



**Adventures in Gymnastics**

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# Parent Handbook

## Winter Session 2022

Updated November 14, 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
- 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 before bringing them into the facility to confirm their ability to participate. See the "COVID-19 Protocols" section for more information.**

#### **Parents**

- **At this time, we cannot allow any spectators during classes.**
- Children will wait outside the facility with their parents/guardians until they are called in by the coach (5-10 minutes before class time).
- **Tumble Tot and Kindergym children MUST be accompanied in the gym by a designated parent/guardian. All caregivers must show valid proof of vaccination against COVID-19 in order to access the facility with their child. They must also be within arm's reach and be directly interacting with their child for the duration of the class. Additional spectators are not permitted in the facility at this time.**
- you may speak with your child's coach before or after class, or at a time that is convenient for you both (you may also leave a message for him/her at the main office)
- there will be NO make-up classes
- if classes are cancelled due to weather or any other unforeseeable event, we will update our website at [www.gymworld.ca](http://www.gymworld.ca) and will update our phone message as well

# 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). 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 Gymnastics 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:

November 15	Registration opens for Winter Session 2022
November 15	Holiday Camp registration begins
December 14-20	Last Day of classes for Fall Mini-Session #2
December 28-31 (4 days)	Holiday Camp
January 3-9	Winter Session classes begin
January 14	P.D. Day Camp*
January 16	Deadline for winter session refund requests
January 31	March Break Camp registration begins
February 21	Family Day – NO CLASSES
February 28	Spring session registration begins
February 28	Summer Camp registration begins
March 4	P.D. Day Camp*
March 13 - 19	March Break – NO CLASSES
March 14 - 18	March Break Camp **
April 5-11	Last Day of Winter Session classes – PARENT SHOW

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

\* Our P.D. Day Camp days coincide with both the Thames Valley District School Board and the London District Catholic School Board and their combined Friday Professional Development Days. The goal of this program is to provide children and parents a great alternative for those days when there is no school and parents are concerned with finding child care and children just want to have fun! Full day and half day camps are both available and are structured similarly to our March Break and summer camps. Registration for all 2021-2022 PD Day Camps is available online.

\*\*Our March Break Camp will run with both full-day and half-day morning options. The minimum age is 5 years for full-day camp, and 4 years for half-day camp. Registration for all interested campers will begin Monday, January 31<sup>st</sup>.

## Office Hours:

These times reflect when the office is open to answer phone inquiries or complete in-person functions. Emails and voicemails are monitored every day except Tuesday and we make every effort to respond as quickly as possible.

For the safety of the children in our programs, coaches will NOT leave them to perform office duties outside of office hours (i.e. payments, registrations). Please feel free to call us at (519) 474-4960 and we will return your call during office hours. Alternatively, you can e-mail us at [info@gymworld.ca](mailto:info@gymworld.ca). We will return your e-mail as soon as possible.

Winter Office Hours (tentatively scheduled) are as follows:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Office closed	4:30-8:00pm	Office closed	4:30-8:00pm	4:30-8:00pm	Office closed	9:00am-1:00pm

## RELEVANT CLASS INFORMATION

### Tumble Tots & Kindergym Children – Parent Participation

Children in our Tumble Tots and Kindergym classes *must* be accompanied by a parent/guardian in the gym. This applies to our Tumble Tots (2 & under) and Kindergym (3 & 4 years) classes, as well as children in that age range participating in Family Bubble classes. The parent/guardian's role is to assist with social distancing measures and provide hands-on assistance to children on the apparatus. This person must show proof of vaccination to enter the facility (Please see "Vaccination Policy"). Additional spectators are not permitted.

### Junior Jumpers

Our new "Junior Jumpers" classes are for children who are 4 & 5 years of age. These classes have replaced the previously termed "Little Hoppers" classes, with the only difference being that spectators (parents/guardians) will not be permitted inside the building. The program is drop-off/pick-up only. For those 4-year-olds who are not yet comfortable with that level of independence or who may require a little extra help on the gymnastics equipment or with social distancing, we invite you to register them in our enhanced Kindergym program (see above) which will now include both 3 and 4 year-olds, participating with a parent/guardian.

### No Spectator Policy – (UPDATED NOVEMBER 14, 2021)

At this time, *no spectators* are permitted for any of our classes. 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. Thanks in advance for your understanding.

### End-of-Session Showcase \*\*NEW THIS SESSION\*\*

The last day of the winter session will be a showcase day, where parents/guardians who show proof of vaccination will be able to enter the facility to watch their child perform. More details will be provided closer to this event, as details will depend on the COVID-19 restrictions at that time.

## FEE POLICIES

The following fees are based on a thirteen-week session of gymnastics. There will be no regular classes on **Monday, February 21<sup>st</sup> (Family Day)**. There will also be no regular classes **Sunday, March 13 through Saturday, March 19 (March Break)**. All fees are subject to HST.

Spots can now be held, pending payment, for up to one week following registration. On day 7, an email reminder will be sent. If payment is not received or payment arrangements are not made through the office by the 10<sup>th</sup> day after registration, the held spots will be removed from the respective class or camp. If that happens, an additional email will be sent as notice that those spots have been deleted.

## Winter 2022 Class Fees

Program	Age	Class Length*	Winter Class Fees (13-week session)	G.O. / Annual Membership Fee**
<b>Recreational Classes</b>				
Tumble Tots	2 years & under	45 minutes	\$260.00	\$40.00
Kindergym***	3 & 4 years	45 minutes	\$260.00	\$40.00
Junior Jumpers***	4 & 5 years	45 minutes	\$260.00	\$40.00
Future Flyers	6 & 7 years	45 minutes	\$260.00	\$40.00
Future Flyers Tumbling	6 & 7 years	45 minutes	\$260.00	\$40.00
Gym Stars	8-9 years	45 minutes	\$260.00	\$40.00
Gym Stars Tumbling	8-9 years	45 minutes	\$260.00	\$40.00
Senior	10+ years	45 minutes	\$260.00	\$40.00
Senior Tumbling	10+ years	45 minutes	\$260.00	\$40.00
Family Bubble	Any	45 minutes	\$260.00 per person	\$40.00
<b>Advanced Classes – Gymworld Gems Program****</b>				
Pearl	4-6 years (Born 2015-2017)	1.75 hours	\$455.00	\$40.00
Emerald	4-6 years (Born 2015-2017)	1.75 hours x 2 days/week	\$615.00	\$40.00
Jade	7-9 Years (Born 2012-2014)	1.75 hours	\$455.00	\$40.00
Amber	7-9 Years (Born 2012-2014)	1.75 hours x 2 days/week	\$615.00	\$40.00
Ruby	7-9 Years (Born 2012-2014)	2.75 hours x 2 days/week	\$780.00	\$40.00
Sapphire	10+ Years (Born 2011 & earlier)	1.75 hours	\$455.00	\$40.00
Diamond	10+ Years (Born 2011 & earlier)	1.75 hours x 2 days/week	\$615.00	\$40.00
Onyx	10+ Years (Born 2011 & earlier)	2.75 hours x 3 days/week	\$975.00	\$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.**

\*\*A Gymnastics Ontario (G.O.) / Annual Membership Fee of \$40 + HST applies to all children registered in any of our programs. Each child in our program must be registered with Gymnastics Ontario for insurance and administrative purposes. This membership fee covers each child's registration from the day they begin programs until June 30, 2022. Children who attended our Summer 2021 Mini-Session classes or our Fall 2021 Mini-Session classes have already paid this fee for their 2021-2022 season. This fee is non-refundable.

\*\*\*\*Financing options are available for our advanced Gems classes. Please inquire through the office.

## **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 January 16<sup>th</sup>.

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 through these protocols carefully, 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.

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

On October 6th 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>.”

This requirement applies to all coaches, volunteers, administrative staff, all participants 12+, and all parents/guardians participating with their Tumble Tots or Kindergym children. Participants just turning 12 are given a 3-month period within which to receive their vaccinations. Proof of valid vaccination will be checked at the door. If possible, please download the Enhanced Vaccine Receipt with QR code and have it ready for a smooth transition into the facility.

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

Children will need to wait outside with a parent/guardian until a coach calls them in one-by-one, 5-10 minutes prior to class. 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 [here, on our website \(top left tab “COVID Form”\)](#), 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

Children 4 years of age & older are required to wear a mask for the duration of their class. Children 3 years of age & under are required to wear a mask to enter and exit the facility, and to use the washrooms. They are not required to wear a mask while participating in the gym but it is recommended, if tolerated.

All coaches will wear a mask and all parents/guardians must wear a mask while in the facility, including when assisting a child in the gym during a Tumble Tots or Kindergym 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 children during a Tumble Tots or Kindergym class). **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)**

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 our 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 November 13, 2021)**

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. Gymworld staff are not trained nor licensed to toilet children. Please refer to the following guidelines for children who require 1-on-1 assistance in the gym:

Due to social distancing measures, Gymworld staff **cannot** provide one-on-one support to children with special needs at this time. 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 remember that everyone aged 12+ must provide valid proof of vaccination against COVID-19 in order to be allowed into the facility. This policy includes those providing 1-on-1 support to a child enrolled in our classes or camps. 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. 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 do not bring your child to gymnastics if they **or anyone in their household** shows symptoms of the COVID-19 virus.