

TERM INFORMATION TERM 1, 2023

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 1, 2023</u>	<u>Start Date</u>	<u>Finish Date</u>	<u>No Classes</u>	<u>No of weeks</u>
Monday Classes	Jan 30 th	April 3 rd	Feb 6 th	9
Tuesday Classes	Jan 31 st	April 4 th		10
Wednesday Classes	Feb 1 st	April 5 th		10
Thursday Classes	Feb 2 nd	April 6 th		10
Friday Classes	Feb 3 rd	March 31 st	April 7 th	9
Saturday Classes	Feb 4 th	April 8 th		10
Sunday Classes	Feb 5 th	April 9 th		10

PLEASE KEEP THESE TERM DATES FOR YOUR FUTURE REFERENCE

Class dates and times can also be viewed via your parent portal

TERM FEES

Your term fee includes GST and the GNZ Affiliation fee (between \$5-\$9). Term 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. If we do not receive any payment from you, your child will not be able to participate. There are no refunds for missed classes.

RE- ENROLMENT

Re-enrolments for Term 2 open for current members from March 20th. This is all done via your parent portal. Enrolments will open to new members from April 3rd. Priority enrolment **does not guarantee you a place in the same class.** Current members can choose to move classes if they wish. This means places are allocated on a first come, first served basis. Please 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 (*Except Regional Competitive and Excel*).

INTERNET BANKING

Christchurch School of Gymnastics / Westpac / 03 1591 0125730 00. Please add your invoice number in the format "FM-1234" as a reference. 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.

As members, you have access to an online portal. Here you can:

- Change contact details
- Re-enrol into classes each term
- See your invoices and account history and pay fees
- See old emails and newsletters
- Access a "Resources" area with term information, flyers, posters and much more

You should have been instructed to create your portal login on enrolment, and you can login **here**. If you're having trouble with this, please get in touch with our admin team.

WHEN YOU ARRIVE

- 1-** Please come to reception to sign in for your class
- 2-** Children and caregivers will be directed upstairs to wait by the allocated door. (Children must NOT be left unattended at this point)
Door A - Preschool, Junior Gymnastics, Advanced Junior Gymnastics
Door B - Trampoline, Tumbling, Ninja classes, Build for Boys and Regional Competitive
- 3-** Coaches will collect gymnasts from door A or B and take them to the gym floor to be sorted into their groups
- 4- *If caregivers wish to leave they can do so, only once classes have started***
- 5-** At the end of class ALL children will be sent back upstairs to be collected. Caregivers must to be upstairs, ready to collect their children before the end of the class
- 6-** Pre-School children in a parented class require at least one caregiver with them on the floor during class.



We ask parents and caregivers to supervise their children before and after classes. CSG cannot be responsible for your child outside of class times.

LOST PROPERTY

Please make sure all of your child(ren)'s belongings are named with first and last name. We collect lost property and keep it for **1 month**, after that we may dispose of, donate, or recycle unclaimed items.

PARKING

We are fortunate to have a modern, safe, and well lit carpark for our members to use. This is a shared carpark, so please note that it can become full at busy times. There is alternative parking at the pool or adjacent to the football field (follow the road past our old building)

WHAT TO WEAR

You are welcome to wear a Leotard, or shorts/leggings and a t-shirt to all classes. Clothing must be snug fitting but flexible (jeans are not appropriate). Underwear must always be worn beneath leotards. No skirts, belts, buckles, zippers or anything that will catch on the gymnast, the coach, or the equipment. Jewellery is not permitted. Gymnasts participate in bare feet and trampolinists must wear white socks. Long hair needs to be tied back. Please wear shoes (preferably slides) to and from the gym - bare feet brings in dirt which damages our equipment.

The extremely popular GYMNAST shorts are available from reception - \$39 a pair. Leotards are also available from reception at various prices, along with club hoodies, \$65 and T-Shirts, \$35.

COMMUNICATION

Email - Our primary form of contact is via e-mail. Please check your spam and junk boxes so as not to miss any important information.

Club App - Watch this space! Currently you can find CSG on ClubApps NZ but we are soon looking to switch platforms. we will keep you updated with where you can find us.

Website - Please check our website www.chchgymnastics.com. Here you can re-enrol for the new term, check out the timetable for all our classes and find the latest newsletter and other important information.

Facebook & other Social Media- "Like" and "follow" us on [Facebook](#) to receive regular updates. You can also follow us on Twitter or Instagram @ChchGymnastics.

Newsletters - Watch out for the Flipping Brilliant Club Newsletter released mid-term. This will keep you up to date on all news. It will be emailed out to all parents and hard copies will be available from the brochure carousel at reception.

GYMNASTICS SKILLS ASSESSMENT

Gymnasts in our Junior Gymnastics and Advanced Junior Gymnastics classes will be assessed in **week 7** of Terms 1, 2 and 3, under our Skills Award Programme. This is designed to promote progression within our Junior Gymnastics classes through stages 1-6. Once a stage has been completed and signed off gymnasts will be awarded a certificate. Badges for each stage are also available for purchase at the front desk. Badges cost \$10 each.

You can check on your child's progress via the "Awards" section on the parent portal. this will be updated within a week of testing so keep checking back. We expect everyone to progress through these stages at their own pace; there is no set timeframe to achieve a certain stage.

Unfortunately if your child misses testing week, we cannot guarantee that they will be tested in that term. You may be required to wait until the next testing day.

If you have any questions regarding the Skills Awards Programme, or would like to opt out, please contact Marie Lakin at marie.lakin@chchgymnastics.co.nz

TRAMPOLINE BADGE TESTING

All Trampoline classes will be eligible for trampoline badge testing. Badges start with basic skills at Red and Blue badge and work up to front and back somersaults at Green and Yellow badge; and onto complex skills and combinations (Purple, Black, Orange, Brown & White). Badge Testing happens every term between week 6-8. Once a Badge has been completed and signed off, gymnasts will be awarded a certificate. Badges are also available for purchase at the front desk. Badges cost \$10 each.

FACILITIES

Changing Rooms – Changing rooms with showers and toilets for gymnasts can be found downstairs. These can be used by all our members. Please do not leave any valuables in the changing rooms.

Toilets – Participants can access toilets from the gym floor. Toilets are also available upstairs for spectators.

Baby Change Table – There are baby change facilities downstairs in the public wheelchair accessible toilet. Please take soiled nappies away with you.

Wi-Fi - You are welcome to use our free wi-fi: **USER NAME:** csgguest **PASSWORD:** flippingbrilliant

Quiet Room – Please feel free to make use of our upstairs function room (subject to availability) as a quiet space to sit, relax or catch up on some work whilst you wait. This is NOT a playroom.

Toddler room - We have a toddler play area set up downstairs available for use during classes to keep younger siblings occupied. The cost is \$5 each use with no time limit. See us at reception for access. Please note, special events and external hire may mean this room is not always available.

PHOTOGRAPHY

We would prefer spectators not to take photos or videos in our venue, but if you chose to do so, please respect the privacy of other members and only photograph your own child. We thank you for your understanding.

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.

CONCERNS

We hope that you have a great experience here at CSG, but if you do have any concerns or feedback for us you are welcome to come and speak to our admin team. The full concerns procedure brochure can also be found at reception. If you don't think your concern has been resolved and you would like to make a formal complaint - Please fill in our **anonymous contact form**.

If you have concerns for the safety or wellbeing of your child or any member here, you can reach out to our Child & Member Advocate, Kendra Street by emailing kendra.street@chchgymnastics.co.nz. Kendra will work discretely and professionally to investigate your concerns.

OFFICE HOURS

Monday 9:00am-5:30pm
Tuesday 9:00am-5:30pm
Wednesday 9:00am-5:30pm
Thursday 9:00am-5:30pm
Friday 9:00am-5:30pm
Saturday 8:30am-12:30pm
Sunday 4:00pm-8:00pm

CONTACT US

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