



1712 Hyde Park Rd  
London, ON N6H 5L7  
(519) 474-4960 (phone) (519) 474-4970 (fax)

# Parent Handbook

## Fall Mini-Sessions 2021

Updated October 7, 2021

### About Gymworld:

*The goal of Gymworld is to provide children with a safe yet exciting opportunity to participate in gymnastics activities. We believe that childhood is a period of life when invaluable foundations are laid: personality and self esteem are fostered and physical and mental abilities are developed. Gymnastics is unsurpassed in its ability to develop strength, flexibility, balance and co-ordination as well as concentration, persistence, social skills and self-discipline, all of which form a strong foundation for lifelong activity, health and success.*

### Important Information:

#### **Gymnasts**

- gymnasts must wear their gymnastics clothes to the facility. Changerooms are unavailable at this time due to COVID-19
- girls should wear a body suit or shorts and a T-shirt (tucked in)
- boys should wear shorts and a T-shirt (tucked in)
- bare feet are required
- long hair must be tied back
- **gymnasts must be screened for COVID-19 symptoms before attending class. We ask that you submit a screening form for each child by of the class to confirm their ability to participate. See the “COVID-19 Protocols” section for more information.**

#### **Parents**

- **With COVID-19 protocols, we cannot allow spectators during classes, with the exception of ONE parent/guardian per Little Hopper child (4 & 5 years old), if needed**
  - Children 6 & up will wait outside the facility with their parents/guardians until they are called in by the coach (5-10 minutes before class time).
  - **Children 3 & under must be accompanied in the gym by a designated parent/guardian. All caregivers must be within arm’s reach and be interacting directly with their child for the duration of the class. **Additional spectators are not permitted.****

# REGISTRATION POLICIES

## Registration Process for Classes and Camps:

**Please register for classes online** through our website at [www.gymworld.ca](http://www.gymworld.ca). (You can access our registration site by clicking the “Register/Schedule” tab in the upper left corner). Due to COVID-19, we cannot accept in-person payments or registrations. Payments, including the use of Gymworld credits from our Winter and Spring 2020 sessions, are also to be made online. Successful online payments receive two detailed email confirmations, one from our site and one from PayPal.

## Registration Process for Gymworld Gems:

Gymworld’s newest Advanced program, the Gymworld Gems, is available to girls 4+ by invitation or assessment only. Registration is password-protected on our website, so please contact the office at [info@gymworld.ca](mailto:info@gymworld.ca) if you are interested in enrolling your daughter.

## Pro-Rated Class Fees:

We continue to accept registrations up to 4 weeks into each session. Registration stays open on our website and **prices are pro-rated to the number of classes remaining**. Please be sure to read this handbook and follow the instructions in your confirmation email to learn all pertinent information about the session.

## Important Dates:

<b>August 3</b>	<b>Registration opens for BOTH 2021 Fall Mini-Sessions (#1 and #2)</b>
<b>August 29-September 4</b>	<b>Last week of Summer Classes (Sun-Sat)</b>
<b>September 12-18</b>	<b>First week of Fall Mini-Session #1 Classes (Sun-Sat)</b>
<b>September 24</b>	<b>PA Day #1</b>
<b>October 10-11</b>	<b>Thanksgiving Holiday – no classes</b>
<b>October 26-November 1</b>	<b>Last week of Fall Mini-Session #1 Classes (Tues-Mon)</b>
<b>November 2-8</b>	<b>First week of Fall Mini-Session #2 Classes (Tues-Mon)</b>
<b>November 12</b>	<b>PA Day #2</b>
<b>December 14-20</b>	<b>Last week of Fall Mini-Session #2 Classes (Tues-Mon)</b>
<b>December 27-31</b>	<b>Holiday Camp</b>

Please see our calendar at <https://gymworld.ca/calendar.html> for all the important dates.

## Office Hours:

Fall Office Hours are as follows:

<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
Office closed	4:30-8:00pm	Office closed	4:30-8:00pm	4:30-8:00pm	Office closed	1:30-4:00

This times reflect when the office is open to answer phone inquiries or complete in-person administrative functions. Emails and voicemails are monitored Wednesdays through Mondays, and we make every effort to respond as soon as possible.

For the safety of the children in our programs, coaches will NOT leave them to perform office duties (i.e. payments, registrations).

## Fee Policies:

Program	Age	Class Length*	Fall Class Fees (7-week session)	Gymnastics Ontario / Annual Membership Fee**
<b>Recreational Classes</b>				
Stay & Play	3 years & under	45 minutes	\$140.00	\$40.00
Tumble Tots	2 years & under	45 minutes	\$140.00	\$40.00
Kindergym	3 years	45 minutes	\$140.00	\$40.00
Little Hoppers	4 & 5 years	45 minutes	\$140.00	\$40.00
Future Flyers	6 & 7 years	45 minutes	\$140.00	\$40.00
Future Flyers Tumbling	6 & 7 years	45 minutes	\$140.00	\$40.00
Gym Stars	8-9 years	45 minutes	\$140.00	\$40.00
Gym Stars Tumbling	8-9 years	45 minutes	\$140.00	\$40.00
Senior	10+ years	45 minutes	\$140.00	\$40.00
Senior Tumbling	10+ years	45 minutes	\$140.00	\$40.00
Family Bubble	Any	45 minutes	\$140.00 per person	\$40.00
<b>Advanced Classes – Gymworld Gems Program</b>				
Pearl	4-6 years Born 2015-2017	1.75 hours	\$240.00	\$40.00
Emerald	4-6 years Born 2015-2017	1.75 hours x 2 days/week	\$330.00	\$40.00
Jade	7-9 Years Born 2014-2012	1.75 hours	\$240.00	\$40.00
Amber	7-9 Years Born 2014-2012	1.75 hours x 2 days/week	\$330.00	\$40.00
Ruby	7-9 Years Born 2014-2012	2.75 hours x 2 days/week	\$425.00	\$40.00
Sapphire	10+ Years Born 2011 or Earlier	1.75 hours	\$240.00	\$40.00
Diamond	10+ Years Born 2011 or Earlier	1.75 hours x 2 days/week	\$330.00	\$40.00
Onyx	10+ Years Born 2011 or Earlier	2.75 hours x 3 days/week	\$520.00	\$40.00

**\* Classes have been shortened by 15-minutes to allow coaches time to clean as well as manage the ingress and egress of the facility. Please be mindful of these start and end times.**

\*\*Financing options may be available for Advanced classes. Please inquire through the office

\*\*The G.O. / Annual Membership Fee for the 2021-2022 season is \$40 + HST and applies to all children registered in any of our recreational programs. Each child in our program must be registered with Gymnastics Ontario for insurance and administrative purposes. This membership fee will cover each child's registration from the day they begin programs until June 30, 2022. This fee is non-refundable.

**Fees are due in full before beginning any session.**

## **Refund Policy:**

If, before the first class date, we are notified that a gymnast is withdrawing from their program, a full “fee” refund will be issued. If requested on or after the first class date, a pro-rated “fee” refund will be issued. The refund deadline is September 25<sup>th</sup> for Fall Mini-Session #1 and November 15<sup>th</sup> for Fall Mini-Session #2.

Pro-rated refunds that are requested prior to the deadline will be issued and will be calculated based on the number of classes that had taken place prior to the request being made, regardless of the child’s attendance in those classes.

If, after the session has begun, a request is made to switch classes to another day or time for any reason, that request will be subject to availability in the requested class.

## **COVID-19 PROTOCOLS**

Please read carefully through these protocols, as compliance is mandatory. You will also be required to accept a declaration of compliance and assumption of risk waiver upon registration, indicating agreement by you and/or your child to abide by these policies.

### **Parental Involvement**

#### **Children 3 & Under – Parent Participation**

Children 3 and under *must* be accompanied by a designated parent/guardian in the gym. This applies to our Tumble Tots (2 & under) and Kindergym (3 years) classes. The parent/guardian’s role is to assist with social distancing measures and provide hands-on assistance to children on the apparatus. Additional spectators are not permitted.

#### **\*NEW\* Children Aged 4 & 5 – Limited Parent Viewing**

**New this session, 4- & 5-year-olds (Little Hoppers) will not need a parent/guardian to accompany them in the gym.** However, we understand that some parents/guardians may not be comfortable with dropping off their 4-or-5-year-old at the door for class. For this reason, **we will have a small viewing area available for parents/guardians of Little Hoppers (4 & 5 years) *ONLY*. Only one parent/guardian per Little Hopper child may make use of this space on any given class day. A spectator pass must be obtained prior to being permitted access to the facility for class viewing. PLEASE SEE “VACCINATION POLICY” BELOW.**

#### **Children 6 & Over – No Spectators**

For children 6 & up (Future Flyers, Gym Stars and Senior classes), *no spectators* are permitted. This is to ensure we do not exceed maximum capacity or violate social distancing protocols. Children will wait outside the facility with their parents until the coach invites them in 5-10 minutes prior to the class start time.

### **Vaccination Policy (UPDATED OCTOBER 7, 2021)**

On October 6<sup>th</sup> 2021, Huron Perth Public Health, the Middlesex-London Health Unit and Southwestern Public Health announced that **“Proof of COVID-19 vaccination will now be required for anyone over the age of 12 who enters an indoor area of a sports or recreational fitness facility** to participate in, coach, officiate, or watch organized sport. The requirement will come into effect on October 31<sup>st</sup>.”

### **Drop Off & Pick Up Procedures**

Children will need to wait outside with a parent/guardian until a coach calls the children in one-by-one, 5-10 minutes prior to the class start time. The doors to the facility will be otherwise locked, so please make sure to arrive on time for class.

Similarly, to exit, children will be let out of the building one-at-a-time at the end of class. It is expected that parents/guardians come out to meet their child and bring them to their vehicle. For safety reasons, children will not be let out of the building until the coach can clearly see the child’s parent/guardian ready to receive them. Children will only be released to those designated with permission to pick-up. *Please arrive on time for pick-up.*

## Pre-Class Screening

To ensure no participants show symptoms of the COVID-19 virus, we ask that everyone entering the facility complete a pre-screening questionnaire. **This form is available on our website [here](#) (top left tab “COVID Form”), or as a hard copy or scanned QR code upon arrival at the facility.** We ask that you complete one form for each participant prior to each class. *Please do not attend class if your child or anyone in their household shows symptoms of COVID-19.*

## Mask Protocols

**At this time, children aged 4 years & older will be asked to wear a mask for the duration of their class.**

Children aged 3 & under are asked to wear a mask to enter and exit the facility, and to use the washrooms. They are not required to wear a mask while exercising in the gym.

All coaches will wear a mask. All parents/guardians must wear a mask while in the facility, including when assisting a child in the gym (i.e. during a Tumble Tots, Kindergym or Little Hoppers class).

We will update members via email with any changes to our mask policy.

## Social Distancing Protocols

Everyone in the gym must adhere to social distancing protocols (with the exception of parents/guardians assisting their child aged 3 and under). **This means that coaches will not be spotting gymnasts or providing ‘hands-on’ assistance at this time.**

## Hygiene Protocols

- Children will be asked to sanitize their hands between each rotation
- To limit the use of washrooms, please ensure your child is dressed and ready for gymnastics *before* arrival

## Cleaning Protocols

- In accordance with provincial and local regulations, equipment and gym spaces will be frequently cleaned/disinfected, especially high-touch and high-traffic areas (i.e. washrooms, door handles)
- The facility will be thoroughly cleaned and sanitized at the end of each day

## OTHER POLICIES

### Information Privacy Policy (Updated August 28, 2020)

Gymworld Inc. is committed to protecting your privacy and the privacy of all our members, clients and visitors. Upon registering for any of our programs, you may be asked to provide information that personally identifies you, your child(ren) and other caregivers. This information is used to ensure the safe provision and quality of the program(s) for which you register and allows for the ability to contact you, if and when necessary, with information about your membership or additional programs or services provided by Gymworld Inc. Member or client information is used by Gymworld Inc.’s administrative staff for administrative purposes only, as well as by our coaching staff for the purpose of providing appropriate programs and services for each member or client. Files are kept for each member which include - but are not restricted to - registration forms submitted for programs, fee information for such programs, copies of progress reports, and notes or information we believe to be relevant to providing our programs and services to the best of our ability. Such files are kept for up to seven years following the latest date of registration and, when appropriate, are destroyed by shredding. Gymworld Inc. will not share any personal information with additional parties without your consent, other than if required to do so by law, or in good faith belief that such disclosure is necessary either to comply with the law, to prepare and defend the rights and properties of Gymworld Inc., or to protect a member or client of Gymworld Inc.

Registration in any of our programs or submission of any Gymworld Inc. form implies your agreement to our Information Privacy Policy statement.

## **Social Media Privacy Policy (Updated August 28, 2020)**

New this session, we are looking to showcase our gymnasts on social media! The registration process includes a photo consent disclosure, which can be changed or revoked at any time. Please email [info@gymworld.ca](mailto:info@gymworld.ca) if you have any questions or concerns.

To see these and other great photos, Like us on Facebook and Follow us on Instagram!

[www.facebook.com/GymworldInc](http://www.facebook.com/GymworldInc)

[www.instagram.com/gymworldinc.london](http://www.instagram.com/gymworldinc.london)

## **Special Needs Policy (Updated August 28, 2020)**

Gymworld Inc. is committed to providing an inclusive program for all children from eighteen months of age and up. Children with special needs are welcome to participate in our programs provided we can offer a safe environment for their particular special need.

Regardless of the level of integration (from fully integrated to requiring 1-on-1 support) it is imperative that we receive full disclosure from the family regarding the precise nature of the special need **prior to registration**. An additional form may be required to be completed by the parent or guardian of the child. For children with Down's Syndrome, a cervical x-ray must be completed and the results must be negative in order to participate. All children participating in our programs must be able to go to the bathroom independently or have their own support provided in the event that they need to use our bathroom facilities.

Due to social distancing measures, Gymworld staff **cannot** provide one-on-one support to children with special needs. We continue to welcome any child needing one-on-one assistance to participate in our programs, so long as they can provide their own support person (i.e. parent/guardian) and with that support are able to maintain social distance with other gymnasts. Please email [info@gymworld.ca](mailto:info@gymworld.ca) to arrange this accommodation.

## **FAQs**

### **1. Is there a spot to put coats and shoes?**

Upon arrival, children (and participating adults) will be asked to remove their shoes and place them on a shelf by the gym door. Coats may also be placed on these shelves or hung on hooks by the front door.

### **2. Should my child bring a water bottle?**

There are no drinking fountains in the facility, and our vending machine will be closed. We suggest that children bring a water bottle, which they will need to carry with them to each gym rotation. *Only water is permitted in the gym.*

### **3. What happens if my child misses a class?**

Unfortunately, there are *no make-up days for missed classes*. This applies even if a child is unable to participate due to COVID-19 symptoms or being told to isolate by a doctor, health care provider or public health unit.

If classes are cancelled due to weather, a COVID outbreak, or any other unforeseeable event, we will update our website at [www.gymworld.ca](http://www.gymworld.ca) as well as our phone message and social media accounts. In the event of a closure or shutdown, we will make every effort to make programming available online.

Please refer to our screening questionnaire to determine whether or not your child is able to attend class. Please **do not** bring your child to gymnastics if they show symptoms of the COVID-19 virus.