the gym.
14. Report any injuries to yourself or your children while in the venue immediately. Please be aware that failure to report an injury or incident may void any claim wish to make towards insurance.
15. Please do not interact with Gymnasts during their training. If you are distracting gymnasts, you may be asked to leave the premises.
16. Parents/Guardians are not permitted to enter the training areas at any time unless requested to do so by a coach.
17. For any coaching questions or concerns please speak directly with the Club Manager or request a meeting. Our junior coaches are not to be approached by parents/guardians on coaching related matters.

## 10 NORTH WEST GYMNASTICS PARTICIPATION WAIVER

By participating in classes you agree to the following terms:

1. Participation in the activities offered by North West Gymnastics and other providers within our venue at 13-15 Flower Street Mount Isa ('the Recreational Activities') supplied by North West Gymnastics or others ('Service Provider') involves significant risks, including the risk of personal injury and death. Particular risks include, but are not limited to sprains, strains, broken bones, permanent paralysis or death.
2. Before you participate in the Recreational Activities, you should ensure that you are aware of, and properly understand, all of the risks involved in the Recreational Activities, and that those risks will include any particular risks associated with any health condition or pre-existing disability from which you suffer.
3. By agreeing to these terms or by participating in classes, you acknowledge, agree and understand that you engage or participate in the Recreational Activities voluntarily and at your own risk in full knowledge of the Risks generally and Particular risks described above.
4. By agreeing to these terms or by your dependants participating in classes, as a parent, guardian or responsible person performing parenting responsibilities, you acknowledge and agree that you have explained to the participant that the Recreational Activities provided by the Service Provider may involve risks generally; and the Particular risks described above.
5. By agreeing to these terms or by participating in classes, you also acknowledge, agree and understand that the risk warning above constitutes a formal 'risk warning' for the purposes of the relevant legislation, including for the purpose of Section 13 - 19 of the Civil Liability Act 2003 (QLD).
6. Section 139A of Competition and Consumer Act, 2010 (Cth) permits the Service Provider of the Recreational Activities and associated services to ask you to agree that the statutory guarantees under the Australian Consumer Law (Cth) do not apply to you (or a person for whom or on whose behalf you are acquiring the services to engage in the Recreational Activities).
7. By agreeing to these terms or by participating in classes, you acknowledge, agree and understand that, to the full extent permitted by law (including section 139A of the Competition and Consumer Act 2010 (Cth)):
  - 7.1. Your rights (or the rights of a person for whom or on whose behalf you are acquiring the services) to sue the Service Provider, its servant and agents, in relation to the Recreational Activities if the Recreational Activities or associated services were not provided to you in accordance with any express or implied warranty or guarantee that the services will be provided with reasonable care and skill, are excluded, restricted or modified as set out below; and
  - 7.2. You (or the person for whom or on whose behalf you are acquiring the services) release the Service Provider, its servant and agents, from all liability for a failure to comply with any express or implied warranty or guarantee that the services will be provided with reasonable care and skill.
8. By agreeing to these terms or by participating in classes, you acknowledge, agree and understand that, to the full extent permitted by law, the liability of the Service Provider in relation to recreational services and activities (as that term is defined in the Australian Consumer Law (Cth) and any similar state laws) for any:
  - 8.1. death;
  - 8.2. physical or mental injury (including the aggravation, acceleration or recurrence of such an injury);
  - 8.3. the contraction, aggravation or acceleration of a disease;
  - 8.4. the coming into existence, the aggravation, acceleration or recurrence of any other condition, circumstance, occurrence, activity, form of behaviour, course of conduct or state of affairs:
    - (i) that is or may be harmful or disadvantageous to you or the community;
    - (ii) that may result in harm or disadvantage to you or the community;
    - (iii) that may be suffered by you (or a person for whom or on whose behalf you are acquiring the services) resulting from the supply of recreational services or recreational activities is excluded.
9. By agreeing to these terms or by participating in classes, to the full extent permitted by law, you (or the person for whom or on whose behalf you are acquiring the services) agree to waive and/or release the Service Provider, its servants and agents, from any claim, right or cause of action which you or your heirs, successors, executors, administrators, agents and assigns might otherwise have against the Service Provider, its servant and agents, for or arising out of your death or physical or mental injury, disease, loss and damage, or economic loss of any description whatsoever which you may suffer or sustain in the course of or consequential upon or incidental to your participation in the Recreational Activities, whether caused by the negligence of the Service Provider, its servant and agents, or otherwise.
10. By agreeing to these terms or by participating in classes, you acknowledge, agree and understand that:
  - 10.1. The Service Provider will permit you to participate in the Recreational Activities, and provide you with the associated services, in part in consideration of you participating in classes
  - 10.2. The Service Provider may rely on this document in any proceedings commenced in any Court by me or by my heirs, executors and assigns;
  - 10.3. The laws of Queensland govern this document.
11. You do not have to agree to exclude, restrict or modify or waive your rights against, or release, the Service Provider, its servants and agents, from any claims by accepting these terms, however the Service Provider may refuse to allow you to participate in the Recreational Activities, or to provide you with the associated services, if you do not agree to exclude, restrict, modify or waive your rights against, or release, the Service Provider, its servants and agents, by accepting these terms. Even if you accept the terms outlined, you may still have further legal rights. Should you not agree to these terms you must notify North West Gymnastics in writing prior to participation in the Recreational Activities.
12. By agreeing to these terms or by participating in classes and whether your use of the facility and it's services is determined and paid on an annual, monthly, term program, weekly or casual basis you agree that the waivers and releases contained in this document apply for every visit you make to the Service Provider until such time as you withdraw or modify your consent in writing.
13. I give permission for my child to receive medical/ambulance assistance in case of injury or emergency and agree to pay such costs incurred.