



Policy Document

Replacement Class (Make-Up) Policy

Approval Date	Next Review	Author/Modifier
1/3/18	1/3/19	General Manager

Policy Rationale and Purpose

This policy has been generated to give BTYC's programs a clear, transparent and consistent process for all members, when replacing missed classes. This policy, alongside the clubs medical refund policy, will give options to members who cannot attend their scheduled classes during regular Term time.

Policy Description

Outlined below, is the specific class replacement process for BTYC's programs. Members must sign-up for these classes at the latest 48hrs prior to attendance, so coach ratios can be managed correctly by each Program Manager. You will find these classes listed under camps in the parent portal. Links to the parent portal can be found easily through the BTYC Website.

Boys and Girls Recreational Classes

Recreational gymnasts will have opportunities during the 'end of term' holidays, to replace a maximum of two classes, that have been missed during the previous term.

Pre-booking these classes through the Parent Portal is essential to allow for correct coach ratios. This should be done no later than 48hrs before the scheduled replacement classes takes place.

MAG and WAG

Gymnasts will have the opportunity to make-up a maximum of two classes at the end of each term. These sessions will be advertised on the Squad Holiday Timetable.



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Rather than replacement classes for specific gymnasts or squads, Competitive programs will group levels together for the purposes of making up lost sessions. There will be one replacement class delivered during each week of the end of term holidays, for both Junior Levels (Levels 1-4) and Senior Levels (Levels 5 and above).

Junior Levels (1-4): This session is open to anyone who has a class to replace and has trained the previous term in Levels 1, 2, 3 or 4 only.

Senior Levels (5 and above): This session is open to anyone who has a class to replace and has trained the previous term in Levels 5 or above, only.

Athletes will have the same start time, but finishing times will differ, based on the normal class length they have.

Please note: Replacement sessions are separate to normal compulsory holiday training timetables expectations.

Trampoline and Tumbling

Trampolinists and Tumblers will have the opportunity to make-up a maximum of two classes at the end of each term. These sessions will be advertised on the Holiday Timetable.

Rather than replacement classes for specific gymnasts or squads, gymnasts from the Trampoline and Tumbling program will train as one group, for the purposes of making up lost sessions. There will be one replacement class delivered during each week of the end of term holidays.

Athletes will have the same start time, but finishing times will differ, based on the normal class length they have.

Gymstar

Gymstar athletes will have the opportunity to make-up a maximum of two classes at the end of each term. These sessions will be advertised on the Squad Holiday Timetable.

Rather than replacement classes for specific gymnasts or squads, the Gymstar programs will group levels together for the purposes of making up lost sessions. There will be one replacement class delivered during each week of the end of term holidays, for both Junior Levels (Levels 1-5) and Senior Levels (Levels 6 and above).

Junior Levels (1-5): This session is open to anyone who has a class to replace and has trained the previous term in Levels 1, 2, 3, 4 or 5 only.

Senior Levels (6 and above): This session is open to anyone who has a class to replace and has trained the previous term in Levels 6 or above, only.

Athletes will have the same start time, but finishing times will differ, based on the normal class length they have.



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Policy Exclusions

Kindergym

The Kindergym replacement class policy, allows members to make-up for missed classes during normal term time. Unlike BTYC's other programs, no additional end of term holiday classes will run. This specific rule for Kindergym has been developed as the class times for Kindergym have no impact on any other program running at BTYC. However, should this change, a policy review may take place.



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