



MWGC GENERAL MEMBER INFORMATION HANDBOOK

WELCOME TO MANLY WARRINGAH GYMNASTIC CLUB

Manly Warringah Gymnastic Club is proudly a “Community Owned” and “Not for Profit” organisation.

Our home is a 3000 square meter indoor sports facility located at 24 Middleton Rd Cromer in Sydney.

We have 2 full National Level competitive gymnastic floors, 9 trampolines, tumbling “air floors” and our 30000 foam cube pit. Our fully accredited team of coaches ensures an exciting and safe environment for gymnastics and also associated sports.

We have served our community for over 30 years and over 20,000 members have passed through our doors over that time.

From a foundation of six children in the early 1980’s our membership has now grown to a point where we are one of the largest clubs in the country and boast a membership of over 2000 children and young adults who attend activities every week.

MWGC programs start at “kinder gym” and progress through junior recreational, development & competitive squads. The club also hosts many different recreational activities for our kids and teens including acrobatics, trampoline and tumbling and we even do adult gymnastics. We also offer a very supportive schools program and currently host over 12 local schools that use the facility as a part of their State recognised sporting programs.

Our club has been designed and built to enable everyone from 12 months of age to enjoy all the aspects of gymnastics and its associated sports.

MWGC has been recognised as a centre of excellence by the Cerebral Palsy Alliance for our work with special needs kids and has received accreditation for “LaunchPad” a State government initiative for the physical and mental wellbeing of all children through sport.

Throughout the years MWGC has repeatedly sent large teams of gymnasts to compete at State & National Championships we are considered one of the strongest gymnastics clubs in the country. We are 2 times winners of the NSW gymnastics Grand Prix.

MISSION

“To give every member the opportunity to reach the highest level that they are each capable of achieving...to one child the goal may be to do a cartwheel, to another it may be to become an Olympic Champion”.

OBJECTIVES

To afford the citizens of Manly Warringah and surrounding districts the opportunity to participate in clean and healthy recreation.

Our aim is to increase participation in gymnastics and its associated sports and continue to teach more children the benefits of a healthy lifestyle. The new facility would allow us to considerably increase our membership and enable us to offer further opportunities to all children and the community.

To expand our Disability Gymnastics program to allow us the opportunity to teach and introduce further additional needs programs.

MWGC RULES

- These Rules aim to ensure the safety and enjoyment of all participants, staff and other persons at the Facility.
- All gymnasts, parents and visitors must comply with these Rules and the directions of coaches and the management.
- All gymnasts, parents and visitors should be aware of and comply with MWGC's policies and procedures, including in particular the MWGC's Child Protection Rules, which can be found on MWGC's website at <http://www.mwgymclub.com>
- Any matters of conflict or complaint are to be dealt with in a respectful manner and all such issues are to be brought to the attention of management immediately.
- People not adhering to these Rules, MWGC's policies and procedures found on the website and the directions of coaches and the management may be asked to leave the Facility.
- Upon entry to the facility or by way of paying fees you agree to comply with these Rules and MWGC's rules, policies and procedures and risk waivers which can be found on MWGC's website at <http://www.mwgymclub.com>

DEFINITIONS

Facility (Club) means all areas under the control of Manly Warringah Gymnastics Club and includes, without limitation, the gym and trampoline area, the waiting area, the viewing platform, the toilet/change room/shower facilities, walkways and the driveway, onsite parking areas and all other common areas within the complex at 24 Middleton Road Cromer but excluding the coffee shop and dance studio.

USE OF CARPARKS AND DRIVEWAYS

PARKING NEAR THE CAFÉ

THIS IS A COUNCIL REQUIREMENT FOR THE SAFETY OF OUR CHILDREN.

This area is strictly a drop off and pick up zone only.

No vehicle is to park or be left unattended in this area.

Parking is available within the rear car park or on the street.

Park in marked areas only.

- Do not exceed speed limit in the car park of 5km p/h.
- Parents and visitors must only park in designated visitor car spaces in the car park within the facility.
- No pedestrians to walk on driveways. All pedestrians must use the designated walkways/corridors.

USE OF THE FACILITY

1. All emergencies must be brought to the attention of management (at the office or by phoning 9972 9222) or to the attention of a coach.
2. Management contact details are Ph: 9972 9222: Fax. 9971 1747
Email: info@mwgymclub.com Postal address: P.O. Box 1037 Dee Why NSW 1037 or personally at the main office.
3. No smoking in any part of the Facility.
4. No animals to be brought in to the facility **AT ANY TIME.**
5. The use of any cameras, filming and recording devices including, without limitation, by mobile phone and smart phones is prohibited in the facility without the express written permission of the management.

TOILETS AND AMENITIES

Any use of a camera, mobile phone, filming or recording device or any other illegal item is strictly prohibited within the change rooms and toilets areas.

Any reported breach of this policy will be immediately reported to the Police.

Upon entering you accept that it is the responsibility of the parents to supervise their children whilst using these facilities.

GENERAL PROGRAMS

Kindergym

Welcome to the wonderful world of Kindergym where we encourage your 1 year old to 3 years old child to explore, create and discover their gymnastics and sporting talents.

At MWGC our main focus is to encourage your child's motor skills, cognitive and socio-emotional growth, at a comfortable pace. An accompanying adult is mandatory and we encourage you to be as involved as possible.

There is a fun new theme each week and your child will have the opportunity to learn and practice gross motor skills – such as running, jumping, galloping, hopping, skipping and climbing. Whilst also developing their fine motor skills including hand-eye and hand-eye-foot coordination. They will learn swinging, spinning, rotations and many other gymnastic and sporting skills which will give them a fantastic start for whichever sport they choose to take up.

Mini Gym

Mini gym classes provide a fun and exciting environment for children 3-4 years to participate in without the need of parents assisting. Classes have a maximum 6 children to ensure optimal guidance and structure is delivered to each and every child.

These classes provide the building blocks for further developing a child's awareness of whole body movements, whilst challenging them cognitively. We incorporate a wide variety of dominant movement patterns into our programs that allow children to discover different ways of moving.

Each week we have themed obstacle courses that allow children to familiarise themselves with the gymnastics equipment.

We create a fun, safe and positive environment for all children

Junior Gym

Junior gym classes cater for children 4-5 years old seeking a more structured environment. We emphasise the method of direct teaching the children through skill specific demonstration and practice, to develop their understanding of gymnastics.

Classes focus on developing and refining basic gymnastics movements- statics, landings, spring, locomotion, rotation and swing. Circuits are set up with numerous stations at each, facilitating these elements of gymnastics.

Children learn to interact with other class members during warm up time with structured games provided by accredited coaches. This is a great way for children to meet new friends and develop their physical and cognitive abilities within gymnastics.

Recreational Program

The Junior Recreational program caters for children 5-8 years attending school. The children develop basic gymnastics skills on a variety of equipment and classes involve fun and challenging activities that develop a wide range of physical attributes including strength, flexibility, balance and coordination.

The children progress through a system of stages. The stages range from Stage 1 to Stage 8 and the children get tested throughout the term. If they successfully complete the stage they will then progress to the next stage and will receive their certificate of completion.

On the last week of term all the children get to participate in a fun week where the coaches set up exciting and fun games and activities on the equipment for the children to enjoy.

Intermediate Recreational Program

The Intermediate Recreational program is an invitational program that accommodates for the children that have progressed through the Junior Rec program to further their gymnastics training. The age group for this class ranges from 7-8.5 years. The children further develop their gymnastics skills participating on all Olympic Style equipment.

Senior Recreation

These classes are for participants from 8.5 yrs old who are either trying gymnastics for the first time or are retired from competition and still want to enjoy the sport.

This is a motivating class that focuses not only on strength and flexibility but also on the skills the class members wish to learn.

Gymnasts in this class are exposed to all the Olympic apparatus but each can choose which they would prefer to spend the most time on, all under the supervision of an experienced and competent coach.

Classes are of 2 hours duration and there is one session per week

Adult Gym

These classes cater for gymnasts from 17 years up and the difficulty is tailored to the individual's ability. You are never too old to have a try.

The first part of the session is spent on a warm-up including strength, flexibility and basics, then the gymnasts nominate their preferred activity for the rest of the time. Coaches are constantly working and trying to get the best from each participant so you are guaranteed to learn new skills and find muscles that you never thought you possessed.

So if you are an ex-gymnast or have never done gym but always wanted to be able to do a somersault or cartwheel or you simply want to get fit and have a six pack then come along and have a go.

Recreational Trampoline

Children aged between 5-8 years old, 1 hour's session. Gymnasts will learn the safe ways to mount and dismount trampoline, tramp safety and the basics and skill development.

Intermediate Trampoline

Children aged between 8-12 years old, 1.5 hour's session. Gymnasts will learn the basics and further skill development.

Tricks Program

Tricking incorporates a variety of moves from different arts such as backflips from gymnastics, cheat 540 kick from Taekwondo, butterfly twist from Wushu and double leg from Capoeira. Tricking is recognizable by its flashy kicks, complex flips and twists, and its highly stylized movements which separate it from other arts. An individual who practices tricking is typically referred to as a "tricker" or "trickster".

Morgan and Jono have been studying tricking since 2003 and are now two of the top trickers in Australia and the most qualified for teaching this sport because of their broad knowledge and experience.

The classes cater for all skill levels from beginners to advanced. Each new student is taught from the ground up on the foundations of gymnastics acrobatics, martial arts, and tricking specific tricks. Each class is categorized in age groups from 8-13yo in the intermediate tricking class, 14-17yo in the senior tricking class, and 18+ in the adult tricking class. The learning progression that is taught is structured to suit all levels of talent and the range of equipment within the Manly Warringah Gymnastics Club facilities are used to assist the development of the student's skills.

The personal achievement of gaining a new trick is always highly celebrated by the whole group because each student knows how challenging tricking can be.

Tumbling Program

Gymnasts in this class will learn the basics involved with tumbling. They will use trampolines, tumble tramps, air floors and sprung floors.

Intermediate Tumbling

Boys and Girls aged between 8-12years old, 1.5h session.

Gymnasts in this class will learn the basics involved with tumbling and progressions to skills and combinations. They will use trampolines, tumble tramps, air floors and sprung floors.

Senior Tumbling

Boys and Girls aged between 13+ years old , 2 hours session.

Gymnasts in this class will learn the basics involved with tumbling and progressions to skills and combinations. They will use trampolines, tumble tramps, air floors and sprung floors.

Competitive Gymnastics

MWGC has one of the best and most successful programs in Australia.

We have the benefit of the services of many of the country's finest coaches including ex Olympic and current National Team coaches.

All our coaches are accredited through Gymnastics Australia and undergo annual re accreditation to ensure they are all fully trained in all aspects of gymnastics. MWGC has an ongoing coach development program to continually educate our coaches in every aspect of the development of children through sport in general.

Gymnasts who show the ability and determination are selected to move from recreational gymnastics into our development programs.

Our coaches work closely and carefully with these children to develop their skills towards introducing them to competitive programs that commence at level 1 and can progress through to International level programs.

MWGC has both complete Men's and Women's programs

Women's Gymnastics

There are currently 2 different competitive programs in Women's Gymnastics (WAG) in Australia. Manly Warringah Gymnastics Club offers both

National Development Program (NDP)

The National program is designed for competitive gymnasts. These gymnasts will have the opportunity to compete at club, region and state level from level 1 through to level 10. In the higher levels, gymnasts may also have the opportunity to compete at National level.

International GOLD Squad

The International Program is designed for exceptionally talented gymnasts. It has been developed to guide and develop gymnasts towards International Level gymnastics. The purpose of this program is to train gymnasts who have the potential to compete at an international level. Many hours training are involved and strong desire to train is essential.

Positions in our Competitive Programs are limited and are offered to only a small number of gymnasts, they provide many opportunities and therefore selection and participation should be viewed as a privilege. Accepting a position in the squad requires the acceptance of certain expectations and a high level of dedication from the Gymnast, in return you can expect the dedication and commitment from the club and coaches to the task of developing the gymnast ability to the highest level.

CANCELLATIONS

If you are withdrawing your child from the program, a written notice must be given to the office 4 weeks prior to the date you plan to finish. The finishing date must be a day before the next payment is scheduled to start.

DISABILITY GYMNASTICS

MWGC is in the process of developing further plans to add to the existing programs specifically available for people of all ages with additional needs.

The club has plans to offer multiple organised recreation, rebound therapy and school gymnastics classes for people who are living with a mild to profound physical, intellectual, behaviour or emotional disability.

Participation rates of people with disability are significantly lower than that of the general population with less than 25% of individuals diagnosed with a disability in NSW being actively involved in a physical community activity.

Gymnastics programs for people with additional needs can increase engagement in the sport, motivation, fitness, independence, self-confidence, social and emotional wellbeing.

Further funding would benefit the initiative by offering MWGC to create paid positions of experienced staff and therapists, adaptive equipment and better facility access.

This program requires support and funding to meet demand.

COMMUNITY BENEFIT

Provides social and general sport activities for the youth of Warringah and the surrounding areas.

Aligned programs for the wellbeing and benefit of all sports and children in general.

Exercises a concentrated effort to increase the involvement of all children in Gymsport and related activities.

Maintains structured programs for the ages of 12 months to adults.

Recognised as a centre of excellence for work with the disabled special needs children.

Creating further opportunities that will hopefully boost membership to 5000 within 5 years.

Constant successful growth providing employment and opportunity for Warringah.

Raising the awareness of the importance of participation in sport.

MWGC PAYMENT, REFUND AND LATE PAYMENT POLICY

Notice to all members.

The following information should assist with explaining how our payments and also late payment and refund policies work.

1. PAYMENTS

- Every member must have their annual memberships (includes insurances) paid in full prior to entering into any classes.
- Booking priority is always given to existing members.
- Members rebooking is usually approx. 6 weeks before the end of the current term.
- The priority period will remain until 2 weeks prior to the end of term when bookings will be available to all new members.
- All term invoices are to be paid in full prior to the commencement of classes.

2. LATE PAYMENTS AND OUTSTANDING AMOUNTS

- A reminder will be sent after 7 days from the due date on the invoice requesting immediate payment.
- After 14 days from the due date a 2nd notice will be sent requesting full payment or action from our debt collectors will be engaged.
- After 21 days the matter will be handed to our debt collectors for collection and all fees plus their costs will be included in the amount to be paid.
- If after 30 days the funds are still outstanding, the child will be unable to enter any classes until the full balance is received.

3. REFUNDS AND CANCELLATIONS

- We have a no refund policy.
- We will however answer requests for possible refunds for the following reasons:
 1. If they occur prior to the commencement of the term and we do not get left with a vacancy.
 2. If there is a doctor certified condition. (A medical certificate is to be submitted to MWGC within 21 days of the first doctors or physician's appointment or the first date of absence from training due to injury).
 3. Extenuating circumstances will be considered by the Board of Directors.
- All reversals of any kind will attract a \$35.00 Fee.... NO EXCEPTIONS.
- Competition entry refund requests must be lodged no later than 72 hours after the competition date.
- Reception staff are not authorised to grant any refund of any kind.
- All complaints, claims or disagreements are to be directed in writing to the Board of Directors.

We trust that this document will assist us all in avoiding any disappointment or embarrassment and we hope that you will understand that we rely on our members funds for its ongoing success.

NOTICE AND WAIVER OF LIABILITY

You are advised that all activities held within this Facility can be dangerous and carry risk of harm including, without limitation, obvious risks and inherent risks as defined in the *Civil Liability Act 2002 (NSW)*. These activities include running, jumping, vaulting, rolling, flipping, trampolining and climbing.

By entering the Facility and being involved in any activity you accept these risks as a part of general participation. **YOU ARE PARTICIPATING AT YOUR OWN RISK AND/OR ACCEPTING THE RISK ON BEHALF OF YOUR CHILD OR THE CHILD FOR WHICH YOU ARE GUARDIAN.**

By paying fees or participation in any activity of MWGC you agree and state that you understand the risks and declare that:

- I understand that all the activities at MWGC can be dangerous and there is a risk of injury, serious disability or death.
- The Participant is in good health and does not have any pre-existing conditions or injuries that could be triggered or exacerbated through participation in the activities.
- I accept that these activities are physically challenging and may cause abrasions, sprains, fractures, dislocations, spinal and other injuries.
- I have considered the associated risks and agree to participate voluntarily and at own risk. I accept the risks of injury, serious disability or death.
- I hereby release Manly Warringah Gymnastic Club ACN 155 260 343, its officers, employees, contractors, volunteers and any other person from any liability, demand, suit, claim or compensation due to any injury, serious disability or death or any damage to personal property that may occur whilst participating in activities at the Facility.
- I agree that this waiver and release applies to all activities now or in the future undertaken at the Facility and will also be binding on all heirs, administrators, executors and assigns.
- I am over the age of 18 and am legally competent to understand and agree to the contents of this document OR I am a parent or guardian and am legally competent to understand and agree to the contents of this document
- I accept and agree to abide by and follow all the rules, policies, procedures and conditions of MWGC. All policies are accessible at www.mwgymclub.com/club-policies