

# RECREATIONAL HANDBOOK

2026



## Important information

This Recreational handbook provides important information about your child's enrolment in the Recreational program at BTYC Gymnastics and the conditions of participation. This document is subject to change and will be communicated to you via email when any changes occur. Everything you need to know about the Recreational program is included in this handbook.

Your point of contact for Recreational related questions is the **Recreational Program Manager, Ebony**

**Email: [ebony@btycgymnastics.org.au](mailto:ebony@btycgymnastics.org.au)**

### Program Aims

- Present a challenging, fun, and safe environment.
- Improve co-ordination for body awareness and balance.
- Develop strength and flexibility, for life's constant challenges.
- Assist in developing posture and confident body movement.
- Build Fundamental skills and shapes of Gymnastics

### Benefits of Gymnastics

- Increases creativity and develops self-confidence, for sport and life.
- Develops healthy minds and bodies for present and future life.
- Improves coordination and agility, for body awareness and balance.
- Develops posture and confident body movement, including the ability to land safely which can be applied to many different situations.
- Assists with strength and flexibility, for life's constant challenges.

## EXPECTATION

### Communication

- Termly emails of club rules, policies, and expectations + any other information
- Newsletter x 1 per term

### Events

- Recreational Friendly Competition mid year
- End of year Display Day

### Level & Testing

- Level testing x 2 per year

### Late/ Leaving early

- if you are 10 minutes late to class please check in at the office
- If your child need to leave early please communicate this to the front office so they can collect your child for you.



# Tuition and Payment

## Autopay

For payments of fees, BTYC has the option of direct debit from a bank account or a credit card. This is BTYC's preferred method of payment. We use the services of Integrapay along with our current banking institution Westpac and payment gateway provider PayWay so you can be assured of security of your payment details in line with legislation.

On the 15th of every month, the monthly class charge will be added to your iClass account and on the 1st of the following month through our Autopay system; we will withdraw funds from your nominated bank account or charge your credit card for the total amount outstanding on your statement. For this Autopayment to occur, we require you to input and save your nominated payment details into your account on the iClass Customer Portal or contact the office for assistance on 9841 4773.

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## Withdrawal From the Program

Any gymnast who chooses to withdraw from the Recreational program is required to give two weeks written or verbal notice.

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## School and Public Holidays

BTYC Gymnastics does not operate during public holidays. You will not be charged for classes that fall on these days.

Recreational classes do not run during School holidays, however, there is optional Holiday Program sessions available that you can book into and pay for at time of booking.





# Training Inclusions



Recreational classes can include any or all of the following:

- Structured Warm Up's - classes combine for their warm up, where they do 10 minutes at the start of class for a fun game and then shapes
- Skill and Apparatus Specific Training on all 9 apparatus (Vault, Bars, Beam, P-Bars, Rings, Pommel, Trampoline, Pit area, and Strength)
- Skill Assessments & Testing
- 1 hour class structure: 10 minutes at the start of class for a warm up game and important shapes/ stretches, 3 15 minute rotations, then the class will finish with 5 minutes of pack up/ gymnast of the day award time.
- If you are looking for private sessions these are organised directly through the coaches.
- All our coaches are accredited and qualified by GA and hold WWCC

## Structure

Level	Training Hours	Sessions
Bronze	1 hr training per week	1 session per week
Silver	1 hr training per week	1 session per week
Gold	1 hr training per week	1 session per week
Junior Team	1.5hrs training per week	1 session per week
Senior Team	2hrs training per week	1 sessions per week
All Abilities	45mins training per week	1 sessions per week
Trampoline & Tumbling Rec	1hr or 2hrs training per week	1 sessions per week

# Absences

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If you know you are going to be absent, we appreciate being informed so we can plan for the class appropriately. To notify of an absence please email the admin team, [admin@btycgymnastics.org.au](mailto:admin@btycgymnastics.org.au) or call the office on 9841 4773

## Make up Classes:

For the recreational classes you are allowed a maximum of 2 make ups per term that can be booked into in the school holidays.

This means, if you have had 2 or more absences in a term, you can do 2 make up classes in that term holidays. If you have 1 absence in a term you can only do 1 make up class in that term holidays. If you have not had any absences in a term you are not eligible for any make up classes in that terms holidays. If you have missed the opportunity to do the term make up class or have more then 2 absences they **do not** roll over to the next term.

The recreational make up classes are class specific as well. If you are in a Bronze class you can only book into the Bronze labeled make up class. If you are in a Tramp and Tumble class you can only book into a Tramp and Tumble specific make up class.

# Uniform

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- BTYC have a free Recreational T-shirt that your child will receive as part of their enrolment into any recreational class. This is not a compulsory uniform, but we encourage the children to wear it to class!
- No shoes or socks are worn during training (except if you have a trampoline class you are encouraged to bring socks)
- Hair must be tied up
- No Jewelry or watches to be wore while training



# Communication

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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.

BTYC has a policy to deal with the handling of complaints. In the event that you wish to make a complaint, please speak directly with Ebony as the Program Manager or scan the QR code around the gym to submit a complaint. Options for further escalation can be outlined at this point, if needed to the General Manager.

If the matter relates to Child Safety, please contact the office on 9841 4773 to be directed to our Child Safety Champions. For Member Protection Information please contact Paula Hay, who can be contacted at [paula@btycgymnastics.org.au](mailto:paula@btycgymnastics.org.au)

# Social Media

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BTYC Gymnastics understands that many gymnasts may have access to social media/social networking platforms. When used in the correct manner these platforms can facilitate connections between gymnasts when outside of the gym. This can be beneficial to the growth of friendships and the social connection of a group.

BTYC Gymnastics has a zero tolerance for bullying within our facility and our expectation is that this policy continues from inside the gym to the online platform. Any allegations of online bullying between BTYC gymnasts will be taken seriously and all involved parties will be contacted by BTYC staff so that a resolution may be reached. Any cyber bullying from one BTYC gymnast to another may result in disciplinary action. In extreme cases they may include suspended or expelled from the club.

# Medical Conditions

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BTYC Gymnastics is an inclusive Club. 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.

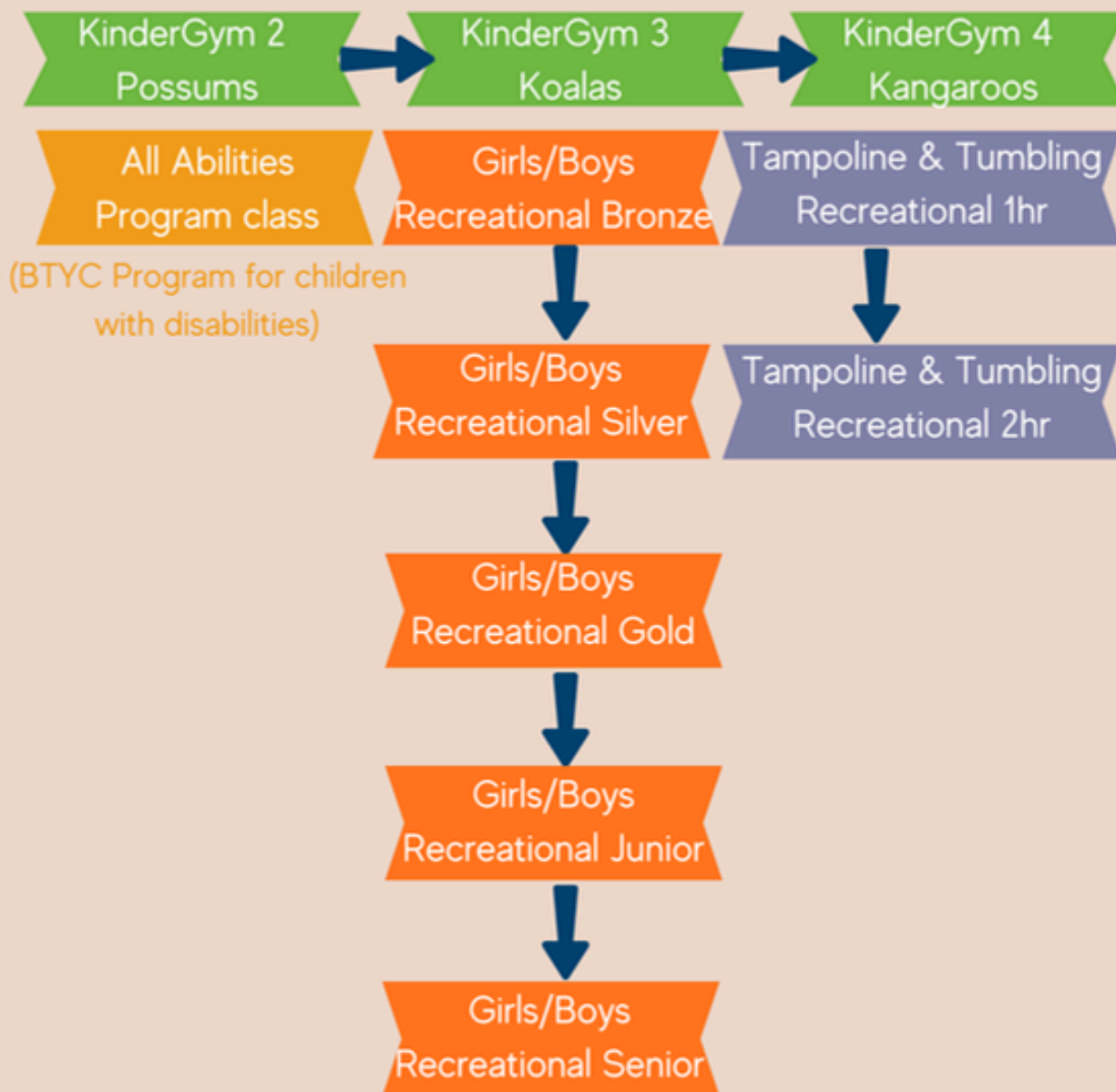
Any athlete who requires medical attention for an injury obtained within or outside of the Club, is required to supply a medical certificate and documentation from their medical practitioner regarding activities that can and cannot be completed by the athlete. BTYC are accommodating of athletes who are carrying injuries, and are happy to modify programs within guidelines by a medical practitioner.

# HOW & WHEN DO ATHLETES MOVE



## Recreational Levels

How do Athletes Progress



Children can move/ enroll into any Recreational program. From these program coaches do talent IDs where children can then be invited to join one of our squad programs (WAG, MAG, Gymstar, Aerobics, or Trampoline & Tumbling)



# Expectations for gymnasts

## Gymnasts Code Of Conduct

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

- Come to training appropriately attired, (See BTYC uniform policies). 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 customer 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.





# Expectations for Parents

## Parent Code Of Conduct

**ALL parents/guardians 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 or BTYC staff. 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.
- Athletes and parents / guardians must wait upstairs before and after classes. No child is to wait for parents in foyer or outside the gym.
- 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.
- For queries and concerns contact your child's relevant program manager via their BTYC email. Contact through staff's private social media, or personal mobile numbers, is strictly forbidden.
- Abide by the Gym Rules and policies at all times.
- Abide by the Manningham DISC rules and regulations, including appropriate use of the car park (i.e. no double parking near entrance, no parking in turning circle)

# General Information

## Committee

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.

## POLICIES & PROCEDURES

BTYC Gymnastics has a number of Club Rules, Policies and Procedures that relate to general operations. This information, along with other valuable information, can be viewed at the BTYC website.

## CHILD SAFETY

BTYC Gymnastics is committed to the safety, wellbeing and empowerment of all children and young people accessing our programs and services, including indigenous children, those from culturally and linguistically diverse backgrounds and children and adults with disability. The following policies and reporting are available on our website.

- Child Safety and child friendly policy
- Child Protection statement
- Child safety requirement policy
- Report a child safe concern

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