

TERM INFORMATION TERM 1, 2024

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

	Start Date	Finish Date	No Classes	No of Weeks
Monday	Jan 29th	April 8th	April 1 - Easter Monday	10
Tuesday	Jan 30th	April 9th	Feb 6th - Waitangi Day	10
Wednesday	Jan 31st	April 3rd		10
Thursday	Feb 1st	April 4th		10
Friday	Feb 2nd	April 12th	March 29 - Good Friday	10
Saturday	Feb 3rd	April 13th	March 30 - Easter Weekend	10
Sunday	Feb 4th	April 14th	March 31 - Easter Weekend	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 \$6-\$10). 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 Tuesday, April 2nd. This should be done via your parent portal. Enrolments will open to new members from Monday, April 8th. Priority enrolment **does not guarantee you a place in the same class.** Current members can choose to move classes if they wish. 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 for Regional Competitive and Excel*).

INTERNET BANKING

Christchurch School of Gymnastics / Westpac / 03 1591 0125730 00.

Please use **invoice number** (in the format "FM-1234") and the **gymnast's name** as reference. Fees can also be paid easily via credit card through your parent portal; 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.

PARENT PORTAL

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

- Change your contact details
- Re-enrol into classes each term
- See your invoices and account history, and pay fees
- See previous communications, 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 are having trouble with this, please get in touch with our admin team.

WHEN YOU ARRIVE

1- Parents - please **come to reception to sign in** for your child's class.

2- Children and caregivers will be directed upstairs to wait by the allocated door.

(You MUST stay with your child until they are in the care of the coaches)

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, but only once classes have started.*

5- At the end of class, **ALL children will be sent back upstairs to be collected.** Caregivers must be upstairs, ready to collect their children before the end of the class.

6- Pre-School children, in a parented class, are required to have one caregiver with them on the floor during class.

COLOURS - JUNIOR GYMNASTICS

For some classes, children will be given a coloured strip. These colours are used to help our staff sort the gymnasts into groups with the correct coach. Colours relate directly to a particular coach and NOT to the stage that your gymnast is working on. Colours can vary from term to term or class to class, and if your colour changes, it does not necessarily mean you have changed stage, but usually means that your coach has changed or you've changed groups.

To find your child's stage, you can visit your parent portal and click the "awards" tab. This will show you, in detail, the skills your child has passed and what they are currently working on.

Classes are mixed ability but gymnasts are usually grouped with children on a similar stage.

LOST PROPERTY

Please make sure all of your child(ren)'s belongings are named with first and last name, so we can return it to you if left behind. 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, with access through our car park.

WHAT TO WEAR

- a leotard, or shorts/leggings and a t-shirt to all classes. Clothing must be snug fitting but flexible (no jeans or skirts). Underwear must always be worn beneath leotards.
- No skirts, belts, buckles, zippers, hoodies or anything that will catch on the gymnast, the coach, or the equipment.
- Jewellery is not permitted.
- Gymnasts participate in bare feet. Trampolinists must wear clean, white socks.
- Long hair must be tied back. This is for safety, so you can still see when upside down!
- Please wear shoes (preferably slides) to and from the gym - bare or sock feet brings in dirt which damages our equipment.

The extremely popular GYMNAST shorts are available from reception (\$39.00).

Leotards are also available from reception at various prices, along with club hoodies (\$65.00) and T-Shirts (\$35.00).

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. Please **do not reply to your invoice**, please use admin@chchgymnastics.co.nz.

Club App - Join us on SkoolLoop to report absences, catch up on newsletters, upcoming events and other updates and information. SkoolLoop can be downloaded for free from your app store.

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](https://www.facebook.com/ChchGymnastics) 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. In Term 4, we have the Christmas Competition in lieu of skills testing. Gymnasts will be awarded a certificate at the end of term, and if successful, badges can be purchased from reception for \$10.00.

Excel gymnasts are assessed the same as the Junior Gymnastics programme, but may also have additional assessments done throughout the year.

Regional Competitive skills assessment is done in Term 4 of each year. Gymnasts will be considered to move up levels based on coach recommendation, at any point during the year. Gymnasts are usually in a level for at least 4 terms. Regional gymnasts are expected to compete at least 2-3 times per year. Regional Badges are now available for purchase, at a cost of \$10.00.

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 in class every term between week 6-8. Once a badge has been completed and signed off, gymnasts will be awarded a certificate. Badges for each level are also available for purchase at the front desk, at a cost of \$10.00 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.

FREE Wi-Fi - You are welcome to use our free wi-fi; The log-in details are as follows:

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 preschool play area set up downstairs, available for use during classes to keep younger siblings occupied (age 0-5yrs). Parents MUST supervise their children's play. The cost is \$5.00 each use, with time limited to reception open hours. Please see us at reception for access.

(Please note, special events and external hire may mean this room is not always available.)

PHOTOGRAPHY

If you wish to take photos or videos in our venue, please respect the privacy of other members and only photograph your own child. We thank you for your understanding.

SAFEGUARDING

All of our staff have completed a safeguarding course, as per Gymnastics New Zealand requirements. Our Safeguarding Lead is Kendra Street. If you have any concerns about the welfare of a member, or any other issues, please ask to speak to Kendra in the admin office or contact her on kendra.street@chchgymnastics.co.nz.

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 at reception, or email us on admin@chchgymnastics.co.nz. 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**.

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

Christchurch School of Gymnastics

PO Box 18-827, Christchurch

38 Mark Treffers Drive, QEII Park, North New Brighton

(03) 388 6616 / 022 394 7268

admin@chchgymnastics.co.nz / www.chchgymnastics.com