



PARENT HANDBOOK  
2024-2025

## **INTRODUCTION**

Welcome to our Women's Artistic Program! We appreciate your interest in gymnastics and would like to give you some information on our program and how it is run. Your child has been given the opportunity to train with a highly skilled coach. This will give the parents and athletes the chance to experience more advanced gymnastics, as well as test the gymnast's strength, flexibility, and endurance. Provide you with all the necessary information to set our athletes up for success in our gymnastics program.

## **GENERAL INFORMATION**

We strongly believe that "working to always be the best you can be is more important than winning". Self-discipline, commitment, dedication, determination, responsibility, receptivity, application, emotional control, and self-confidence are all individual qualities the program aims for. The GP Gymniks team members will also have to learn to sacrifice immediate satisfaction for the pursuit of long-term goals to improve these dimensions in each athlete.

We believe the team aspect of this sport will stimulate the development of many social skills such as cooperation, respect of others, leadership, trust, sharing, empathy, and being able to make sacrifices for others. We feel that with respecting this philosophy, we will be doing our best to develop the best gymnast and well-rounded individuals possible.

### **GOALS OF THE PROGRAM**

The Grande Prairie Gymnastic Society competitive program goals are:

- To give athletes and teams the opportunity to benefit from a challenging level of training and competition.
- To offer a challenging and rewarding program that will stimulate the personal growth of each athlete involved.
- To develop the best athlete possible.
- To provide the opportunity for young athletes and teams to achieve their training goals.
- To proudly and tastefully represent Grande Prairie Gymnastics

### **CLUB HISTORY**

The Grande Prairie Gymnastics Club was founded in 1973 by a group of parents who shared the same passion for gymnastics. Beth Goldie, former Physical Educator instructor at the Grande Prairie Regional College, pioneered a tradition of coaching excellence the Gymniks can be proud of.

The Gymniks initially trained in "set up, take down" multipurpose facilities. The GPRC gymnasium served as the Gymniks' first training center. Many years later, the Club moved to a Richmond Industrial Park 3000 sq. foot multipurpose center located next to Tartan Auto Body. The first "dedicated space" facility was acquired through the purchase of a 10,000 sq. foot warehouse located behind the Quality Hotel in the industrial park. In September of 2005, the Gymniks moved to their new world class 55,000 sq. foot gymnastic training center considered to be one of the biggest gymnastic training centers in the North America.

## **COACHING**

### **DEVELOPMENTAL AND COMPETITIVE STAFF**

All of our coaching staff is trained and certified to the level that your athlete requires. Some of our groups may also have assistant coaches or coaches in training (CIT). Our coaches are certified through the National Coaching Certification Program and are continuously working to increase their knowledge.

## **TRAINING EXPECTATIONS AND POLICIES**

### **PRACTICES**

Training groups will be assigned at the beginning of each year. The coaches may designate training hours that are different from athlete to athlete depending on fitness level, age, maturity, injury, and time of year. The coaching staff has the final decision on practice days for each athlete. Practice schedules are to be closely followed. We ask that all athletes commit to the full training program unless otherwise instructed by the coaches. Practices are structured in such a way that each training day is important.

## ATHLETES' EVALUATION

This evaluation will serve to determine the gymnast's competition level. Athletes will be expected to be working hard throughout their training to develop their physical and technical skills. A good attitude and work ethic is valued as much or more than the actual technical progress itself.

Competing athletes will be in the fall to determine their competition level. This date will depend on competition registration deadlines and may change each year. Athletes are required to have 80% of the necessary skills in each level at the time of evaluation to compete at that level. We are continuously adjusting our evaluation sheets to ensure that our athletes are fully prepared for competition. As a club, we do not compete below level 4 or Xcel Gold. If an athlete does not pass their testing they may drop a level (if applicable) or they may be moved to a non-competing group that is better suited for their skill level.

Athletes in a 10 month program will be required to tryout in the spring each year. Placement in the program is not guaranteed from year to year.

## GROUPS

Group placement for the upcoming year will be assigned in July. Please remember we are always looking at the best interests of all the athletes when placing athletes.

## ABSENCES

Gymnastics is a demanding sport that takes full commitment from both parents and athletes. It is essential that all athletes attend all practices and events.

It is essential that all team members participate in all scheduled events. Athletes on the competitive team must participate in all scheduled competitions.

If there is a scheduling conflict, it needs to be communicated to the coach(es) as soon as possible in order to come up with a solution. You may communicate this via: [sara.woodlands@gpgymnastics.com](mailto:sara.woodlands@gpgymnastics.com)

## HOLIDAYS

During the year we do not train on statutory holidays, 12 month groups will train through Spring Break, Winter Break and Summer Break; however, training times may be adjusted. This will be communicated closer to each break. 10 month groups do not have training during Spring Break or Winter Break. There will be weekly Summer Camps offered to 10 month groups; these are not included in yearly fees.

## ADDITIONAL TRAINING

As a Grande Prairie Gymnastics member any additional training camps must be and approved by the program coordinator. Parent-led training decisions will need to be pre-approved through the program coordinator, this includes training with outside clubs and coaches. Summer camps or other special events may be permitted, please check with the program coordinator to ensure this is approved. At this time Grande Prairie Gymnastics does not offer private lessons to our WAG athletes.

## EQUIPMENT & FACILITY

Gymnastics equipment is very expensive and hard to replace. Therefore, we ask that athletes, parents, and siblings respect and adhere to the following requests:

- All exterior footwear must be taken off in the front lobby.
- Parents, relatives, friends, siblings, and visitors are restricted to the viewing area located on the second floor. Spectators should remain seated and away from the railing at all times.
- Please refrain from talking with your child (such as asking them to show you skills etc.) while you are up in the stands. This is a safety risk for all athletes in the gym.
- Athletes are asked to properly store all personal items. Items should not be left lying around the gym. All items are left at your own risk. The gym is not responsible for any lost or stolen items.

## TRAINING ATTIRE

Each participant in this program is required to have the team bodysuit for the year. Each design remains in effect for an approximate two-year period before changes are made. Athletes must train in a gymnastics bodysuit to ensure safety for the athletes and ability for the coaches to correct their body positions and spot skills safely. Shorts are optional but must be spandex.

Hair must always be tied up and off the face while in the gym or participating in any demonstrations. Soft headbands may be worn, but please avoid any sharp or hard ones.

If your athlete wears glasses, a glasses strap or other securing device is required for practice and performances. No loose jewelry in the gym at any time.

#### **ELECTRONICS & SOCIAL MEDIA**

Electronics such as cell phones and iPods are not to be used during practices. If the coaches are instructing an athlete to contact their parents, they may use the gym phones.

Video and photos of training sessions is not to be recorded on personal devices and not be posted on social media, unless approved by the coach. This is very important for the protection of individual and team privacy.

### **PROGRAM FEES**

Each member of the Grande Prairie Gymnastics Achievement/Competitive Program is expected to promptly pay their training fee. If a payment plan is chosen, monthly fees must be paid by the 1<sup>st</sup> of every month for the duration of the program. The program runs from September until end of June or September-September (depending which group your child is in). The total annual fee can be paid up front, or will automatically be split into equal monthly payments based on the length of the program. Fees cover the athlete's training cost which includes regular practice, as well as facility and administration costs, coach's wages and coach's travel expenses. Monthly fees do not cover any costs related to competition uniforms or personal travel expenses.

All competitive families are to have a valid credit card on file at all times. The payments will come automatically off your credit card on the 1<sup>st</sup> of each month. If you wish to pay cash or debit, you may do so at the front desk, but this must be done before that date or your credit card will be charged.

If payments are declined there will be an additional \$50 charged to the account. If the account is not paid by the 15<sup>th</sup> of the month the athlete will not be allowed to participate in programming. If two payments are late, the remaining amount of the program will be required in full immediately and the payment plan will no longer be offered.

Upon registration, there is a mandatory AGF registration/insurance fee. The Alberta Gymnastics Federation (AGF) registration fee allows your athlete to be in the gym.

Competing athletes will all need a choreographed floor routine. These will cost between \$100-\$300. Routine choreography is done in the Summer, with each athlete keeping their routine for a minimum of 2 years.

Chalk may be required for some athlete's training. Each chalk block costs \$2, or you can purchase a punch card for \$20. If your child uses chalk they will need a bin or a bag to keep their chalk in. Spray bottles are also recommended but not required. Chalk bins are available to be purchased at the gym for \$30. Spray bottles and grip bags are not available at the gym and must be purchased elsewhere.

### **GRANDE PRAIRIE GYMNASTIC GENERAL REFUND POLICY**

If Grande Prairie Gymnastics cancels your class due to enrolment or scheduling issues, you will receive a full refund with no additional administrative fees.

If withdrawing for any reason after the start of the 2023/2024 season, one month's written notice is required and only fees for the months after withdrawing will be cancelled. If you are currently in a month that has been paid, no partial refunds will be given for that month and the next month will be considered the full one month's notice.

If paid in full, a prorated refund based on the above policy (less the Alberta Gymnastics Federation Fee) will be given when written notice of cancellation is received.

### **COMMUNICATION**

All communication between coaches and parents will be communicated through SportsYou (please ensure you download the SportsYou app). If you have questions or concerns about your child, please contact your child's coach before or after training. If you have concerns regarding coaching or other outstanding issues, please contact the Program Coordinator. Any concerns regarding program fees can be directed to our front desk staff.

## **FUNDRAISING**

As an established club we are fortunate to have the opportunity to participate in gym wide fundraising events. Some of these events include Cars for Christmas, Cash and Camping, and Casino nights. Shifts for gym wide fundraisers are mandatory. The number of hours of fundraising work will be proportional to the number of athletes in the program and the number of children a family has in the specified programs. (i.e. If a family has two daughters on the competitive team, the parents will have to work twice the amount of fund raising hours.)

You will be notified well in advance when you are required to participate in fundraising duties. Families will be required to sign up for these shifts using the sign-up link emailed to you. Volunteer time slots fill up fast so please check your email regularly. Hours not completed will be billed at \$60/hr. If your athlete voluntarily decides to leave the program part way through the year, you are still responsible for the **buyout** of your hours.

The Grande Prairie Gymnastics Society Board is a parent run volunteer board. Parents who hold a position on the Board of Directors will be exempt from any required fundraising hours.

Any additional parent led fundraising plans or efforts must be first be agreed upon by the team in question and then an application brought forward to the Grande Prairie Gymnastics Fundraising Coordinator. All fundraising is subject to approval of the Grande Prairie Gymnastic Society.

## **INJURIES**

Although Grande Prairie Gymnastics provides an extremely safe training environment, injuries may still occur. Every athlete has sport related accident insurance through their Alberta Gymnastic Federation membership.

In the case of a very light and simple injury, the coaches may prescribe a time out before resuming training. If a more serious injury happens during a practice session, the coaches will call the parent or guardian at home or work to inform them and arrange transportation. For administrative purposes a written report will be completed of the incidents leading to the injury and a description of the perceived nature of the injury. The coach will provide a verbal report to the parent or guardian and the parent or guardian will be required to sign the written report. In this instance the coach may request, the parent or guardian contact a doctor within 24-48 hours of the injury to get a professional assessment and seek advice regarding appropriate treatment.

For your child's safety prior to the return of an athlete that has been subject to modified training or time off for ANY reason, we require that you provide a medical note 100% clearing your child to return to the program stating the date of your child's expected return to full-time practice. During injury recovery if possible, the athlete should continue to attend practice in whichever capacity they can.

### **TRAINING DURING INJURY**

If an injury occurs and the doctor has been seen, please discuss the injury and doctor recommendations with your coach. The coach will then come up with a modified training plan to accommodate the injury. It is important that the athlete continues to condition where possible, and stretch during this time, as well as work any skills or choreography they are allowed to do. Fees will not be pro-rated for injuries as competitive athletes are expected to continue attending training. If an injury is extensive beyond the norm, please talk to your Coach to work out specific training adjustments that need to be made.

## **VACATIONS**

We respectfully request that competing athletes not take extended vacations during our competitive season which runs November through to the end of season (April or May).

Any vacations booked during competitions season must be communicated to the coach as soon as travel plans are made. If you already have travel plans made for the upcoming year, please let your Coach know ASAP as any time away is going to affect the athlete and the entire team's training plan and the coach needs to accommodate for this.

## **NUTRITION**

Your athlete's nutritional habits will affect their training. They are hardworking athletes and therefore need their sustenance. Eating something unhealthy before practice will affect how they feel during practice and how hard they can work. Please refrain from sending candy or junk food as snacks. It is imperative to have them eat a healthy meal or snack before practice. Athletes in the developmental and competitive WAG program do not have a scheduled break, but if they need some food energy, they can ask their coach to take a quick break and eat a healthy snack.

## **SPECIAL EVENTS AND COMPETITIONS**

### **PERFORMANCES**

Your child's group may perform in demonstrations or events throughout the year such as the Festival of Trees and half time shows at the GPRC, mall demonstrations etc. Participation in these shows is mandatory for the groups selected so please ensure your child is available to attend all events. Should you have a schedule conflict please let the coaches know as soon as possible as this affects the group routine. Our program also hosts an annual Christmas Show (All groups) and Year End Fun Meet (Developmental & Pre-Competitive), both these performances will be at the gym and are mandatory for (all) athletes to attend (some groups may be exempt from the fun meet).

Please note performances at the beginning of the season are typically shorter as athletes learn fundamentals, new skills and begin preparing their routines. Performances will grow in length as the season continues. This progression is important for all athletes and safety.

### **COMPETITIONS**

Each year our competing athletes (Zero Gravity) attend 3+ competitions throughout the competitive season. There will be multiple options for invitational competitions. Families will have the choice of which invitational competition they would like to attend. It is required to attend at least one of these prior to your athlete's Provincial Championships, however it is highly recommended to attend all. We will need a minimum of five athletes registered per competition in order to attend, if there are less than five athletes the competition will no longer be an option for the families. Sanctioned competitions (Trials/Zones, Provincials, Alberta Winter Games etc.) are mandatory for athletes to attend. Attendance to any Trials competitions (Westerns, Alberta Winter Games, Arctic Winter Games etc.) is at the discretion of the coaching staff.

Athletes may compete in the Xcel program (Gold, Diamond, Platinum, Sapphire) or the Developmental CCP Program (Level 6-10). The program that your child competes in is determined by our coaching staff. This decision is made with your athlete's best interest in mind, with many determining factors such as work ethic, fears, strengths etc. Athlete's may switch between Xcel and Developmental CCP from year to year.

Most competitions require a waiver to be signed prior to competition. This waiver can be different depending on the competition producer. A parent or guardian must sign the waiver prior to the athlete being able to compete. Athletes will not be allowed on the floor without these waivers being signed. Please do not leave your athlete with the coaches for competition without ensuring you have signed any required waiver. When available, waivers will be distributed and collected prior to team travel to competition.

An exact schedule for the competition will usually come out 1 week before the event. Every athlete will have a warm up time, check in and a competition time for each day. Times can range from 7:00am until 8:00pm depending on the size of the event and the age/level of the team. In addition, these times may change from day one to day two. As competition schedules can fluctuate and change without notice and out of our control, please plan to be at the event all day when planning for travel and hotels.

Our gym would like for all families and athletes to support each athlete in the program. Once you arrive at the competition you will need to drop your athlete off with their coaches. Your athlete needs to arrive a minimum of 20 minutes early and be ready to compete, in their competition suit, jacket, black leggings, and hair in a high ponytail.

Awards will be held right after the competition. In between your competition and awards athletes are expected to stay at the venue. Awards can be in the gym where the competition was held or in a separate location. Your athlete will sit with the team on the floor during the awards session. Awards are announced in a variety of ways but usually all athletes are announced from the last place to the first place. Athletes are expected to show good sportsmanship and congratulate other gymnasts. Team sportsmanship is integral to the sport. The gymnasts may receive medals, banners, trophies or other memorabilia.

Some competitions may be held in vacation type spots. Because of the cost of travel already needed to attend

the event, many families choose to extend the days into a family vacation. If your family chooses to extend your stay, please do so following competition, rather than before competition.

The competition schedule will be posted as soon as it is released. All athletes members are expected to get themselves to and from competition and all travel costs will be the responsibility of the parents.

If there is missed training prior to a competition it will be up to the coaching staff to determine if an athlete is safe to compete. It is important to attend all training before a competition to ensure the athlete is fully prepared and the chance of injury is minimal. If an athlete is pulled from a competition at the discretion of a coach due to missed training the registration fee will not be refunded.

Pulling from a competition after registration for an invalid reason, or not showing up for a competition will result in not receiving refunded registration fees.

In addition to the scheduled competitions there is a possibility that your athlete may qualify for other competitions. These may be Alberta Winter Games, Arctic Winter Games, Western Canadian Championships, or Canadian National Championships. These competitions can take place anywhere in Canada, depending on who the host is. This is an exciting honor and means that your athlete will have the chance to compete against the best gymnasts in the country. These competitions take place anywhere from February-May. Practice times may change and extra practices may be added to help prepare for the event. This will add additional fees to the program. If extra competition gear is required (Team Alberta suits, clothing etc.) parents will be required to cover the costs for this. For some of these competitions' parents will also be required to cover coaches' costs (required clothing, travel, meals, accommodations etc). These fees will be reviewed each year and may be around \$400+. Please be advised that there may be some instances where your child's coach does not get to take part in the competition and your gymnast may have to travel with the team and other coaches.

## TRAVEL EXPECTATIONS AND POLICIES FOR COMPETING ATHLETES

The focus of our trips to competition is the performance of our athletes, therefore family activities should not interfere with the athlete's preparation of routines for competition. It is the parent's responsibility to provide an environment conducive to optimal performance. As per club policy, the coaches will not be asked to chaperone, transport, supervise, or room athletes, except under special circumstances and with approval prior to the event by the Board of Directors.

- Athletes are not to go swimming or sit in hot tubs one full day before their competition. It makes their muscles very tired and is a safety concern for all team members.
- Athletes should avoid too much activity prior to competition and get lots of rest during competition weekends.
- Athletes are expected to dress and conduct themselves appropriately. Ensure your competition attire is clean for competition.
- During competition, athletes are to wear proper competitive attire for the entirety of the event. If your athlete is cold they may wear their team jacket.
- Athletes are expected to act with respect, sportsmanship and dignity during ceremonies and awards.
- Athletes are not permitted to leave the competition floor without their coach's permission. They are to remain with their team for the duration of the event and awards as they will be represented together.
- Athletes not competing should be supporting their team mates by watching and cheering.
- Each athlete must be chaperoned at every competition.
- If you have questions or comments about the scoring or other concerns regarding the competition, please see your child's coach after the event. Approaching a competition representative is prohibited.
- If your child gets hurt at a competition, please stay in the stands. There are always medical personnel available at competitions and all coaches on the floor are certified in first aid and CPR. The coach will signal for you if you are needed.

## COMPETITION ATTIRE

Every competing athlete is required to purchase the competition team suit. This is not included in their monthly fees. This may be a yearly purchase, depending on when new suits are purchased. The total cost can be approximately \$100-\$300 per athlete. In addition, they will need to purchase a team jacket that can be approximately \$60-\$150 per athlete. Suits must be paid for before they will be ordered. Administrative staff will communicate when to pay and what amount. The coaches will instruct the athletes as to when to wear their suits/jackets.

## PRACTICE ATTIRE & GEAR

All non-competing (optional for competing athletes) athletes will be required to purchase a training suit. This is not included

in their monthly fees and can cost approximately \$50-\$150. This may be a yearly purchase, depending on when new suits are purchased. Each group will have one day per week that this suit is required to be worn (can be worn more often). Suits must be paid for before they will be ordered. Administrative staff will communicate when to pay and what amount. All athletes will also be required to have a personal Chalk bag/container. Chalk must be purchased from the gym. The cost is \$2 per block. There are punch cards available at the front desk for \$20 (one free block included). If you purchase a punch card for your child please have them give it to their coach to keep at the gym. Athletes may require grips and wristbands for bars, this will be at the discretion of their coach. Grips & wristbands are available for purchase at the gym.

## COMPETITION HAIR

Competition hair will consist of a high ponytail, with no hair touching the shoulders. It must be slicked back, no flyaways or hair on the face with the exception of clean, short bangs that do not interfere with their eyes. Hair must be able to stay in through all routines. This is not the time to try a new hair-do, as we do not want to have hair falling out on the competition floor. Clips and bobby pins must match the athlete's hair color (as close as possible)

## 2024-2025 IMPORTANT DATES

### COMPETITIONS-ONLY APPLICABLE TO ZERO GRAVITY

- Calgary-Rock The Rockies- January 23-26 (All)
- Spruce Grove-Copeland Classic-February 20-23 (All)
- Calgary-Jurassic Classic-March 27-30 (All)
- Red Deer-Exelta Cup-Date TBD (All)
- Trials To Westerns-Location & Date TBD (Level 8+) \*Coaches Discretion\*
- Xcel Provincials-Location & Date TBD (All Xcel Levels) \*Mandatory\*
- CCP Provincials-Location & Date TBD (CCP 6+) \*Mandatory\*
- Western Canadian Championships-Saskatoon-April 24-26 \*Must Qualify\*

### PERFORMANCES & IMPORTANT DATES

- September 3rd-Zero Gravity 2024/2025 season begins
- September 7th-Developmental & Advanced Rec season begins
- December 14th-Christmas Show- 3:00 & 5:00
- December 21st-January 3rd-Christmas Break
  - Zero Gravity-modified training schedule
  - All Developmental & Advanced Rec-No training
- March 29th-April 4th-Spring Break
  - Zero Gravity-modified training schedule
  - All Developmental & Advanced Rec-No training
- June 20th- Developmental & Advanced Rec 2024/2025 season ends
- June 21st- Year End Fun Meet (Developmental & Advanced Rec only)
- June 27th- Zero Gravity 2024/2025 season ends
- June 24th & 25th- 2025/2026 Tryouts
  - All Developmental & Advanced Rec

## ATHLETE DISCIPLINARY PROCEDURES

Please note: the following steps are intended to deal with disciplinary issues only, at the coaches' discretion.

1. Coach addresses issue immediately with the individual athlete.
2. Athlete may be sent home if the situation or behavior recurs. No mandatory meeting will be held at this time, unless requested by the coach or parent. Parent or guardian requests for meetings must be made and completed within 72 hours of the incident. All meeting requests must be made through administration (ex. Program coordinator or a parent liaison).
3. If the situation or behavior occurs again, a mandatory meeting will be arranged with the parent or guardian by the Coach or Program Coordinator, held within 72 hours and must include the parent/guardian, coach(es), and athlete.



4. If the situation or behavior is still not resolved, the athlete will be suspended or terminated, and another mandatory meeting with the parent or guardian, coaches, and the athlete will be scheduled and completed within another 72 hours.
5. The athlete will be removed from the program.

## **COACHES CODE OF CONDUCT**

As a coach of the Grande Prairie Gymnastics WAG Program we agree to:

- Provide a positive and nurturing environment for all participants.
- Ensure a safe environment by selecting activities, establishing controls, and completing lesson plans that are suitable for the age, experience, ability, and fitness level of the involved athletes.
- Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes.
- Ensure decisions are taken equitably and provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete.
- Act in the best interest of the athlete's development as well as the best interest of the team.
- Know one's limitations in terms of knowledge and skills when making decisions, giving instructions or taking action.
- Ensure all coaching credentials are current and up to date. This includes but is not limited to, NCCP courses, and first aid.
- Submit a clean criminal record check every 3 years
- Be prepared to act quickly and appropriately in case of emergency.
- In event an injury occurs I will provide first aid, as well as document the injury in an incident report, and disclose the incident to the parent of the athlete.
- Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment.
- Respect the principles, rules, policies, and procedures in force.
- Attend staff development meetings, clinics, and other professional activities to improve coaching performance.
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## **ATHLETE'S CODE OF CONDUCT**

As a member of the Grande Prairie Gymnastics WAG team, I agree to:

- Be in the gym—ready to go—on time for training.
- Treat all coaches, parents, and other athletes with courtesy and respect.
- Be responsible and prepared for training, wearing proper attire including bodysuit, hair tied up off the face, and no loose jewellery.
- Communicate with coaches any (training or coaching) problems, injuries, or illness at training, meets, or other events.
- Not use foul or abusive language at any time.
- Work with coaches and other athletes in maintaining a safe, clean, and positive training environment.
- Demonstrate proper sportsmanship (includes positive and appropriate attitude and behaviour).
- Refrain from publicly demeaning or speaking negatively of others or the Gymniks club.
- Not use cell phones or other electronics during training or competition unless in emergency situations or at the coaches request. This includes taking video of my skills during practice, especially for use on social media.
- When I am attending a gymnastics event or otherwise representing Gymniks I agree to:
  - Arrive on time and be prepared.
  - Project a positive image of the club by maintaining the highest standards of personal conduct.
  - Refrain from expressing displeasure with judges or other officials by any means other than the accepted protest procedure.
  - Refrain from making comments to a judge, meet official, or any other participant, with regards to a coach or athlete's abilities, routines, or execution during a competition.
  - Refrain from disrupting, distracting, or in any way interfering with the performance of an athlete during competition or training.
  - Follow dress codes specified by the coach when traveling to or from or participating in any activity sponsored or sanctioned by the club.

- Be supportive of teammates and all other athletes. Encourage team spirit at all times.
- Abide by policies regarding alcohol or drugs (zero tolerance) set by the Alberta Gymnastics Federation.
- Abide by the rules and policies set by the coaches at all Club-sanctioned events.

## **PARENT'S CODE OF CONDUCT**

As a member of the Grande Prairie Gymnastics WAG team, I also agree to:

- Assist my child in arriving on time for training and arrange for them to be picked up from training on time.
- Inform the coaches when and why my child will be missing or late for any training sessions or events, and of any problems, injuries, or illness.
- Inform coaches of any conflicts (vacation or otherwise) in regards to upcoming competitions or events.
- Pay all fees on or before the date specified by the club.
- Treat all coaches, athletes, and parents with courtesy and respect.
- View training from the viewing area only, do not talk to athlete during training and do not disturb the training session.
- Only approach a coach before or after training (not during), with concerns, questions, or comments, especially at competitions.
- Follow the "chain of communication" in regards to any concerns, questions, or complaints.
- I will be positive and supportive of my child's training and I appreciate that any technical and/or negative (along with positive) feedback should come only from the coach.
- Refrain from discussing individual issues with other parents, especially in settings with athletes, coaches or other parents around. Each athlete is an individual with unique needs, and the information at hand may be incomplete or inaccurate.
- Absolutely refrain from "rumor-mongering" or discussing any coaches/parents/athletes that are not in attendance.
- Complete all my fundraising duties as required.
- Commit fully to the annual training program and agree to make my monthly payments on time and in full, even if my child leaves the program voluntarily partway through the year. 10-month program athletes are still expected and encourage to train as much as they can throughout the summer months.
- I will not encourage the practice of gymnastics skills outside of the gym with the exception of conditioning and stretching requested specifically by the coach.
- I agree to check my email regularly and respond in timely fashion (if necessary) to any important communication from the gym.

## **ROLES AND RESPONSIBILITIES OF PARENTS**

Your role is every bit as important as that of the gym, coaches, and the athlete. It is important to know the commitment level required for parents. Most parents minimally drive their athlete to the gym twice a week however this number can be as much as 6-7 times a week. This is outside of the weekends spent at gymnastics competitions.

As a member of a competitive program within the Grande Prairie Gymnastic Society it is mandatory for at least one parent or guardian to complete the Respect in Sport certificate once every three years.

If you need to get a message to your athlete during practice, please talk to the office staff or use the emergency number, and the message will be relayed. Parents are NOT permitted on the gym floor and must refrain from coaching or commenting from the sidelines during any training session or competition. If your child is not paying attention or messing around, we realize it is tempting, but this is the job of the coaches.

Please understand that we have a large gym and face-to-face progress reports are not practical. If you have a concern you are also welcome to set up a meeting with the Program Coordinator or parent liaison (as explained below).

We feel that communication with parents of our athletes should be open and flowing. We will contact you via e-mail (or other communication channel, as implemented) with important information. Please ensure to update us should your e-mail address change. If you have any questions regarding the gym or your athlete, please email the program coordinator at Sara.Woodlands@GPGymnastics.com.

**Under no circumstances should a coach get a call or text on their personal telephone or personal email.**

## **PARENT LIAISON**

The Parent Liaison will be selected by the Grande Prairie Gymnastics Board of Directors to provide a communication link between parents, coaches, and administration. This is a volunteer role and deserves the respect and support of the parents, guardians. This person may be involved in any major issues or concerns that may come up throughout the year. A parent liaison provides a communication link between parents and coaches. Parent liaisons are listeners. They are available to parents to hear their concerns and bring these forward to coaches accurately and in a calm, clear manner. By doing this, parent liaisons can help resolve conflicts and problems.

## 24 HOUR COOL DOWN RULE

We will enforce a 24-hour cool down period for all concerned parents or guardians. The parent or guardian must respect the 24-hour cool down period and bring their issue to the coach or liaison 24 hours after the situation to be discussed in a calm, manner. We will make every effort to respond to your concern within 48 hours from the first point of contact, or prior to the next practice, but under special circumstances there may be a longer waiting period.

## CHAIN OF COMMUNICATION

The Grande Prairie Gymnastics Society is requesting that parent concerns and complaints be addressed and channeled respecting the following chain of communication:

For concerns about your athlete:

Parent ⇒ Coach of Athlete ⇒ Program Coordinator ⇒ Program Manager ⇒ Parent Liaison ⇒ Club President

For concerns about your child's coach, you may contact:

- WAG Program Coordinator: [Sara.Woodlands@GPGymnastics.com](mailto:Sara.Woodlands@GPGymnastics.com)
- Program Manager: [kelly.wills@gpgymnastics.com](mailto:kelly.wills@gpgymnastics.com)
- Parent Liaison: [tina.board@gpgymnastics.com](mailto:tina.board@gpgymnastics.com) (Tina Hippard)

For questions about fees, payments, etc. please contact Front Desk:

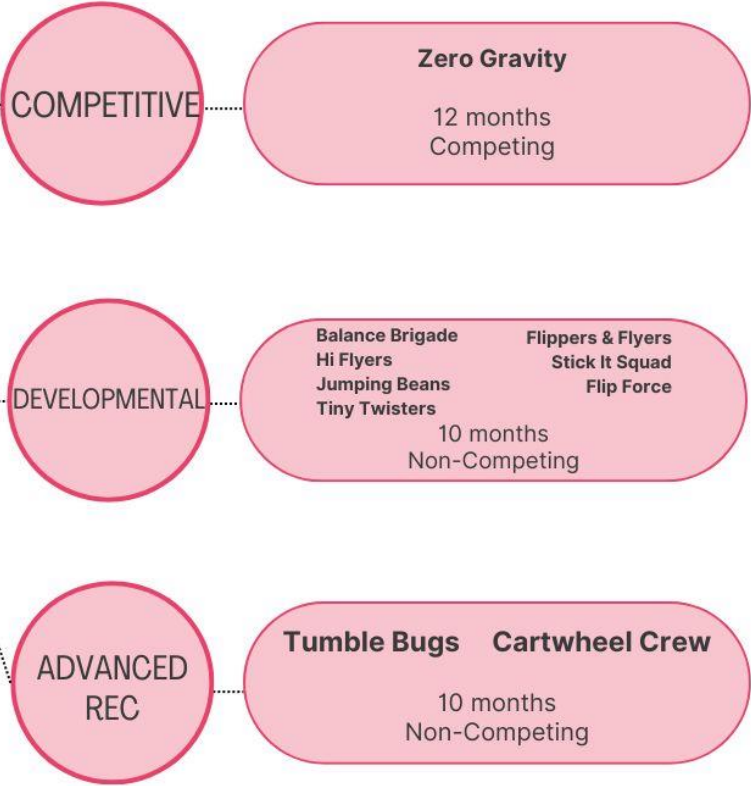
- Email: [Info@GPGymnastics.com](mailto:Info@GPGymnastics.com)
- Phone: 780-539-1414

Name (Parent or Guardian): \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

## General WAG Program Structure



\*Athletes may progress at different rates and may not partake in all groups listed\*