



Parent Handbook

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WELCOME TO GYMNASTICS!

CLASSES AVAILABLE AT MORDEN MAGICS GYMNASTICS CLUB KINDERGYM

- Ages 4 and up.
- Children must be potty trained.
- Parent must remain on the Access Event Centre premises for the duration of the class.
- Class runs for 1hr, once a week

RECREATIONAL SPRITES

- Children must be 6 years old or in Grade 1 to enter this program
- Recreational gymnasts work through 4 recreational levels
- Classes run for 1 hour, once a week

RISING STARS

- Girls 11yrs+
- Classes run for 1.5 hours, once a week

RECREATIONAL STARS

- Children must be 6 years old or in Grade 1 to enter this program
- Recreational gymnasts work through 8 recreational levels
- Classes are two hours a week (1.25 hour x 2 days)

COMPETITIVE

- This program is by invitation based on skill level assessed by the club's coaches.
- Children must be 6 years old and in Grade 1 to enter this program.
- CCP Level 1 Gymnasts train 3 hours a week, 2 nights
- CCP Level 2 Gymnasts train 4 hours a week, 2 nights
- CCP Level 3 Gymnasts train 4 hours a week, 2 nights, or may have the option of 6 hours a week depending on coach availability
- CCP Level 4 & above Gymnasts train 4 to 8 hours per week (2-3 nights) * please note: class availability is dependent on facility & instructors. Subject to change if necessary.

LET'S GET STARTED!

Please keep this on hand to refer to when questions arise. For the parents new to this sport, the apparent chaos you see at the beginning of the year is normal. It takes about two weeks for the gymnasts and coaches to settle into a routine and get down to the real learning that is the focus of this program. That is why we prefer to have all gymnasts attend class right from day one

BOARD OF DIRECTORS

Morden Magics is executed by a board of directors made up of skilled volunteers from the community of gymnastics parents. This board makes decisions within the framework of the Manitoba Gymnastics Association and the history of Morden Magics. These directors are considered voting members of whom attend monthly meetings, with a commitment of a two-year minimum term. There are members at large who help inform the board of the larger community desires, needs or issues that arise. To join the board, contact a lead coach or existing board member and your name will be put forward at the next meeting. Community members who wish to join the board in future may spend time "shadowing" an existing board member and learn the responsibilities of that role. Board membership is considered as fulfilling your volunteer obligation.

CLUB COMMUNICATION

It is your responsibility to stay informed with important dates and last minute club communications! Last minute club communications may not be directly emailed to you. The class calendar and other important information can be found on our website and social media pages.

Website: <https://mordenmagicsgymnastics.uplifterinc.com/>

Facebook Page: Follow us - Morden Magics Gymnastics Club

Instagram: Follow us - @mordenmagics

Bulletin Board: Check the board in the lobby during gymnastics classes for updates and reminders.

Registration Inquiries: register.mordenmagics@gmail.com

PARENTAL EXPECTATIONS

Have your child at the gym five minutes before class starts, ready to go and waiting in the east lobby. Shoes should be left at the door on the shoe racks. Coats and clothes should be hung up in the coat room.

Parent(s) of Kindergym are required to stay within the Access Event Centre for the duration of the class. Recreational and Competitive parents are not required to stay in the building, we encourage you to drop off if possible as viewing space is limited. If you need your child to leave before the scheduled end of class, please inform the lead coach before class, and again when your child leaves. The lead coach will bring your child to you. We take attendance at the beginning of each class, and the coaches are responsible to make sure that their charges are accounted for during their class. If you have other children with you, the Access Event Centre has requested that you keep them with you. At the beginning of each season there are mandatory Parent Meetings, where parents (or a designated representative) will sign-in. Children of those who do not attend will no longer be able to participate in the program.

SPECTATOR AREA

There is a limited amount of space for seating and is first come first serve. Parents and siblings are not permitted in the gym area or on any equipment at any time without permission from the Lead Coach or MMGC Executive Board members [waivers for special circumstances must be signed prior to heading onto equipment]. We realize that it is more convenient to pass through the gym to use the restrooms, but you must go around for insurance and safety purposes. If your child will not participate in class, we ask that you keep them with you in the viewing area until they are ready to join in rather than coming out onto the floor during class. Distractions can be a safety issue, please refrain from calling to your child during class. There are 3 doorways in our viewing area, please leave the one closest to the wall open. This will be strictly enforced if it is used for seating and the whole viewing will be closed for your class. Watching your gymnasts is a privilege.

REGISTRATION

Registration takes place two times; pre-registration online in June/July and then community registration. For pre-registration, gymnasts must be a member of the previous gymnastics season. They must be registered with the Manitoba Gymnastics Association to qualify for pre-registration. Preregistration allows you to register before the public but all spots are first come first serve. On pre-registration night there are two methods of payment. Full payment is due that evening. No post-dated cheques will be accepted. Split payments can be made, first payment due that night and 2nd payment due September first. Payment must be made to guarantee the gymnasts place for the next gymnastics season. For community registration gymnasts can be registered online in June and registration is available until spaces are filled. Full payment is due at the time of registration. No postdated cheques. Split payments can be made, first payment due that night and 2nd payment due September first. Payment must be made to guarantee the gymnasts place for the next gymnastics season. If you wish to apply for Kidsport or Jumpstart, applications links are posted on our website. Kidsport does not cover the full cost of the gymnastics program so a portion of the registration fee is due the night of registration. Your gymnast spot will not be guarantee until you have paid your portion of the registration fee. Please let us know if you have applied.

Kindergym Program – Gymnasts must be the age of 5 by Dec 31st of that year to register for our Kindergym program. No exceptions. **Recreation Program** – Gymnasts must be the age of 6 by Dec 31st of that year to register for our Recreation programs. There are two classes in which gymnasts can participate in: Sprites – 1 hour once a week or Stars - 1 hour and 15 minutes twice a week.

Competitive Program – Gymnasts must be invited into the program by Morden Magics Gymnastics Club Comp Lead Coach. If you have any question or concerns regarding registration, please email register.mordenmagics@gmail.com

REFUNDS

Refunds will only be given during the first FOUR weeks of the gymnastics season, unless you have a medical reason; with the appropriate doctors note. Your refund will be given for the weeks unattended after the date of the request and doctors note has been received. Non-refundable fees include administrative fee of \$25, MGA fees & cleaning fees.

LOST AND FOUND

Lost and found items can be found in a plastic bin in the lobby/viewing area. We are not responsible for any misplaced, lost, or stolen items. The club will not hold any items beyond the season.

VOLUNTEERS

The success of the Morden Magics Gymnastics Club is determined by the participation and assistance of every gymnast's parent or guardian. Each parent/guardian is asked to sign-up for various jobs during the season.

Volunteer requirements for the parents/guardians per gymnast:

- Recreational gymnasts: 1 credit/job (approximately 2 hour jobs)
- Competitive gymnasts: 2 credits/jobs. **One of these jobs MUST be during the home competition.**
- Shorter programs and/or programs that require parents to stay in the class will not be required to do volunteer tasks. This would include classes such as home school, stay and play, kindergym, and summer camp.

Volunteer jobs and details will be posted on Uplifter. Emails will be sent out from volunteer.mordenmagics@gmail.com to inform people about upcoming jobs. You as the parent/guardian need to log into Uplifter and sign up for the job. Please take note of the time and date your slot as no reminder emails will be sent. If you do not show up OR are late, you will be charged the buy out fee for the slot. Please ensure you check your junk mail regularly and ensure your email is up to date with the club. It is your responsibility to ensure you sign up for the job throughout the year.

Buyout: You have the option to buy out your volunteer requirements of \$100 per credit that you are required to do. For example, if you have one gymnast in recreational and one in competitive, you are required to fulfill 3 volunteer credits. Therefore, your buyout fee would be \$300.

If the entirety of your volunteer commitment is not fulfilled, your account will be billed \$100 for each volunteer credit/job. For example, if you are required to do 3 credits as per the example above, but you only complete one, you will be charged \$200 for the two unfulfilled volunteer credits.

FUNDRAISING

Fundraising for the club goes towards maintenance and purchases of new equipment. Fundraising also supplements the day-to-day costs of running Morden Magics Gymnastics Club. All members are expected to participate in fundraising. If you do not wish to participate in fundraising, you can choose to buy out at a cost of \$80 per gymnast. Buy out fees are due the day of registration.

Competitive Only Fundraising - If your gymnast is in the competitive program you may be asked to do extra fundraising to offset the cost of competitions. From time to time there may be away competitions that require these extra funds to offset costs of coaching, travel/accommodations, etc.

COMPETITION AS FUNDRAISER

Our club hosts a competition each year. While parents of recreational gymnasts may feel that helping in this area is not relevant to the recreational program, the funds raised at this time are a vital part of our budget. This is an ideal time for recreational gymnasts who may have competitive aspirations to experience firsthand what a competition is all about. We do call on the recreational gymnasts to assist in some activities throughout the competition. Your child's coach may send home notices regarding this a month or two prior to the competition date. Consider carefully whether your child is up to the tasks required. If you have any questions or concerns, contact their lead coach for clarification. Competitive parents should keep in mind that funds raised during this time assist in keeping the program within a reasonable fee structure. Coaching costs during extra practice time, and at competitions are some of the areas this money is allocated. Our Displays are an expensive undertaking and here again we draw on the funds raised during the two or more fundraisers.

PICTURE DAY

Each season, your gymnast can have a professional photo and group photo taken. Costs are structured by the photographer, occasionally a portion comes back to the club. Picture days will be added to the club calendar and online posts will be made to remind everyone of the dates. Please be sure to have your child arrive on time to

class that day. Payment is required before any individual photo will be taken of your child, however, payment is not required to sit in the group photo but must be made for an order.

WHO TO CONTACT

If a problem arises, please wait 24 hours, then you may first mention it to the parent liaison, who will let the lead coach know and have them contact you. If it still isn't resolved, then you can bring it to the board of directors and a course of action will be determined. The main job of our coaches is to coach. They will contact you when they are not coaching to address your concerns.

RECREATIONAL GYMNASTICS CLASS STRUCTURE

Group size is set at six gymnasts. This will not be exceeded except in extraordinary circumstances. Gymnasts of similar skill sets and ages are grouped together as often as possible. Frequently we are asked that children be placed with their friends. We will review each request independently to determine if these requests can be supported. You will see the Recreational gymnasts play several games during their class; in addition to the fun, it brings Gymnastics Canada recognizes that games in gymnastics teach many necessary skills: spatial awareness, speed, agility, landings, body control, hand-eye coordination, etc. Gymnasts will be assessed during their first week of gymnastics to more accurately group skill levels together, they may be moved throughout the season when we assess how they are progressing. Our mandate is to group children with similar abilities, as close in age as possible, to make gymnastics a positive learning experience.

CLASS BEHAVIOUR

Gymnastics requires coaches and gymnasts to work together in a trusting environment. We expect gymnasts to listen to and follow the directions made by their coach. Rude or disruptive behaviour may result in the gymnast being excused from the class. Bullying will not be tolerated. If the measures taken by the coaching team prove unsuccessful, you will be asked to meet with the coaching team and your child. If the gymnast is excused due to disruptive behaviour, no refund will be given.

DRESS CODE

All gymnasts are required to wear a gym suit. For girls, a leotard with either long, short or no sleeves. Suits with skirts are not acceptable. Boys can wear a one-piece suit or a close-fitting t-shirt and shorts. Feet must be bare. Long hair and bangs must be tied up and back. Hair in the gymnast's eyes can cause them to misjudge distance, slip, and fall. Jewelry must be removed prior to the start of class. This includes watches, necklaces, rings, and bracelets. Gymnasts should consider leaving these at home on gym day. Small stud type earrings are acceptable, but they may be taped to prevent snagging. Any other earrings are not to be worn (coaches may snag on them while spotting the gymnast and rip an ear). Medic Alert bracelets are a special circumstance and can be worn but may be taped during class.

COACHING

All our coaches are screened through the child abuse registry. Every apprentice & coach has completed the Respect in Sport for Activity Leaders program and our coaches attend training seminars and clinics at the start of each season and throughout the year. All coaches are Gymnastics Foundations/Level 1 trained (minimum). All Lead Coaches and several coaches and board members also have their current Standard First Aid CPR C with AED. The Lead Coach is responsible for several areas including the structure of the classes and the placement of the coaches. Our coaches are/were gymnasts themselves and have fulfilled a 100-hour apprentice program along with a Coach-in-Training course under the guidance of another coach. Assisting each coach is an apprentice when there are enough available. These coaches are learning how to coach in a controlled environment while lending those all-important extra hands and eyes to your child's coach. If our coaches have any concerns regarding your athlete, they are to contact their Lead Coach and or Board member if necessary.

PROGRAM BASICS

Morden Magics has developed a level recreational program designed to teach children basic gymnastics skills that progress smoothly from one level to the next and allow for a progression to competitive levels if that path is chosen. Your child will be assessed by the coaching team and at that point be grouped with other gymnasts of similar skill level. Please keep in mind that children in the Stars classes will most likely advance faster than children in Sprites due to being in the gym for more time. This is not a reflection on either the child’s ability or the coaching program, just hours spent in the gym. We spend time at the beginning and end of each session assessing where the athletes are with their skills and altering our lesson plans to suit their needs.

DISPLAY

Towards the end of each season, the recreational gymnasts have an opportunity to show their family, friends, and the community what they have learned. This is their time to shine. The Sprites, Stars, and Rising Stars gymnasts will start practicing their display during the second half of the season. Notes will be posted online telling you what your child is to wear, when any extra practices are to take place, when the big day is and when to be there.

MUSIC

Our music usage is the same as the other club’s province wide, in that we will choose songs to play that have been approved by the CRTC for radio play (radio edits). We hold current SoCan & ReSound licences to play music.

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WELCOME TO COMPETITIVE GYMNASTICS

Morden Magics Gymnastics Club operates as a recreational program as well as a regional and provincial stream ladies’ competitive program. Class structure includes a general warm-up and conditioning at the start, time at various apparatuses and a cool down at the end. It is extremely important for gymnasts to arrive before class starts and be ready to go for warm-up. When a gymnast is late it takes time from their class as well as from their teammates while the coach is spending the extra time warming the late gymnast. Please refer to the Recreational Class Behaviour for expectations on proper conduct.

DRESS CODE

For practice, we require the gymnasts in the ladies’ program to wear a gym suit, long sleeves or sleeveless and bare feet. Girls may wear gymnastics shorts for practice but will be required to take them off for training the week before and during competition. Hair must be tied back, out of the face, this includes bangs which hang in the eyes. No jewelry other than small stud type earrings will be permitted. This includes but is not limited to rings, bracelets, necklaces etc. The coach may remove permanent type “jewelry” such as friendship bracelets. Medic-alert bracelets will be allowed, but we will ask that they be secured with tape during practice time; spotters may snag them and seriously injure the gymnast or themselves.

At competitions, the gymnast must wear the club suit. Their hair must be up, and away from their face. No nail polish is to be worn on either fingers or toes. No jewelry is permitted, with exception of stud earrings. Ladies are asked to wear black undergarments, which matches our club suit. No under garments can be showing during competition, this includes straps. We also require the purchase of a club jacket to be worn to competitions, along with a pair of black leggings or yoga or track pants. Part of being a team is looking like a team, and we believe it is important to the unity of the team to have everyone in the same uniform.

SAFETY AND INJURY PROTOCOL

We strive to maintain a safe and welcoming environment for all the gymnasts. Therefore, it is imperative that everyone follows the rules as stated in this handbook and as given by the head coach. If the head coach and this handbook differ, the ruling goes to the head coach. There is to be no running in the complex hallways. No open water cups on the floor area, water bottles are allowed (and encouraged). Hair is to be back and restrained, clips are to be used if there is ANY hair flopping in the eyes. No street clothes are to be worn for practice or warm-up. No sock feet in the gym. Once you have been accounted for at the start of class, you are not to leave without notifying both your coach and the head coach. Those under the age of 12 will need a parental note before leaving during class time on their own. If a child becomes ill or injured, we will first attempt to contact the parent(s) and then the emergency contact number. In case of severe injury and neither parents nor emergency contact is available, we will arrange for medical care up to and including calling for an ambulance if deemed appropriate. Any associated costs for an ambulance are the responsibility of the parents. We stock a first-aid kit, and our head coaches carry a current standard first-aid certificate.

COACHING

A qualified gymnastics coach heads the competitive program. Minimum credentials are a Level One NCCP (National Coaching Certification Program) certification and a first aid certificate; with the club encouraging and sponsoring as much additional training and certification as the coach wishes to receive. Our coaches are trained within the club until they reach age 15, at which time we encourage them to receive their Gymnastics Foundations/Level One NCCP certification. In-club training includes workshops by both our head coaches and outside clinicians; exposure to a variety of teaching techniques gives our coaches a wide range of resources to best teach your child. All of our coaches are required by MGA (Manitoba Gymnastics Association) to be cleared through a child abuse registry check, this is done every 3 years for the current coaches, and each time a new coach is hired. Each coach has also completed the Respect in Sport online course through Sport Manitoba.

COMPETITION TIME!

Invitations for competitions begin to come into our club early in the season. Most meets strictly limit the number of participants; therefore, we have a very small window of time in which to get the forms filled out and returned. Payment and sign-up for competitions will happen on our website, please print the waiver and return it to the lead coach. It will seem as if you are being approached constantly with yet another application form. Keep in mind that applications need to be in by due dates given as competitions fill up quickly, and the season runs from mid-January to mid-April. We will not accept late registration and waivers. The information that is requested will vary but will include a waiver. No club will allow your child to participate without receiving it. You will also be asked to sign a media release waiver, this allows the clubs to publish marks from the meet, as well as use photos and/or video images that may contain your child. Once the host club has received the information from all the clubs, and the deadline has passed, they will issue a schedule and directions to their meet. We will post this information on the board, as well as online but you may also request an email of your child's schedule if you have provided us with your email address. This schedule will tell us when each child is going to compete. There will be several sessions in each weekend. The first session of the day can start as early as 7:30am. Sessions are usually allotted three hours, which may include a short meal break. When we are at an away meet, parents of early sessions may wish to stay over. When you look at the schedule there will be several times listed. Please arrive 20 minutes before your gymnast's General Warm Up. During general warm up the gymnasts in that session will run and stretch to prepare for the competition. The next time is the competition. It may seem that your child hasn't had a chance to warm up on the different apparatus, but most competitions are run using the Capital Cup format. This means the gymnasts will move to their first event and the first three to compete will have a roughly 30 second warmup before the first gymnast competes. After the first gymnast competes the

fourth warms up, second competes, and fifth warms up and so on. At the vault and floor exercise the judges will usually decide to split the group in half; the first half will warm up for a few minutes (this time is determined by the number of gymnasts competing) and then compete, followed by the second half warm up and compete. When the competition starts you will be asked to turn off cell phones, and there will be no flash photography during the actual competition. Once all the gymnasts have performed, and this will be anywhere from an hour to two hours, there is a short break while they tabulate results. Once the results are ready, the gymnasts will march in with their clubs and wait for the awards. MGA lays out the awards structure for Regional Stream competition. CPP Level 1 receive gold/silver/bronze ribbons based on scores earned and are not ranked. CPP Level 2+ given awards to the top ½ in the events and top ½ in the all-around. Our lead coach is given the list of marks at the competition and will go over them with everyone the following practice. There are no marks announced at the competition, but they will be posted after the competition at <http://www.gymnastics.mb.ca/results/> Our aim is to see each child improve their individual score, which is a more accurate indication of improvement than the ribbon placement. After awards have been received (or during the time awards are tabulated), most clubs provide a small complimentary snack for the gymnasts. Some clubs have a canteen where you can purchase snacks, coffee, and other goodies. As fundraisers, you will find anything from a silent auction, 50/50 draw, flower sales and raffles. Come prepared with adequate cash as these meets don't readily have ATM's available.

Competition Etiquette:

Gymnasts already feel pressure to perform when they are in the spotlight. Please try to not to add to this pressure by bringing signs or cheering excessively when it is their turn to compete. Loud cheering and signs can be extremely distracting to all the gymnasts. We ask that the gymnasts and their entourage act in a manner that reflects well upon the club and its representatives. Parents are not permitted on the gym floor. Gymnasts are not permitted to leave the gym floor without the head judge's approval. Doing so could lead to disqualification. Judging calls will be dealt with by the coach, as will any award discrepancies.

COMPETITION COSTS

We try to offer 4-5 meets throughout the season, which runs from the middle of January until the middle of May. There is a competition fee charged by each club for each meet we attend. Provincials is for Levels 2-4. Sign-up for each competition will be on our website and payable at the time of registering by credit card only. A printed copy of the waiver needs to be filled out in the gym at the information board. In the event of an injury prior to a competition that you have registered for, a medical note is required stating the nature of the injury and reason the gymnast is unable to compete. We then forward a copy of this note to the host club and once they refund your fee, we will pass it along to you. Refunds are at the discretion of the host club; we have no recourse if they refuse a refund for whatever reason. Non attendance because of the weather or due to personal reasons will not be refunded.