



**Adventures in Gymnastics**

**1540 Fanshawe Park Rd West**

**London, ON N6H 5L8**

**(519) 474-4960 (phone)**

**Email: info@gymworld.ca**

# Parent Handbook

## Fall Session 2023

### 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.*

### **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

### **Parents**

- **Spectators will be allowed to view classes from the designated parent area.**
  - **Children will wait in the spectator area with their parents/guardians until they are called into the gym by the coach (at the beginning of the class).**
  - **Tumble Tot and Kindergym children MUST be accompanied in the gym by a designated parent/guardian. All caregivers must be within arm's reach and be directly interacting with their child for the duration of the class.**
- 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:

Our Gymworld Gems program is available to girls 4+ by invitation or assessment only. Registration is password-protected 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:

August 1 - 27	August mini-session classes
August 8	Fall session registration begins
August 8	Registration begins for "P.A. Day Adventures"
September 5	P.A. Day Adventures #1*
September 10 - 16	Fall session classes begin
September 30	Deadline for Fall session refund requests
October 6	P.A. Day Adventures #2*
October 8 & 9	Thanksgiving -- NO CLASSES
October 31	Halloween - NO CLASSES
November 6	Winter session registration begins
November 17	P.A. Day Adventures #3*
December 13 - 19	Last week of Fall Session classes -- PARENT DAY

\*Our **P.A. Day Adventures** coincide with both the Thames Valley District School Board and the London District Catholic School Board and their combined 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 2023-2024 PA Day Adventures will begin Tuesday, August 8<sup>th</sup> and will be available online.

## 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 Friday 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. The best way to reach us is via e-mail at [info@gymworld.ca](mailto:info@gymworld.ca). We will return your e-mail as soon as possible.

Fall Office Hours (tentatively scheduled) are as follows:

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

## FEE POLICIES

The following fees are based on an fourteen-week session of gymnastics. There will be **no regular classes** on **Sunday, October 8<sup>th</sup> or Monday, October 9<sup>th</sup> (Thanksgiving) nor on Tuesday, October 31 (Halloween)**. All fees are subject to HST.

Spots can now be held, pending payment, for up to 10 days 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.

# Fall 2023 Class Fees

Program	Age	Class Length*	Fall Class Fees (14-week session)	Annual Membership Fee**
<b>Recreational Classes</b>				
Tumble Tots	2 years & under	45 minutes	\$280.00	\$40.00
Kindergym	3 & 4 years	45 minutes	\$280.00	\$40.00
Junior Jumpers	4 & 5 years	60 minutes	\$350.00	\$40.00
Future Flyers	6 & 7 years	60 minutes	\$350.00	\$40.00
Future Flyers Tumbling	6 & 7 years	60 minutes	\$350.00	\$40.00
Gym Stars	8-9 years	60 minutes	\$350.00	\$40.00
Gym Stars Tumbling	8-9 years	60 minutes	\$350.00	\$40.00
Senior	10+ years	60 minutes	\$350.00	\$40.00
Senior Tumbling	10+ years	60 minutes	\$350.00	\$40.00
<b>Advanced Classes – Gymworld Gems Program****</b>				
Pearl	4-6 years (Born 2017-2019)	2 hours	\$490.00	\$40.00
Jade	7-9 Years (Born 2014-2016)	2 hours	\$490.00	\$40.00
Ivory	5-9 Years (Born 2014-2018)	2 hours x 2 days/week	\$665.00	\$40.00
Sapphire	10+ Years (Born 2013 & earlier)	2 hours	\$490.00	\$40.00
Diamond	10+ Years (Born 2013 & earlier)	2 hours x 2 days/week	\$665.00	\$40.00
Crystal	8+ Years (Born 2015 & earlier)	3 hours x 2 days/week	\$840.00	\$40.00

**\* Classes have resumed their pre-pandemic lengths. Please be mindful of these start and end times.**

\*\*An Annual Membership Fee of \$40 + HST applies to all registered children. This non-refundable insurance/administrative fee covers the child's registration from the day they begin programs until June 30, 2024.

\*\*\*\*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 September 30<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.

## **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/gymworld\\_inc](http://www.instagram.com/gymworld_inc)

## **Special Needs Policy (Updated November 15, 2022)**

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:

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 safely participate on the gymnastics equipment, are able to stay with their class in their designated area of the gym, and are able to follow class rules. 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, participating adults and all spectators will be asked to remove their shoes and place them on a shelf by the gym door. Coats may also be hung on hooks in the coat room located by the front door.

## **2. Should my child bring a water bottle?**

There are no drinking fountains in the facility. We suggest that children bring a full water bottle, which they can refill at the water bottle filling station if needed. *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 either make programming available online or to delay the remainder of the session until re-opening is permitted.

Please do not bring your child to gymnastics if they are showing symptoms of COVID-19 or any other virus or transmissible bacterial infection, disease or ailment.