



# AEROBICS PROGRAM

## COMMUNICATION

A vital key to the success of any program at our Club is 'parents'. From the commencement of the term, we endeavour to establish effective methods of communication between the Club, Coaches and parents. This helps to ensure a clear understanding of Club program expectations, protocols and policies. To achieve this, we hold meetings each year with squads and their Coach to ensure that families are well informed and able to be part of each athlete's learning experience at BTYC.

Should you need to meet with your Coach, please arrange a time either before or after a training session. Under no circumstances should the Coach be approached during a training session.

BTYC has a policy to deal with the handling of complaints. In the event that you wish to make a complaint, please speak with your child's Coach in the first instance. If the matter is unable to be resolved, or it's not appropriate to speak with the Coach, the matter should be raised with the relevant Program Manager. Options for further escalation can be outlined at this point, if needed to the General Manager.

If the matter relates to Child Safety, the appropriate contact is our Child Safety Champions, Rhiannon Mactier ([office@btycgymnastics.org.au](mailto:office@btycgymnastics.org.au)) and Alysha Browne ([alysha@btycgymnastics.org.au](mailto:alysha@btycgymnastics.org.au)). For Member Protection Information please contact David Hunsdale, who can be contacted at [david@btycgymnastics.org.au](mailto:david@btycgymnastics.org.au)

## COMMON QUESTIONS & ANSWERS

### GYMNAST CODE OF CONDUCT

**ALL gymnasts training at BTYC Gymnastics are required to abide by the following Code of Conduct:**

- Come to training appropriately attired, i.e. leotard, t-shirt, shorts. No jeans, dresses, crop tops or shoes. Bare feet are required for gym and socks or tramp shoes for trampoline. Long hair must be tied back. No hair pins or clips. No jewellery, watches or items in pockets
- Bring your own drink bottle. Do not consume drinks other than water on the floor area
- Listen and fulfill your Coach's instructions to the best of your ability
- Do not argue with an Official or Coach. If you need clarification, approach your Coach or have your parent approach the Official / Coach after the competition / training session and ask for clarification
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion
- Do not use bad language (swearing) under any circumstances
- Stay with your Coach and squad at all times and seek permission from your Coach to leave the group, e.g. to go to the toilet
- Be safety conscious and look where you are going. No running. Look before walking in front of other equipment, e.g. vault

- Disclose any specific medical conditions, injuries or illnesses your child may have using the child's medical section in the parent portal and if it is a new injury, discussing with the coach before the start of a training session
- Do not enter the gym area or go on equipment under any circumstances unless supervised by your Coach in a class
- Follow BTYC uniform policy for official events.

## **DISCIPLINE**

BTYC Gymnastics has a specific policy which outlines the process in the event that an athlete breaches the Gymnast Code of Conduct. Consequences depend on the severity of the breach and will include, but are not limited to, the following:

- issuing a warning, requiring verbal or written apology;
- a letter of reprimand from BTYC Gymnastics Club Inc.;
- counseling from the Program Manager or General Manager; and / or
- removal / suspension from the Club.

## **WHAT'S INVOLVED IN TRAINING?**

Aerobics classes can include any or all of the following:

- Structured Warm Up's
- Skill Specific
- Routine Practice & Development
- Strength & Conditioning
- Assessments & Testing
- Flexibility Training or Appropriate Cool Down Activity

## **HOW ARE SQUADS STRUCTURED?**

Athletes are in classes based on their gymnastics ability. Higher level athletes train more hours each week. The minimum training hours expectation for each group is specific to what BTYC coaching staff deem to be the best structure for safe and competent skill display at competition for that specific level of gymnastics.

<b>Level</b>	<b>Training Hours</b>	<b>Sessions</b>
Junior Competitive (Age 7-14)	1.5 hours training per week	1 session per week
Senior Competitive (Age 14+)	4-5.5 hours training per week	2-3 session per week

## **WHAT ARE THE ATTENDANCE EXPECTATIONS?**

Training sessions may be offered during the school holidays, as well as during the term.

Training sessions during the holidays are different to term training, as we need to work around the other things happening in the gym over the holidays.

Athletes are expected to attend all training sessions, and to notify the Program Manager if they are going to be absent.

## **WHAT IS THE CORRECT UNIFORM?**

Please follow the Aerobics specific uniform policy, which can be found on the club website.

[CLICK HERE](#) to view

## **PARENT CODE OF CONDUCT SQUAD TRAINING VIEWING POLICY**

BTYC Gymnastics allows parents to view squad training sessions. This may be reviewed should we encounter any of the following:

- athletes being distracted by parents (coaching from the sidelines or over-monitoring behavior)
- lack of athlete concentration that can lead to athletes endangering themselves whilst doing skills

**ALL parents who have gymnasts training at BTYC Gymnastics are required to abide by the following Code of Conduct:**

- Encourage children to participate, do not force them
- Focus on the child's efforts and performance, rather than medals and scores
- Encourage children to always play according to the rules
- Remember that children learn best by example - appreciate good performances of other athletes
- Respect Officials' decision and teach children to do likewise
- Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion
- Do not make comments about, or verbally abuse other children. **It is the sole responsibility of the Coach to direct children during training**, with the exception of Kindergym parent assisted classes
- Ensure as a parent / guardian you make your child aware of the Gymnast Code of Conduct and abide by this Code
- **Manningham Disc:** Athletes and parents / carers must wait upstairs before and after classes. No child is to wait for parents in foyer or outside the gym  
**Mullum Mullum:** Athletes and parents / carers must wait in the foyer before classes and may watch classes from inside the court when class is in progress
- Ensure that siblings of participating members (especially during Kindergym classes) do not play in the gym area even if they are supervised by an adult. They are not covered by insurance if they are not registered members being supervised by a Coach
- Abide by the Gym Rules at all times
- **Abide by the Manningham DISC and Mullum Mullum rules and regulations, including appropriate use of the car park (i.e. no double parking near entrance, no parking in turning circle)**

## **MEDICAL CONDITIONS**

BTYC Gymnastics is an inclusive Club and will invite athletes with special needs into squads if they have the necessary skills to partake at that level. We also have a comprehensive asthma policy and anaphylaxis policy to ensure that all participants are catered for.

It is essential that families advise the Club of any medical conditions prior to commencing training.

Any athlete who requires medical attention for an injury obtained within or outside of the Club, is required to supply a medical certificate and documentation from their medical practitioner regarding

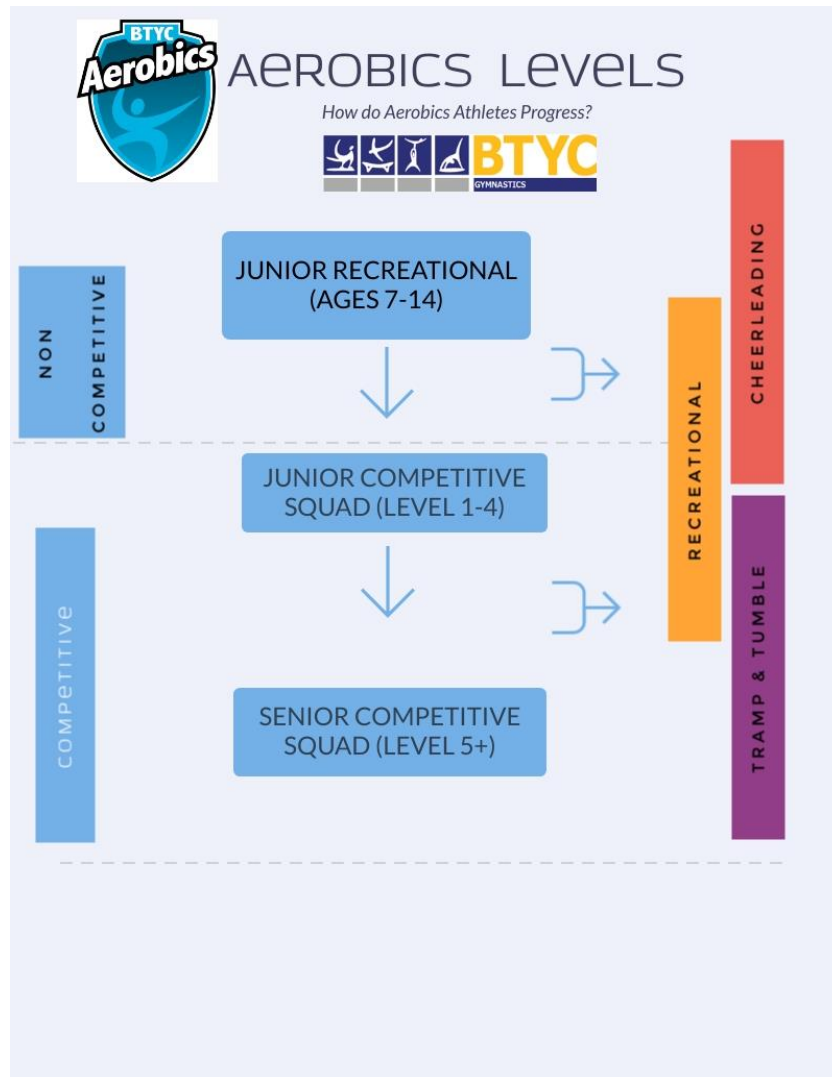
activities that can and cannot be completed by the athlete. BTYC are accommodating of athletes who are carrying injuries, and are happy to modify programs within guidelines by a medical practitioner.

## HOW & WHEN DO ATHLETES MOVE FROM SQUADS &/OR PROGRAMS?

All athletes will progress at different pace, and children will not always progress one level each year like school. Children will have testing that takes place in class that will help both families and coaches understand how children are progressing and if they are ready for the next level. Coaches and Managers will use both testing and (if applicable) competition results to determine the most suitable squad placement for each athlete.

Aerobics can help children move into many different programs.

Look at the below flowchart to see all the options for Aerobics athletes.



## COMPETITIONS

It is expected that all squad athletes enter competitions. The type of competition and the level at which the athlete competes is determined by the Program Manager and coaching team.

## WHAT DO ATHLETES TAKE TO A COMPETITION?

- A drink bottle containing water (no soft drink allowed on the floor)
- Small clean snack (i.e. sandwich, fruit, or muesli bar – please limit lollies and chocolate)
- Aerobics competitive leotard, sheer tights and BTYC tracksuit
- Plain white socks, with white runners (proper aerobics shoes preferred)
- Small bag to keep belongings in

## COMPETITION DATES / COSTS

Comp calendars are usually finalized by early February and will be available for all members to see, some competition dates can change based on availability, this will be communicated to family as early as possible.

Competition season can run from around June through to November. Athletes and families are informed about which competitions they will compete at through the competition calendar at the start of the year. Some competitions aren't released at the start of the year, so may be added to the calendar at a later date. If this is the case, it will be communicated to families. Competitions can cost around \$50+ depending on your level, and how many events you are entering per competition (subject to change).

## WHERE & WHEN WILL AEROBICS ATHLETES COMPETE?

Competitions are held in clubs around Melbourne, and they will run for approximately 3-4 hours. If athletes enter more than one event, they may have more than one session in a day. Schedules for events will be emailed to families when they are received, usually between 1-2 weeks prior to an event.

## GENERAL INFORMATION

### COMMITTEE / STAFF

BTYC Gymnastics is a 'committee-run organisation'. The BTYC Committee of Management meets once per month to look at the strategic and budgeting aspects of the Club. It is vital to maintain a strong Committee to ensure the successful running of our Club. The Committee aims to have at least one parent representative from each Program on the Committee at all times.

If you are interested in joining the committee, please speak with either the General Manager or Club President.

BTYC Gymnastics is a 'Not for Profit' sporting Club, and as such, relies heavily on parent involvement and help in a variety of different areas throughout the year. You will receive regular e-mails and notices advising of any assistance sought with competitions, Club activities etc.

The following staff are responsible for day-to-day operations at BTYC Gymnastics:

Program	Role	Name	E-Mail
<b>Office</b>	General Manager	David Hunsdale	<a href="mailto:david@btycgymnastics.org.au">david@btycgymnastics.org.au</a>
	Office Manager	Susie Guttman	<a href="mailto:susie@btycgymnastics.org.au">susie@btycgymnastics.org.au</a>
	Accounts	Debra Tomsett	<a href="mailto:accounts@btycgymnastics.org.au">accounts@btycgymnastics.org.au</a>
	Customer Service representative Customer Service representative	Rhiannon M Adele Wilkie	<a href="mailto:admin@btycgymnastics.org.au">admin@btycgymnastics.org.au</a> <a href="mailto:office@btycgymnastics.org.au">office@btycgymnastics.org.au</a>
	Child Safety Champions	Alysha Browne Rhiannon Mactier	<a href="mailto:alysa@btycgymnastics.org.au">alysa@btycgymnastics.org.au</a> <a href="mailto:office@btycgymnastics.org.au">office@btycgymnastics.org.au</a>
<b>MAG</b>	MAG Program Manager	Lachlan Graham	<a href="mailto:lachlan@btycgymnastics.org.au">lachlan@btycgymnastics.org.au</a>
<b>WAG</b>	WAG Program Manager	Alysha Browne	<a href="mailto:alysa@btycgymnastics.org.au">alysa@btycgymnastics.org.au</a>
<b>Gymstar</b>	Gymstar Program Manager	Bridget O'Donnell	<a href="mailto:bridget@btycgymnastics.org.au">bridget@btycgymnastics.org.au</a>
<b>TRP &amp; TUM</b>	Trampoline & Tumbling Program Manager	Jordan	<a href="mailto:jordan@btycgymnastics.org.au">jordan@btycgymnastics.org.au</a>
<b>CHEER</b>	Cheerleading Program Manager	Leonie Blyth	<a href="mailto:leonie@btycgymnastics.org.au">leonie@btycgymnastics.org.au</a>
<b>AERO</b>	Aerobics Program Manager	Eve Hinchliffe	<a href="mailto:eve@btycgymnastics.org.au">eve@btycgymnastics.org.au</a>

**The primary contact point for all squad queries is the Program Manager for each program.**

### POLICIES & PROCEDURES

BTYC Gymnastics has a number of Club Rules, Policies and Procedures that relate to squads and general operations. This information, along with other valuable information, can be viewed at the BTYC website – [www.btycgymnastics.org.au](http://www.btycgymnastics.org.au).

## **PAYMENT OF SQUAD FEES**

BTYC's preferred method of payment is through automated monthly direct debit. This can be set-up through the parent portal, by inputting valid credit card details on to your account. Your relevant monthly charge details are sent with initial squad offers, usually at the end of each year.

### ***Please note:***

- ***Any gymnast who chooses to withdraw from the Aerobic program are required to give 14 days written notice.***

