

# CLUB DYNAMITE

# HANDBOOK

# 2022



## **WELCOME TO CLUB DYNAMITE!**

Club Dynamite is a leading gymnastics club in Mansfield (Brisbane, QLD), offering fun, exciting and high-quality gymnastics classes to young people from 3 years of age to advanced level gymnasts!

Whether you are a brand-new member of the Club Dynamite family, or an experienced one please read through this booklet carefully to ensure you are up to date with all the latest policies and information about our club.

### **OUR VISION AND MISSION**

Our Vision is to ignite the spark in young people, developing their coordination, agility, balance, flexibility, strength, perseverance, determination, courage, focus and confidence.

Our mission is to offer high quality gymnastics classes, teaching excellence in a positive, exciting and engaging environment.

### **OUR CLUB**

Club Dynamite is home to more than 1200 gymnasts, and one of the largest gymnastics clubs in QLD. We are members of both Gymnastics QLD and Gymnastics Australia and all coaches are accredited and qualified.

Classes are available for all ability levels from absolute beginners to National/International standard students. We offer programs in Woman's Artistic Gymnastics, Men's Artistic Gymnastics and Gymnastics For all. We offer both recreational and competitive gymnastics programs, from 3 year old's right through to adults.

### **OUR FACILITY**

We are located at – 56 Secam Street, Mansfield.

In July 2018, we moved into our brand-new gymnastics' facility, just 1 minute from our old venue but more than twice the size. Our new venue has allowed us to offer first class gymnastics facilities to our students and families.



Club Dynamite – 56 Secam Street, Mansfield

## CONTACT

Website – [www.clubdynamite.com.au](http://www.clubdynamite.com.au)

Our website includes all timetables and class information, FAQs, and is regularly updated with the latest news and happenings in our club.

Email – [admin@clubdynamite.com.au](mailto:admin@clubdynamite.com.au)

Email is the fastest and best way to communicate.

To see lots of exciting photos and videos of our kids in action, you can check out -

Facebook – Club Dynamite Gymnastics

Instagram – clubdynamite



## **STARTING CLASSES AT CLUB DYNAMITE**

### **NEW GYMNASTS**

Club Dynamite classes cater for children from 3 years of age, through to adults. New gymnasts are welcome at any age!

The class for new students to start in are as follows –

3-5 years (pre-school age) – boys and girls – MiniMites

Girls born 2015, 2016, 2017 (Prep and above) – Gymstar

Boys Prep to Year 2 – Junior boys

Girls born 2014 – Shooting Stars

Year 3-6 at school – girls and boys – Bronze

Year 7-12 at school – girls and boys – Teen gym

Adults – Adult class

From this level students are evaluated and able to move up through our programs as skills are mastered.

### **HOW TO ENROL**

You can book in for a trial through our website – [www.clubdynamite.com.au](http://www.clubdynamite.com.au) -

Step 1 – Click on the membership drop down venue

Step 2 – Click on “how to join”

Step 3 – fill out the forms and we will be in touch

Or you can send us an email – [admin@clubdynamite.com.au](mailto:admin@clubdynamite.com.au), with your child’s name, DOB and available days.

All gymnasts must be pre booked in to attend a class, we are unable to cater to walk ins.

All classes have a maximum Coach:Gymnast ratio, to ensure a safe and successful class for all our students so at times there may be a waiting list for classes, we are very vigilant with our waiting lists and do our utmost to ensure students get into a class as quickly as possible.

### **TRIAL CLASS**

For students who are brand new to Club Dynamite we offer a two-class trial. For this you pay for your first class and your second class is free. This gives your child a chance to test the class out and see if they enjoy it before committing to membership.

#### **Conditions for the two-class trial**

- The two-class trial is only available to brand new students to Club Dynamite, not those who have taken an extended break or are trying a new class.
- Gymnasts need to be pre booked in, you can contact us about booking for a trial via email – [admin@clubdynamite.com.au](mailto:admin@clubdynamite.com.au)
- If the gymnast is on the waiting list, a spot needs to be available for them to do the trial, that way classes stay at the appropriate Coach:gymnast ratio and the gymnasts can continue on after the trial if they are enjoying it
- Trial fee needs to be paid prior to the first class via online bank transfer – we will provide you with the details, on booking.
- Online registration forms need to be filled out before commencing the trial. We will email you a link to those upon booking.
- Correct class wear is required even for the first class, to ensure safety.





## **FEE POLICY**

Classes run 49 weeks per year from early January to mid December. The year is divided into 5 x 10 week blocks for the purpose of fees. If a new gymnast starts partway through the block, fees are charged prorata. We do not follow school terms, and all classes continue as normal over the school holidays.

## **Block Start and Finish Dates**

	<b>Start</b>	<b>Finish</b>
<b>Block 1-2021-9wks</b>	Monday 11 <sup>th</sup> Jan	Sunday 14 <sup>th</sup> March
<b>Block 2-2021-10wks</b>	Monday 15 <sup>th</sup> March	Sunday 23 <sup>rd</sup> May
<b>Block 3-2021-10wks</b>	Monday 24 <sup>th</sup> May	Sunday 1 <sup>st</sup> August
<b>Block 4-2021-10wks</b>	Monday 2 <sup>nd</sup> August	Sunday 10 <sup>th</sup> October
<b>Block 5-2021-10wks</b>	Monday 11 <sup>th</sup> October	Sunday 19 <sup>th</sup> December

Fees are charged in these 10-week blocks and must be paid, in full, within the first 7 days of the block, unless a payment plan has been organised with administration. Invoices are emailed to you before your first class for the block, our preferred payment method is online bank transfer. Bank details are on the invoice, please use the child's name as a reference.

**PAYMENT:**

When you book in for classes at Club Dynamite, a spot has been reserved for your child in that class for the full block. If they are absent from lessons, our costs remain the same and a spot is still reserved for them, therefore all lessons in the block need to be paid for regardless of attendance. We do have a generous make up policy for missed lessons.

**REGISTRATION FEE:**

The 2022 annual registration fee is \$90 per gymnast. This covers your child's membership with Gymnastics QLD and Gymnastics Australia, insurance, music licenses and Club membership etc. This fee is charged to your block 1 invoice, or to your first invoice for the year if you start later in the year. This fee is non-refundable and can't be transferred between family members. Please note that the registration fee is the same regardless of when in the year your child joins or how long they stay for, the initial costs of joining for each gymnast is the same for us no matter how much of the year they attend.

If your gymnast has been registered with a different Gymnastics Club in the same year, they would still need to pay the full fee to register at Club Dynamite. Fees can't be transferred from another club.

**SCHOOL HOLIDAYS & STUDENT FREE DAYS:**

All classes will run as normal during school holidays and student free days and most Public holidays. We strongly encourage children to continue their classes over this time, as it promotes continuous progress and maximises your gymnast's development. Gymnasts who continue to train over the school holidays get the equivalent of an entire extra term of training each year. Also, skills, strength and flexibility can be lost quickly if not practiced regularly, so continuing their training on holidays will ensure your gymnast develops to their full potential.

If you will be going away during the State School holiday period and you let us know at least 2 weeks prior to the start of a new block, or before the cut-off date specified in the block email sent, we will take those weeks off your invoice. We are not able to remove these from your invoice after the new block has started, or the cut-off date has passed, as coaches will be booked in based on the number of gymnasts booked in class. This is available for State school holidays only, not extra holiday weeks for private schools, public holidays or student free days.

The last Saturday of the school term (the day after school finishes) is considered to be a school term date, so can't be taken off the invoice. Please note that Performance Team/Advanced WAG do not have the option of taking holidays off their invoice, as fees are already reduced to compensate their higher training hours but you are welcome to do make up lessons if you miss your classes.

**PUBLIC HOLIDAYS:**

We are closed for some Public Holidays and open for others. The decision to close or stay open will depend on the timing of the public holiday. For example, in 2022 there are 3 Monday Public holidays in a row, so it would be very detrimental to Monday students training to close for all 3.

Prior to the start of the block, you will be notified via email if there are any Public Holidays in that block and whether we will be open or closed. If we are open and you can't attend you will still need to pay for that week's lesson but you are most welcome to switch your days and do a make-up lesson on a different day instead.

**OTHER ABSENCES/MAKE UP LESSON POLICY:**

If your gymnast is absent at any time during the block you are welcome to bring them to a make-up lesson in an equivalent class. All classes are offered several times per week. Gymnasts may do a maximum of 2 make up lessons per block, and these need to be taken in the same block as the absence. Some exceptions apply where a gymnast can have an additional make up lesson or complete a make up outside the block dates, please contact us at [admin@clubdynamite.com.au](mailto:admin@clubdynamite.com.au) to discuss.

Please note that absence from classes does not entitle you to a discount to fees. All classes need to be paid for regardless of attendance, as a spot is reserved in the class for your child and expenses do not change if they are not there.

**FAMILY DISCOUNTS:**

We offer discounts for families with more than one child attending our gym. 5% discount off class fees for the 2<sup>nd</sup> child attending the gym and 10% off for the 3<sup>rd</sup> and subsequent children's fees. Discount is taken off the invoice for the child/children paying the lowest rate. The discount does not apply to trial class fees, registration fees or club events.

**LATE OR UNPAID FEES:**

Fees are due within 7 days of receiving your invoice. If you are unable to pay fees within this time, please contact us to arrange a payment plan. If fees are late or unpaid, we reserve the right to take the following action.

1. Charge a \$30 late fee, per month to your account
2. Suspend your child from attendance to classes and/or competitions/events
3. Cancel your child's enrolment
4. Pass debts onto a debt collecting agency

Please be aware of Gymnastics Australia's transfer policy – if a gymnast has outstanding fees at any gymnastics club, they will be prevented from being registered at a different club.



### **REFUNDS**

No refunds are given under any circumstances. Except if a family has accidentally paid additional money (ie paying an invoice twice or paying money into our account that was meant to go into another account). Please see notes below for what to do in special circumstances.

### **INJURIES:**

For most injuries children can still attend gymnastics. For example, with an arm in a cast. Gymnastics is a very versatile sport and as long as the coaches know before hand, they can modify the program to make it safe a suitable for an injured child. This allows children to maintain physical fitness while injured which assists in their recovery.

If a child has an injury that is severe enough to prevent training for a few weeks. There is no credit or discount to fees, as the spot is still reserved for them in the class, but you will be entitled to do a make-up lesson for any lessons missed due to the injury upon return. If this adds up to quite a few weeks, we usually exchange these lessons for private lessons of equal value. This is a great way to kick start their training again after a short break.

If a child has an injury that prevents them from participating in gymnastics for more than a few weeks and a medical certificate is provided the classes missed can be held in credit. The credit can be used upon return as long as it is in the same calendar year. If an injury occurs at the end of the year and not enough time is left in the year to use the credit in that calendar year, then the credit can be used the next calendar year.

### **OTHER SPECIAL CIRCUMSTANCES:**

For other special circumstances, such as a prolonged illness, the same criteria is applied as for injuries as above.

### **DISCONTINUING CLASSES:**

If your gymnast wants to discontinue classes, just let us know in writing (via email) at least 2 weeks prior to the start of the new block, and no further fees will be charged.

If you let us know that your child will be discontinuing less than 2 weeks before the new block has started, but before it starts there is a 2-week cancellation fee. This allows us time to trial another child to fill the spot.

Once a block begins, if we have not been notified, then a spot has been reserved for your child in that class for the block and fees will still need to be paid in full.

As we only require you to pay fees one block in advance, all fees are non-refundable. However, in special circumstances credit may be given at the discretion of our Administration team.

### **CANCELLED CLASSES:**

In the rare event that classes are cancelled (ie extreme weather, club event) then you are entitled to an additional make up lesson for this missed class. No discounts or credits are given as coaches must still be paid in these circumstances. This is exceedingly rare and has happened less than a handful of times in the 30 year history of the club!



### **OUR FACILITY**

#### **PARKING/DROP OFF**

Club Dynamite has a large carpark, with parking bays on both sides of the building, there is also ample street parking of an afternoon/evening and weekend.

We also have a drive through drop off point right at the front door, you can drive through and drop your gymnast off right at the front door, without the need for them to cross any streets.

For the safety of our gymnasts and families, there is to be no playing in the carpark. Gymnasts need to wait inside the gym for their classes, and to be picked up at the end of class.

### **WAITING AREA/PARENTS LOUNGE**

Our gym has plenty of waiting space for gymnasts and families, there is waiting space both downstairs and upstairs, as well as a parents lounge upstairs. All waiting areas are air conditioned and have free WiFi. There are toilets and kitchen facilities both downstairs and upstairs.

There is to be no running, climbing, standing on chairs or gymnastics skills in the waiting area and parents' lounge. There is also no moving or furniture or climbing on the poles, furniture or stairs. All children (siblings/friends) who are not participating in classes need to be supervised at all times.

Children who are attending classes, can wait without parents' downstairs before or after class, but are not to go upstairs without adult supervision.

### **VIEWING**

We have an open-door policy when it comes to viewing your child's classes. We feel that parents have a right to see what their children are doing in class and we know many of them are very excited for you to see what they are learning.

It is parents' choice if you would like to stay and watch classes, or simply drop your gymnasts off and pick them up again at the end.

Upstairs is our mezzanine viewing area, and from here you can see the whole gym! It is a great space for taking photos and videos of your kids too. This space has been closed temporarily due to the COVID restrictions, in such cases our 2 large roller doors are kept open so you can view safely from outside.



Viewing classes from the mezzanine!



### **THE GYM**

Club Dynamite have over 1000 square metres of gymnastics space including 2 full floor areas, 9 beams, 8 sets of bars, 4 vault areas, 2 Olympic trampolines, 2 tumbling trampolines, all MAG apparatus and a huge variety of supplementary gymnastics equipment.

Entry to the gym is through the locker room downstairs. We have a few important safety rules in the gym as follows

1. Gymnasts are required to remain in the waiting area until their coach calls them to line up to go to class. Gymnasts are not permitted in the gymnastics area or on/near any of the equipment unless they are being supervised by a qualified coach in a scheduled class time.
2. Only gymnasts and coaches allowed in the gymnastics area. No parents, siblings friend etc are allowed on/near the gymnastics equipment or in the gymnastics area at anytime.
3. Gymnasts are to remain inside the venue when their class has finished until an adult has come to pick them up. No waiting in the carpark area.
4. Gymnasts may only attempt skills that they have been taught in their gymnastics classes.
5. Gymnasts will not be permitted to enter class with the incorrect attire.

6. Gymnasts must follow all reasonable requests, from coaches and staff.

#### **ADDITIONAL SAFETY INFO :**

1. Ensure you have read the emergency procedures as displayed on the wall.
2. Appreciate that every class is programmed for safe learning for all students and coaches may not deviate from the plan either on a student's request or a parent's request. This is part of the liability statement that is signed on our registration form.
3. Be aware that your child may sometimes not be allowed to attempt a skill when the coach deems he/she is not ready to do so safely.
4. Ensure the club has all required information to register your gymnasts with Gymnastics Queensland. This is your insurance cover and a compulsory component of Club Affiliation.
5. Ensure that all details are kept up to date if your details do change, please email [admin@clubdynamite.com.au](mailto:admin@clubdynamite.com.au).
6. Advise administration if there are any problems, we need to be aware of to safely coach your child.
7. Be aware that a certain level of strength, flexibility and pre requisites skills must be met before a gymnast is allowed to attempt a new skill.



#### **UNIFORM POLICY**

Wearing the correct attire for gymnastics class is extremely important. In each class your gymnasts will be flipping, rolling and turning upside down constantly. The right attire will

allow your gymnast to be able to move freely as needed and keep them safe when doing skills and using the apparatus.

The most important aspect of gymnastics development is correct body shape. Wearing a leotard and suitable gymnastics gear means that the coach is able to see what each part of the body is doing and correct important habits to allow gymnasts to develop to their full potential.

Having a club uniform also gives each child an important sense of belonging and helps children to develop the discipline needed to become successful gymnasts. All gymnasts will not be permitted to enter the gym unless they are in the correct gymnastics attire.

### **GIRLS UNIFORM**

1. A leotard

OR

2. A leotard with bike pants or leggings

OR

3. A crop top with bike pants or leggings

Full piece gymnastics leotards are preferred to crop tops. Crop tops are not permitted in MiniMites or Gymstar classes, only leotards allowed at this level as it protects the stomach.

Please note the following is not allowed-

- No skirts, skorts, dresses or leotards with attached skirts or frills
- No singlets, T shirts, polo shirts etc, also no crop tops or leotards with capped sleeves
- No full-length crop tops/gymnastics singlets. The leotard must be full piece or a short crop top (max length to the sternum
- , made from lycra (Leggings must be fully fitted, not boot leg)
- Cropped singlets are not acceptable, crop tops must not come down further than the sternum and must have at least a 1-inch-thick elastic at the bottom.

### **BOYS UNIFORM**

1. A singlet or boys' leotard
2. Stretchy shorts with no pockets, buttons or zippers

Please note. The following is not permitted –

- T shirts, polo shirts or any shirts with sleeves
- Board shorts, non-stretchy shorts or pants

### **HAIR**



In gymnastics, the kids spend a lot of time flipping and upside down. Hair can be a safety hazard and fall in their eyes or distract them while attempting skills. All hair past collar length needs to be worn up out of the face.

If gymnasts' hair is too short to go up but is past collar length a head band can be worn to keep it off the face. Please avoid any bows or clips in the hair, as they can dig into the child head when they roll.



### **JEWELLERY:**

The only acceptable jewellery is a small pair of sleeper or stud earrings.

The following are not permitted –

- Dangly earrings
- Watches
- Fitness bands
- Anklets, bracelets, bangles, necklaces
- Rings

### **FOOTWEAR ETC**

Please no socks, shoes or foot coverings in the gym. One of the great things about gymnastics is that there are no expensive shoes to buy, we train in our bare feet.

## **COOLER WEATHER**

In the cooler months gymnasts may wear the follow –

### Girls

- A long-sleeved leotard
- Leggings (made of lycra and fitted)

### Boys

- Boys' gymnastics longs
- Skins



## **SPARE GEAR**

We do keep some spare leotards, bike pants, boys singlets etc in the locker room in the gym for any emergency situations so gymnasts do not need to miss out on their classes if they are in the wrong gear. If your child does borrow an item, we would appreciate it, if you could wash it and return it promptly at their following lesson. If anyone has any spare leotards/bike pants etc that their child has outgrown we would love any donations, so we can keep this service available. If your child is not in the correct attire and we do not have any spare gear available in their size, they will not be able to participate in the class.

There are spare hair ties in the gym at all times, if needed just check with one of the coaches.

### **WHERE CAN I PURCHASE LEOTARDS**

We sell leotards here at the gym, if you would like to purchase a leotard and the counter is unattended, simply hand the tag with your child's name to any coach and we will send you an invoice.

Other providers include – [www.sylviap.com.au](http://www.sylviap.com.au), [www.gymdirect.com.au](http://www.gymdirect.com.au), [www.suesshop.com.au](http://www.suesshop.com.au), [www.gkdgymnastics.com](http://www.gkdgymnastics.com)



### **DISCIPLINE POLICY**

We are not able to tolerate misbehaviour as it can jeopardize the safety of the child and other participants. Students are expected to follow all instructions from coaches and staff quickly, keep their hands to themselves, and use respectful language and tones at all times. Students who misbehave will be sat out for an appropriate portion of the class. Should problems persist, the gymnast may be suspended or excluded from the club if deemed necessary for a period to be decided with no refund of fees.

### **PHOTO POLICY:**

From time to time, we may take photos/videos of your child in classes or at events. These photos may be used on our Website or social media pages. We do our utmost to ensure only photos of an appropriate nature are used in this capacity. To protect our students privacy we never post a student's first and last name together with a photo. It is a requirement of attendance at classes, competitions and events that you agree to this policy.

**MEDICAL ATTENTION:**

At all times there is at least 1 staff member onsite trained in Senior First Aid. This person will attend to any issues that arise. Parents will be contacted in the event that a child is unable to continue class or if further medical attention, evaluation is needed.

**FIRST AID**

There is a first aid kit located in the downstairs kitchen. Parents can access this at any time for band aids, savlon etc.

**ICE**

Please be aware that icing an injury restricts the blood flow to the area, so if ice is given to a student for an injury they will not be able to continue to participate in the class as the cooled area will be more prone to injury. Parents will be contacted in this event, to come and collect their gymnast.

**ARRIVE ON TIME:**

Please aim for your gymnast to be at class at least 5-10 minutes before their starting time so we can ensure all lessons start on time. The start of the class is where gymnasts do their essential body preparation and it is important that they don't miss this. If a gymnast arrives late, they will need to complete separate warm up activities before they can join in with the rest of the group, this does cause difficulties for the coach running the group, so we appreciate that your gymnast is on time for class.

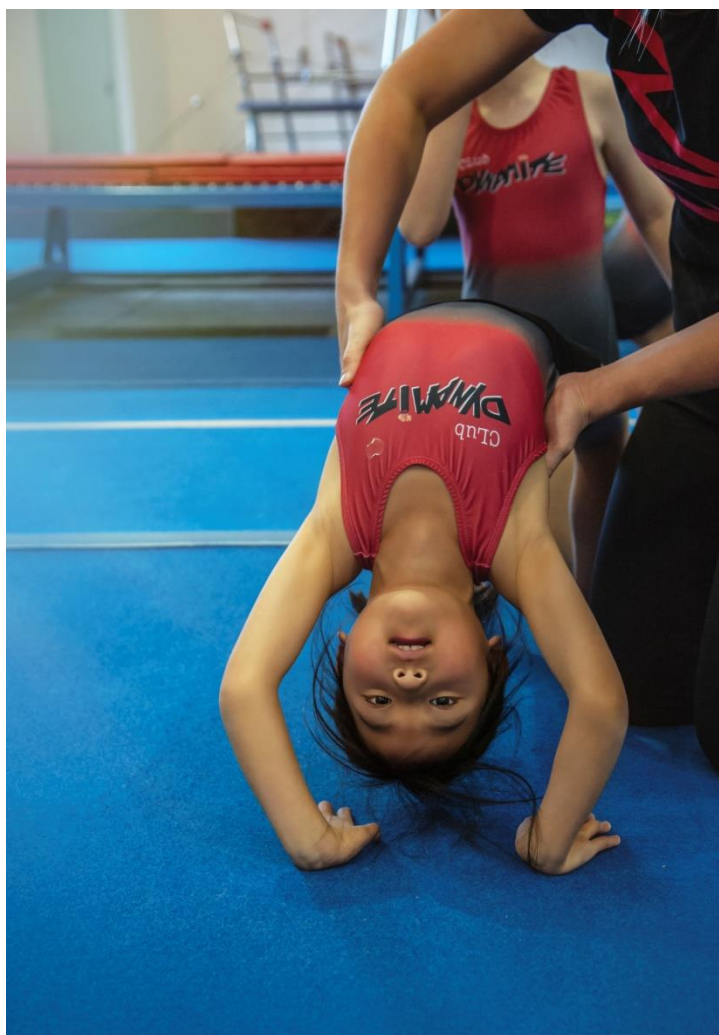
**LOST PROPERTY:**

There is a blue laundry basket in the locker room, where the kids keep their water bottles and shoes. All lost property will be placed in this basket. Periodically uncollected lost property will be donated to charity.

Club Dynamite takes no responsibility for any items brought into the gym, so please encourage your gymnast to leave items of value at home.

**COACHING TEAM:**

All Club Dynamite coaches are qualified and accredited gymnastics coaches with Gymnastics QLD and Gymnastics Australia. Our coaches are continually updating their knowledge, which is a requirement of their technical accreditation. Your gymnast will usually work with a variety of different coaches each lesson, each will bring a slightly different way of correcting and helping the children, which helps to enhance their learning.



### **EVENTS/COMPETITIONS:**

There are lots of exciting Club Dynamite events happening throughout the year, to keep gymnasts motivated and engaged in their training.

We have plenty of in class events like our team challenge, gradings, monthly strength challenges, theme weeks and the gym wide strength challenge. All your child needs to do is attend their regular classes to be a part of this fun. No costs are involved and there are always opportunities to earn awards.

### **MOVING UP A LEVEL**

Gymnasts are selected for classes based on their age and ability. Gymnasts are tested at regular intervals throughout the year and when they have mastered all the skills required for their current program, they will be invited to the next level. There is no set amount of time it takes to move from one level to the next, this will be a very individual journey for each child.



Gymnasts will be invited to different classes/pathways depending on their specific skills and abilities. They won't necessarily attend the same classes or pathways as other family members or friends.

All classes have very specific minimum and maximum ages, and entry requirements. We are unable to make any exceptions to these rules. The best interest of the child is always considered in their class placement to ensure they are developing safely and successfully.

Club Dynamite reserves the right to refuse or rescind a spot in any class or program for reasons of safety, ability, behaviour, commitment, strength and class availability.

Once our class timetable is set for the year, it will almost always remain the same for the remainder of the year, however, we do reserve the right to cancel or change a class time for reasons of coach availability, space availability in the gym and numbers booked in.

