

# Parent Handbook



## **INTRODUCTION**

***Welcome to Mariposa Gymnastics Inc!***

***Congratulations to those gymnasts who have been accepted into our Competitive programs. We are looking forward to a successful and fun year!***

***This Handbook will provide all competitive families with important information about our program.***

## **CLUB AIMS AND OBJECTIVES**

The aims and objectives of the Mariposa Gymnastics Inc. (MGI) as indicated in the by-laws state the following:

- To promote the sport of gymnastics in the community by increasing awareness and participation;
- To provide the opportunity for young people to train with high-quality coaching, in a fun and safe environment;
- To develop athletes physiologically, psychologically and technically at the recreational and competitive levels;
- To maintain the standard of quality programs that promotes equality without discrimination as to race, religion, sex or ability.

## **PHILISOPHICAL STATEMENT OF PURPOSE**

- To provide levels of training corresponding to different levels of ability, commitment, and potential with the opportunity to perform in competitions;
- To develop athletes individually by setting and working towards realistic goals;
- To motivate athletes to strive to achieve their “personal best”;
- To emphasize fun, fitness and the fundamentals of gymnastics;
- To foster a sense of community and team spirit with the other members of the club through an awareness of their common interest in working toward individual and team goals, as well as a sense of sportsmanship and respect for other competitors.

## **NOTICE OF WARNING**

**THERE IS POTENTIAL RISK FOR INJURY INVOLVED IN TRAINING AND PARTICIPATION IN ANY SPORT. GYMNASTICS ONTARIO AND OUR CLUB HAVE TRIED TO CREATE A SAFE AND CONTROLLED ENVIRONMENT FOR PARTICIPATION. MARIPOSA GYMNASTICS INC. HAS ESTABLISHED RULES FOR PARTICIPATION AND CONDUCT IN AND AROUND THE GYMNASTIC AREA THAT MUST BE FOLLOWED.**

## **COMPETITIVE SELECTION PROCESS**

Competitive gymnasts are assessed and placed through ‘tryouts’. A Competitive Coaching Supervisor conducts tryouts. Candidates are measured for strength, flexibility, power and endurance. Selected gymnasts are placed according to tryout performance in an appropriate level for that child. Recreational gymnasts and gymnasts from other clubs who wish to join Mariposa competitive programs must be assessed.

It is emphasized to the parent that a child must be placed in a competitive level where the child has potential to experience success in the sport. Gymnasts and their parents should understand that the training time spent in a relatively small coach/gymnast training ratio affords the coach ample opportunity to analyze the appropriate level for that particular athlete. Occasionally a gymnast is placed in an inappropriate level; in the best interest of the gymnast, there may be cause to move the child to a more suitable group setting. Gymnasts who exceed expectations may be recommended to a higher-level group. A consultation between the coach, athlete and parent would occur prior to a change being made. All placements are subject to change within the first three months of the training year, and possibly through the year depending on space availability.

Considering the number of hours gymnasts spend training (6 to 16 hours per week) they spend very little time actually competing before a judge (approximately 3 ½ minutes per competition). The rewards of the sport are as varied as the athletes themselves and are not confined to just competitions.

The Competitive Coaching team selects provincial stream athletes Level 3 to 5 and level 6 to 9. These athletes train 12+ hours per week. The competitions for this group include 3-4 qualifying meets per year and the opportunity to advance to provincial championships. Minimum skill requirements, quality of performance and a high level of commitment are prerequisites for this training experience. Parents of provincial athletes can anticipate 4-8 competitions per season.

In general, competitions can potentially begin in November; gymnasts must meet minimum standards as set out by the Gymnastics Ontario rule packages. Coaches have the final decision as to the participation and placement of athletes within the framework of the rules. If the coaches do not see the level of commitment required by the gymnast to compete at an upcoming meet, they have the final decision as to whether to allow the gymnast to compete or not.

## **COMPETITIVE LEVELS DESCRIPTION**

Mariposa Gymnastics Club is a member of [Gymnastics Ontario](#) (GO) and attend competitions that are sanctioned by this sport’s governing body. Athletes are entered in categories depending on age, skill level and quality of performance. They must meet minimum requirements. Registering gymnasts for meets is the responsibility of the Competitive Coaching Supervisor. Travel and accommodation, if required, are the responsibility of the parents. Attending competitions outside Ontario and/or Canada involve other sport governing bodies and additional fees and costs may apply.

The following is a brief outline of the programs offered by MGI.

### **Ontario Developmental Program (ODP):**

#### **5-6 year old ODP**

Our 5 and 6 year old ODP gymnasts begin in a skilled base program to provide them with fundamental gymnastic skills. Gymnasts compete in the Ontario Developmental Program that tests strength, power, endurance, handstand development and flexibility in many developmental stations. 5 and 6 year old athletes compete at 1 - 2 ODP competitions throughout the competitive season. All 5-6 year old participants will receive an ODP Participation certificate.

#### **7-9 year old ODP**

Our 7 to 9 year old ODP gymnasts test their strength, flexibility and power with physical abilities stations plus three to four skills on all four apparatus (level 1-5). The goal of this program is to improve the level of physical preparation and quality of gymnastics being performed in this age group. They will do 1 – 2 ODP competitions per season. The three areas of physical ability, plus the skills from all four apparatus and the total percentage for all seven areas will be awarded by an ODP certificate.

ODP provides accredited assessors for all competitions.

### **Ontario Competitive Program (OCP):**

Development Program

- ❖ [Level 1-5](#) = compulsory routines (no choreography required)
- ❖ [Excel Bronze, Silver and Gold](#) = optional routines (choreography required)
- ❖ [Level 6-10](#) = optional routines (choreography required)

In the Development program the gymnasts will compete on all 4 Olympic events. They will compete in 3-4 competitions per competitive season. This approach provides fundamental skills while allowing the gymnasts to experience a traditional competition setting. G.O. provides accredited judges for all OCP competitions.

Athletes that are 7 to 18+ years of age are eligible to receive medals (1st to 3rd) and ribbons (4th to 8th) for each apparatus and for all-around participation.

## COMPETITION RULES

1. Arrive for registration at the start of the designated time.
2. Be ready for your march in call.
3. Bring all necessary items (grips, warm up suit, water bottle, etc.) in a small gym bag, which can be taken on the floor.
4. Parents are NOT allowed on the competitive floor and should have no contact with gymnasts during competition.
5. Scores and placings are not to be discussed with gymnast until afterwards.
6. "The walls have ears"; parents represent the Club and must use discretion when discussing gymnasts and coaches. As judging is a trained technical skill, we must accept results even if we do not agree.
7. Gymnasts must demonstrate proper conduct and exhibit good sportsmanship, positive attitude and emotional control.
8. Gymnasts perform skills when they are warming up and competing only.
9. Failure to abide by the above rules may result in gymnasts being scratched from competition at the discretion of the coach.
10. No running from apparatus to apparatus. Walk as a group. Don't walk in front of other people who are warming up or competing. Stay with your coach at all times.
11. If the power goes out (lights off), everyone must sit down immediately.
12. When you arrive, remain in the waiting area for your coach.
13. No yelling or shouting in the gym. No pushing or shoving and wait your turn.

## COMPETITION WARM UP GUIDELINES

- ❖ Follow your coach's directions. Plan your warm up strategy with your coach, and what skills you will do in the limited time available.
- ❖ Stay with your group and be on your best behavior. You are representing Mariposa Gymnastics. Although we all want to have fun, our main purpose is to perform our routines to the best of our ability.
- ❖ The purpose of warm up is to "warm up" and get acquainted with the equipment. Nothing more. It is NOT the time to train new skills or tire yourselves by performing unnecessary repetitions.
- ❖ Remember that you have one chance to earn your score. Do it when it counts.
- ❖ After you have completed one event, CONCENTRATE on the next. Nothing can change your results and you must go on to the next event.
- ❖ Do not worry about anyone except yourself. FOCUS on what you have to do.
- ❖ SMILE! Especially when presenting to the judges and enjoy yourselves.
- ❖ Be there to cheer your teammates.

## **GYMNASTS NEEDS FOR COMPETITION**

- ❖ Club gym suit and team jacket and pants when required.
- ❖ Grips, wrist bands (preferably black or white), training aids if worn during regular training.
- ❖ Neat hair- absolutely no hair in eyes. Use hair spray, gel and/or clips. Style should not interfere with skills (e.g. rolls on beam). Do not use a style that has not been tested during practice. Ponytails, buns, French braids are recommended.
- ❖ The night before - a good night's sleep and a healthy dinner are a must.
- ❖ Gymnasts should eat a light meal at least 2 hours prior to a competition. Depending on when they compete and travel time you may want to pack a light snack and water bottle. Be sure the gymnast is well hydrated.
- ❖ No stress – help keep gymnasts calm by being relaxed and positive with them. Try not to rush them.
- ❖ Nail polishes, removable tattoos, jewelry, make up and body and hair glitter is not permitted to be worn by competitors.

## **TRAINING SCHEDULES**

MGI's competitive program runs on a yearly basis from August through June for a total of approximately 38 weeks of training. **Summer training is optional and based on enrollment.** The training schedule is set in May and parents are notified by e-mail as to competitive training schedule. The gymnasts will be told their coach at the end of August. This gives coaches time to make any necessary changes after watching summer training progress.

It should be noted that some schedule adjustments might be required to accommodate school holidays, competitions, floor routine training, etc. The coaches will make every effort to limit schedule changes. Any changes are at the discretion of the group's coach in consultation with the Competitive Coaching Supervisor. Parents and gymnast will receive adequate notice of any changes.

## **CANCELLATION OF TRAINING**

From time to time it may be necessary to cancel regular training. The club provides 5 personal days for each coach to take time off throughout the season. This is taken in to account and is reflected in the yearly fees.

## **FEES**

Mariposa Gymnastics fees cover a 36-44 week training period. Payment options are set by the Gym Manager. Invoices for the training year are distributed prior to the start of training in September for the year. Payment (full payment, monthly credit card OR post-dated cheques) is required **PRIOR** to the start of training according to the payment schedule provided. Payment is required to hold the athlete's group position. One of these payment options must be followed. **NO EXCEPTIONS.**

All programs are designed to function as a full year commitment and as such the annual training fees represent an ANNUAL fee payable before the training session begins. The provision to make monthly installment is offered as a courtesy only, and anyone who withdraws from the program after November 1<sup>st</sup>

(subject to MGI cancellation policy) remains responsible for the remaining monthly payments to fulfill their total financial commitment.

Failure to remit fees according to the payment schedule will result in suspension of the gymnast's training until satisfactory resolution is achieved. The charge for any cheques returned NSF is \$50.00. Prompt remittance of the replacement fee and the charge is expected. In addition to the training fees, gymnasts must pay the required GO registration/insurance fee and competition fees.

After November 1<sup>st</sup> there will be no refunds.

The athlete will be suspended from training if fees become outstanding for more than 30 days.

### ***TRAINING FEE REFUNDS***

For athletes who train in the sport of competitive women's artistic gymnastics the commitment of time and personal energy is great. The club understands that not every candidate for the competitive team will be able to continue the training year and a provision has been made to allow the gymnast to withdraw from training anytime up to **November 1<sup>st</sup>** of the training year.

If for medical reasons (injury or illness) a competitive gymnast must withdraw from training for more than 4 weeks of the training year, refund of the balance of the training fee for the period absent from training beyond 4 weeks will be issued. Please note that a doctor's certificate is required in this situation. There are no refunds on competitive entries, deposits on leotards, warm up suits, etc., unless these costs are refunded to the club.

### ***COACHING MANAGEMENT TEAM***

Coaching Management Team (CMT) oversees the management of the competitive coaching staff within the club structure. CMT consists of the Gym Manager and Competitive Supervisor. The CMT is responsible for ensuring that club philosophy is upheld and acts as a liaison between coaches and parents. The team is in place to provide advice and guidance with scheduling of groups and placement of gymnasts and other issues related to training when required.

### ***RULES OF THE GYM FOR GYMNASTS***

1. Proper apparel must be worn for all practices. Gymnast's workout attire should consist of a gymnastics leotard over which shorts may be worn. No two-piece suits for safety of coaches during spotting. Gymnasts must have bare feet. No socks or shoes are permitted in the gym area. Articles of clothing that are left in the gym will be placed in a Lost & Found Box. Unclaimed items will be donated to charity or disposed of.
2. Girls with long hair must keep it tied back during practice. Jewelry is not to be worn in the gym.
3. Gymnasts are expected to arrive at the gym on time for scheduled practices in order to take part in the proper warm up.
4. Drink and food consumption is allowed in the designated area only. Food and drinks are not allowed in the training area or in the change room. Healthy snacks only during break time. Candy, etc. only after training. No gum is permitted in the gym.
5. Gymnasts are not allowed to leave the building during or after practice without adult accompaniment.

## **EXPECTATIONS OF GYMNASTS**

1. I will participate because I want to, not just because my parents or coaches want me to.
2. I will participate by the rules, and in the spirit of sports.
3. I will control my emotions - as emotional outbursts can spoil the activity for everyone.
4. I will respect my fellow competitors
5. I will do my best to be a true team member.
6. I will remember that winning isn't everything – that having fun, improving skills, making friends and doing my best are also important.
7. I will acknowledge all good performances both from my teammates and gymnasts from other clubs.
8. I will remember that coaches and judges are there to help me. I will accept their decisions and show them respect.
9. I must attend all scheduled practices. If I am unable to attend, the coach must be informed prior to the practice, if possible.

## **CONFLICT RESOLUTION**

Concerns between coach and gymnast are to be dealt with in the following manner:

- a) In discussion between gymnast and coach. If not resolved...
- b) Between gymnast, coach and parent. If not resolved...
- c) Be brought to the attention of the competitive supervisor for resolution.

## **EXPECTATIONS OF THE PARENTS**

1. To support the coach and not interfere with his/her efforts to coach (no sideline or home coaching of the gymnast).
2. Never question the judges' or coaches' judgment in public.
3. To consult with the coach after training if there are any questions regarding the gymnast.
4. To observe the rules of the gym as outlined.
5. Strive to have your child at all practices. To inform the coach if the gymnast will be absent or if there is a health problem.
6. To have the gymnast at the gym in advance of scheduled practice time and to pick the gymnast up promptly at the end of the session.
7. To check the bulletin board and/or email daily for information and to respond promptly as required.
8. Ensure the gymnast has had proper rest (a good night's sleep) and eats a nutritionally balanced diet. See Canada's Food Guide.
9. If your child is sick, do not send them to the gym.
10. Parents and friends are not permitted in the training area. If you have any questions concerning the program or your child, please make an appointment with their coach.
11. Parent viewing is limited to 15 minutes before and 15 minutes at the end of training.
12. To be supportive of all club activities.
13. To fulfill the family volunteer commitment.
14. If your child needs to be called off the floor for any reason please wait for the group break or arrange to have the message passed to the nearest coach on the floor that will safely pass the information along to the gymnast's coach



**PLEASE NOTE:**

***Distractions from the viewing area are a safety concern for all gymnasts training in our facility. We ask parent and visitors to be particularly aware of their actions in this regard.***

***For our sport to be as safe as possible for everyone on the training floor, concentration and focus are very important. Please remember that when gymnasts are training, they must stay focused on what they are doing and concentrate on the instructions their coach is providing. Spectators are not part of this process and must refrain from disturbing gymnasts while they are learning and working. This includes calling to, speaking with, instructing and gesturing from the sidelines. Viewing by parents of competitive gymnasts, who train anywhere from 6 to 16 hours per week, should be selective and unobtrusive and is limited to 15 minutes at the beginning of practice and 15 minutes at the end of practice.***

***Expectations of Coaches and Management***

The successful operation of our gymnastics program is based on a partnership between gymnasts, coaches, and parents.

**Expectations of Coaches:**

- Determine philosophy, program, and curriculum guidelines
- Determine gymnasts' competitive categories and direction.
- Operate the program within ODP and J.O Gymnastics guidelines.
- Adhere to the values of the ODP and J.O Gymnastics program.
- Ensure that all gymnasts follow club policies.
- Behave in a manner consistent with the clubs Code of Conduct.
- Maintain and enhance knowledge and skills through continuing education.
- Be punctual and attentive for workouts.

## **Expectations of Management Team:**

### Goals and Objectives:

- To encourage and support the pursuit of excellence and achievement of athletic excellence through contributions from competitive and recreational programs.
- To encourage enrolment through high quality instructional programs.
- To provide opportunities for personal growth and life-long involvement for all participants.
- To provide an up to date facility and equipment to all participants.
- To provide certified and educated coaches.
- To provide enhancement opportunities in coaching education.

### **Choreography**

For levels 6 to 10 and Excel, there are special requirements for the music and choreography for artistic gymnastics. Music/choreography for floor routines is NOT included in the training fees. Additional fees will apply if your gymnast requires music and choreography for a floor routine. These fees are billed directly by the choreographer and do not involve Mariposa Gymnastics, although the gym provides the facility. Cost of choreographing a floor routine will be set on an individual basis and be invoiced by the choreographer. Final decisions about music selection and/or choreography rest with the individual coach. It is recommended that the gymnast keep their routine for 2 years.

### **Training Aids**

Individual gymnasts may choose to use grips and wristbands (for uneven bars) and other training aids, as necessary. Please consult with your gymnast's coach for information about appropriate equipment and possible suppliers.

### **Spectators at Meets**

At competitions, spectator fees apply to everyone except for the participating gymnasts and meet volunteers.

### **Competitive Suit**

All gymnasts are required to have a competitive suit, jacket and pants for all competitions. Prices may vary from year to year.

If you wish to purchase a new competitive suit, we will send out an order form with measurement instructions for you.

## ***FAMILY VOLUNTEER COMMITMENT***

The club operates exclusively through the efforts of its members, the gymnasts and their families. The club relies on its membership for the manpower and financial resources to meet its mandate and to operate effectively and responsibly. The running of the club and the maintenance of our training facility require the commitment, ideas and energy of **ALL** gym members.

For a more effective and equitable system we have redefined the terms of commitment for the competitive families. The volunteer commitments are outlined below, and it is important to note that these are a minimum standard only. The ultimate success of the gym will directly be reflected by the efforts of everyone involved.

Volunteer jobs are posted on the Sign-Up Genius website. The link to this is provided through email and a link will be available on our website, under the competitive team section.

The Family Volunteer Commitment is as follows:

- **2 hours for tag day (Mandatory – Buyout of \$75.00 available)**  
**The volunteer program:**
- **12 hours or more of training = 9 jobs or 27 hours (Buyout is \$300)**
- **Under 12 hours of training = 7 jobs or 21 hours (Buyout is \$200)**
- **Little Stars = 4 jobs at our Sunshine Invitational**

If there is more than one competitive gymnast in the family, regular volunteer hours are required for the highest number of hours trained per week for the first child and each additional child requires only 20% of the volunteer hour commitment.

Failure to fulfill required volunteer hours would result in additional fees charged to the parents. The formula for the additional fees is based on the number of volunteer hours that were not worked @ \$11 per hour.

**Please note: We cannot stress enough how much we need your help! We realize your time is important and we appreciate everything you can do. The more you volunteer, the better the gym becomes.**

### ***LINKS OF INTEREST:***

Mariposa Gymnastics Club website: <http://mariposagymnastics.ca/>

Gymnastics Ontario website: <http://www.gymnasticsontario.ca/>

Gymnastics Canada Website: <http://www.gymcan.org/>

**Once again, welcome to Mariposa Gymnastics!**

**We are looking forward to a fun, successful season and are very pleased to have you**

**and your child(ren) as part of our gymnastics family!**