



START OF TERM INFORMATION TERM 2, 2020

Welcome to a new term at Christchurch School of Gymnastics

Did you know that gymnastics is the basis of all sport? Strength, balance, power, flexibility, speed – we have it all!

<u>TERM 2, 2020</u>	<u>Start Date</u>	<u>Finish Date</u>	<u>No Classes</u>	<u>No of weeks</u>
Monday Classes	25th May	29th June	1 st June – Queens Birthday	5
Tuesday Classes	26 th May	30 th June		6
Wednesday Classes	27 th May	1 st July		6
Thursday Classes	28 th May	2 nd July		6
Friday Classes	29 th May	3 rd July		6
Saturday Classes	23 rd May	4 th July		7
Sunday Classes	24 th May	5 th July		7

WELCOME

Welcome back to all our current members and a big welcome to those who are new. COVID-19 has had a huge impact on us all in different ways, and no doubt will continue to have an effect for many months to come. Here at CSG whilst we have taken a very big financial hit, we are here and ready to get back to delivering the gymnastics that we love, and are proud of. Thank you for showing your support by enrolling for the remainder of term 2.

Our coaches have been working incredibly hard to re-write lesson plans and adapt equipment to ensure we can provide fun, progressive and safe gymnastics at Alert Level 2. We will outline below some of the key changes you will see at CSG to ensure we are complying with strict MoH guidelines. We have been working directly with Sport New Zealand, Gymnastics New Zealand and other clubs around the country to discuss best practice and innovative ways to deliver dynamic gymnastics in these times. Our aim is to help bring some normalcy back to our members and their families and strive to provide a safe and welcoming environment for all.

COVID-19 SPECIAL MEASURES

Things will be done a little differently under Alert level 2, you might remember some of these measures from the end of Term 1. We have also made additional changes based on updated guidelines and in-house risk assessments.

- We have contact tracing procedures in place for all visitors to the gym including members, staff, delivery personnel and contractors
- CSG has a zero tolerance policy to illness. If any of our staff or members are feeling unwell, they will be asked to not come to the gym until clear.
- All staff and coaches will be rostered on to a very strict cleaning schedule. High traffic areas will be cleaned 3 times a day and gym equipment will have additional cleaning.
- Closure of Reception to avoid congestion in the foyer and providing a supervisor to direct flow, manage foyer spaces and provide support for coaches.

COVID-19 SPECIAL MEASURES CONT.

- Parents are required to drop off and collect from outside the gym (except parented pre-school classes). A member of staff will be available to supervise and assist.
- Offering additional entrance and egress areas to separate out classes with pathways clearly signposted and a supervisor directing.
- Rolls will be taken electronically by the coach supervisor, not at the front desk.
- Payment options limited to online banking and phone payments only for Term 2 to decrease face to face interaction, and the problem of cash handling.
- Merchandise will be sold online for click and collect.
- Water fountains will be out of use – **Please bring a clearly named water bottle.**
- Lots of work has been done on lesson planning to ensure our coaches can provide interesting, safe, developmental and challenging gymnastics classes.

Such as –

1. Dividing the 2,100sqm gymnasium space into quadrants that are used by only a certain programme.
2. Spacing the timing of our classes to ensure cleaning can be completed more frequently.
3. Restricting the numbers in the gym and each area. We have an 80% reduction in our overall capacity.
4. Reducing numbers in each class, as well having a smaller coach:gymnast ratio.
5. Bigger circuits to ensure members stay apart.
6. Innovative warm-ups to ensure adequate physical distancing spacing.

Please note. Foam pits will not be used as part of any gymnastics class. Foam pits are considered high risk so these will be out of use until restrictions are loosened and we deem their use safe again.

WHEN YOU ARRIVE

- 1- Please line up outside the front door keeping 2 metres apart
- 2- Wait for a coach to speak to you, they will check that your child is on the roll and that fees are paid. If you are not enrolled and/or not paid the fees in FULL, your children will be unable to participate in class.
- 3- Once your child has been directed where to go, we ask parents to return to their car and wait (except for parented Pre-School classes) until the end of class or go away and come back.
- 4- Hand sanitizer will be used on entry to the building.
- 5- Children follow a one-way system to meet their “bubble”.
- 6- Collect your child from the front door at the end of class.

FEES

Your term fee includes GST and the GSNZ Affiliation fee. Fees are non-refundable, except if notification is given at least 3 working days prior to the start of the first class – refunds attract a \$15 administration fee. **Fees are due as per invoice and must be paid in full before the start of term. Your payment confirms your place in the class.** In the past we have afforded parents some degree of flexibility with paying fees, unfortunately we are no longer able to do this. If we do not receive any payment from you, your child will not have a place in the class. There are no refunds for missed classes.

BANK DETAILS

Christchurch School of Gymnastics / Westpac Eastgate / 03 1591 0125730 00. Please add your invoice number in the format “FM-1234” as reference for bank transfers. Fees can also now be paid easily via credit card through your parent portal, but please note there is a small charge for processing payments this way. Please be aware it can take up to 48 hours to process online payments.

RE-ENROLMENT

Re-enrolments for term 3, 2020 open for current members from the 1st July 2020. This is all done online via your parent portal on our website www.chchgymnastics.com. Enrolments open to new members from 8th July, so re-enrol before this date to guarantee your space. Please do not hesitate to contact our admin team if you have any issues with re-enrolling or using your parent portal. You MUST re-enrol to secure your place, we do not reserve places, or automatically roll over our term classes.

COMMUNICATION

Our primary form of contact is via E-Mail. Please check your spam and junk boxes and add mailer@friendlymanager.com to your safe senders list so as not to miss any important information.

Christchurch School of Gymnastics has an app! We are excited about this tool to help keep parents fully informed and up to date with important events. Contacts, events, alerts, news and reporting absence are just some of the features this app has. We are using this app to get important information to you quickly. Please download it now for free from Google Play or the App Store and remember to subscribe to the relevant alerts. Please check our website www.chchgymnastics.com. Like us on Facebook to receive regular updates: <https://www.facebook.com/pages/Christchurch-School-of-Gymnastics/163321601373> or follow us on Twitter or Instagram @ChchGymnastics

LOST PROPERTY

Please make sure all of your child's belongings are labelled. We collect lost property and keep it for **2 weeks**, after that we may dispose of, donate or recycle unclaimed items.

WHAT TO WEAR

Please wear a leotard, or shorts/leggings and a t-shirt to all classes. Clothing must be snug fitting but flexible (jeans are NOT appropriate). No belts, buckles, zippers or anything that will catch on the gymnast, the coach, or the equipment. Gymnasts participate in bare feet and trampolinists must wear white socks. Long hair must be tied back. Please wear shoes to and from the gym - bare feet traipse in dirt which damages our equipment. *The extremely popular GYMNAST and TRAMPOLINE shorts are available to click and collect - \$35 a pair.* Leotards are also available at various prices, you can see what we have available on our Facebook page. Underwear must always be worn beneath leotards.

CCTV

For the safety and security of our building, its visitors and staff we operate CCTV throughout the venue. Cameras do not cover the changing rooms, so please do not leave valuables unattended in these areas.

PARKING AND VIEWING

Parking is available just outside the gym. DO NOT park in the council car park. This car park is for swimming pool users only and staying there will result in a large fee.

During Alert Level 2 parents are not permitted to sit and watch their children. Children must be dropped off at the entrance to the gym and collected there, after the class ends. Parents are asked to wait within social distancing rules.

OFFICE OPENING HOURS

For Phone and E-mail enquiries only, please contact us during these hours.

Monday 9:00am-5:00pm

Tuesday 9:00am-5:00pm

Wednesday 9:00am-5:00pm

Thursday 9:00am-5:00pm

Friday 9:00am-5:00pm

Saturday TBC

Sunday TBC

SKILLS AWARDS PROGRAMME AND TRAMPOLINE BADGE TESTING

Skills testing will not resume until we are at alert Level 1 or restrictions at Alert Level 2 are loosened accordingly.