



chinook
rhythmique gymnastic
club

2019-2020 COMPETITIVE HANDBOOK

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Introduction

This Manual has been created for the membership as a reference source and is intended to provide you with operation guidelines regarding:

- Lines of Communication
- Roles and Responsibilities
- Club Policies and Procedures

All inquiries regarding interpretation of the contents of this Manual should be directed to the Executive Director. Amendments or revisions to this Manual may be made from time to time at any meeting of the Board of Directors, passed by a simple majority of vote. The membership shall be duly notified. As a non-for-profit, volunteer directed organization, we are dedicated to both the promotion of our sport as well as the development of our athletes. With over 27 years of experience training elite level gymnasts, CRGC strives to provide our gymnasts with the highest quality of coaching available. Repsol Sport Center, our home from the beginning, is a nationally recognized training facility that exceeds our sport's unique requirements.

PARENT OBLIGATIONS

As a non-for-profit club we could not operate without the help of parents and we rely on parental support for the following:

Parents or Guardians are required to:

- **Volunteer their time and energy in the capacity of either a Board Member or a volunteer for special events when required.**
- **Be responsible for all costs incurred including fees, retainers, levies, competitive affiliation fees, travel expenses and apparatus.**
- **Be supportive of all gymnasts and coaches.**
- **Our carpets are very heavy and a valuable asset of the club. We ask that parents assist gymnasts in rolling and moving carpets, putting away chairs, music etc., as the gym is required to be cleared of all club owned equipment by the end of training each day.**
- **Attend the AGM, General or Parent meetings as scheduled by either the Coach or by the Board of Directors.**
- **Commit to Casino and fundraising requirements.**
- **Provide time, energy, and expertise to all Club hosted competitions and/or events.**

PLEASE BE AWARE THAT THIS IS A PARENT-RUN BUT NOT PARENT-COACHED CLUB. THE HEAD COACH IS THE FINAL AUTHORITY IN ALL ASPECTS OF COACHING AND TRAINING.

WHAT IS RHYTHMIC GYMNASTICS?

History

Although rhythmic gymnastics is a relatively young sport, it has roots in Ancient Greece, where athletes used balls and hoops to complement their exercises. In the late 18th Century, the practice was resurrected in Europe as a way to teach children how to develop both their minds and bodies in a natural and harmonious manner. The Soviets are credited with turning the combination of physical exercise and aesthetics of body movement into a competitive sport. Under the auspices of the FIG, rhythmic gymnastics is recognized in its own right with World Championships taking place each year. Rhythmic gymnastics was first included as an official Olympic event in 1984, with Canadian Lori Fung earning the gold medal.

Routines

Each routine must contain prescribed elements such as dance steps, leaps, pivots, flexibilities, and balances to demonstrate the technique and coordination of the gymnast. There must also be a close harmony between dynamism, amplitude and speed. The apparatus must constantly be moving and included with the body movements. The gymnast's relationship with the music is also fundamental.

Apparatus

Five different apparatus are used today and have strict requirements in terms of materials and dimensions. Younger age groups also participate in 'free' routines without any apparatus. The Junior and Senior levels use a different combination of four apparatus, as every two years one of the five apparatus is cycled out of use. For information on the apparatus in use for this cycle and upcoming cycles, look on the FIG (Federation International Gymnastic) website listed below.

Novice and Pre-Novice apparatus requirements change every two years as well, but are not subject to FIG requirements for size or weight. Canada sets the requirements for these levels, and usually follows the approved PAGU (Pan-American Gymnastics Union) system.

Judging

- Rhythmic gymnastics is a judged sport. Judges are qualified and certified at different levels.
- The proposed 2017-2020 Code of Points will have a jury that is made up of two panels: one panel judges Execution and one panel judges Difficulty. The Difficulty panel marks four separate requirements: body difficulty, dance step combinations, dynamic elements and apparatus mastery. The objective of each routine is to project grace and beauty while coordinating the body movements, prescribed elements and apparatus handling.

Parents are invited to learn about judging from courses the Club will provide if there is sufficient interest. Because of the nature of the sport, it is strongly recommended parents become advocates for the club and the sport through judging.

THE COMPETITIVE PROGRAM

CRITERIA & GENERAL INFORMATION

The Competitive program is designed for those gymnasts who have been identified by the Head Coach. Gymnasts selected for the Competitive program demonstrate rhythmic gymnastic proficiency. Other qualities may include: determination, attitude, natural ability and motivation.

CRGC may from time to time hold evaluations and/or talent identification camps. Placement in any level or group is at the discretion of the Head Coach.

Program Goals

- To provide the opportunity for each gymnast to reach their full potential.
- To provide the opportunity for each gymnast to perform and compete for CRGC
- To promote overall personal development including: self-discipline, motivation, pursuit of excellence, dedication, good sportsmanship, self-confidence and self-esteem
- To follow the standards established by all governing bodies to ensure all technical and program requirements are being met.

Structure of Programs

- Provincial Levels – Levels 1 through 6, with age divisions (Individual or Group) – trains with optional routines and music with compulsory movements and sequences as designed by the RG Program Committee of GCG.
- Interclub Levels are based on skills not on age.
- National Levels - Novice train and compete under PAGU or Canadian requirements. Junior and Senior (Individual or Group) – trains with optional and full routines as designed by the Federation of Gymnasts (FIG) Code of Points.

Age Categories

The age of the gymnast is determined by the calendar year of the competition as of December 31st. Age is calculated for the 2019-2020 season as of December 31, 2019

LEVEL – NATIONAL	DATE OF BIRTH	LEVEL AGE
Novice	2010, 2009, 2008	10-12
Junior	2007, 2006, 2005	13-15
Senior	2004 and up	16+
LEVEL – PROVINCIAL	DATE OF BIRTH	LEVEL AGE
1 B	2013 - 2012	7-8
2 A B & C	2011 - 2010	9-10
3 A B & C	2011 – 2010 - 2009	9-10-11
4 A B & C	2009 – 2008 - 2007	11-12-13
5 A B & C	2007 – 2006 - 2005	13 -14 -15
6 A B & C	2005 and up	15+

Required Competitions:

Provincial Levels

South Zone Competition
Provincial Championships – Alberta Cup (A Levels)
• Elite Alberta (B levels)
Western Regional Championships (3B/C, 4B/C
5 B/C, 6 B/C)

National Levels

South Zone Competition
Provincial Championships – Elite Alberta
Western Regional Championships
Canadian Championships
(Individual/Group)
Elite Canada

*Invitational Competitions are optional for both Provincial and National Levels

Participation in the outlined levels and/or competitions is determined by the individual gymnast's ability to meet the technical skill and other requirements established by Rhythmic Gymnastics Alberta (RGA), Gymnastics Canada (GCG), the Federation of International Gymnastics (FIG), and by the Head Coach.

Competitive Groups

One focus of rhythmic gymnastics is the development of competitive groups. Groups, depending on the level, have 3 to 5 members and perform routines with one or more apparatus. Each routine is 1:00 – 2:30 min. (depending on level of gymnast) in length. All gymnasts and gymnasts' families have an obligation to each other and to the Club. This obligation includes commitment to training in the gym as well as participation in shows, events, demos, competitions and meets deemed appropriate by the Head Coach.

A meeting of all parents and gymnasts of the group is required before choreography is put in place for any group. Expectations and commitment dates will be outlined at this meeting and Group Contracts will be signed. Please realize flexibility and a positive attitude are required in dealing with a group as plans can and do change due to unforeseen circumstances.

AGG Groups

Aesthetic Group Gymnastics (AGG) is a discipline of gymnastics based on stylized, natural total body movement. The sport involves harmonious, rhythmic, and dynamic movements performed with economical and natural use of strength. All movements must be performed fluently, showing amplitude and variety in the dynamics and speed. The composition must contain versatile and varied body movements, such as body waves, and swings, balances and pivots, jumps and leaps, dance steps, and lifts. A competitive group consists of 6 to 10 gymnasts. Teamwork and unity are essential.

AGG PROVINCIAL AND INTERNATIONAL LEVELS

Pre-Novice (10-12 yrs old)
Novice (12-14 yrs old)
Junior (14-16 yrs old)
Senior (16 and over)

A meeting of all parents and gymnasts of the group is required before choreography is put in place for any group. Expectations and commitment dates will be outlined at this meeting and Group Contracts will be signed. Please realize flexibility and a positive attitude are

required in dealing with a group as plans can and do change due to unforeseen circumstances.

IN THE PRACTICE GYM

A body suit, long tights or form-fitting shorts are acceptable. Baggy or loose clothing is not advised. Hair must be secured off the face at all times and in a bun. No jewelry is allowed.

Repsol Center Passes

All gymnasts will be issued user ID cards in September. Each gymnast must show this card for admittance to the gym upon each training session. If the gymnast fails to show her access card three times in a month, the gymnast will be charged a \$10.00 fee as Repsol Sport Center has to reissue a new card. Gymnasts and other club members are expected to enter the lower level of Repsol through the back gates located at Customer Service.

These admission cards are not to be used for personal passes to the use any of Repsol's sport facilities under any circumstances.

Apparatus

Each gymnast (other than recreational) must own their own required apparatus and must be brought to all practice sessions. A sports bag with the gymnasts' name and Club is preferred. Gymnasts must bring their practice routine music to each session if it is not on the club music systems. CRGC is not responsible for lost, misplaced or broken articles. Gymnasts should bring all their belongings home with them after each training. Please check the storage rooms for any unclaimed items on an on-going basis.

Food

Good nutrition is the basis for good health and peak performance. It is recommended that snacks brought to practice are nutritious. Parents are encouraged to reinforce this important element in the training of their gymnasts. Acceptable foods would be: fruit, veggies, granola bars etc. Unacceptable foods: chips, chocolate bars, fries, gum etc. Only water in plastic or metal bottles are acceptable in the gym area of Repsol Sport Center. **No eating or drinking is allowed on the carpets!** Please ensure that the gym and storage room/garage area are cleared of all garbage at the end of every training day.

Attendance

Success of the program, as well as of the gymnast, requires the commitment to perfect attendance. It is understood that from time to time, illness or injury will prevent attendance; however, please email or phone the coach in advance with regards to any absences. Please be advised that NO make-up classes are available, except when a class is cancelled due to Repsol cancellations or unforeseen circumstances. Gymnasts who are injured are encouraged to attend practice sessions and work on strength and flexibility training as their condition permits, or on the advice of a physician and the coach. Gymnasts also need to arrive to their classes on time, late arrivals disrupt the class.

Practice Cancellations

It will be inevitable that over the course of the year there will be some class cancellations due to Talisman scheduled activities and events. Please note that we often get short notice in this regard. We will endeavor to provide fair and equitable training time for all levels and gymnasts throughout the program year.

Carpets & Music Systems

All gymnasts and parents are expected to help with the rolling of the carpets! Please be sure that you are diligent in this chore. Coaches are responsible to monitor this task in a fair manner. Our carpets are valued at \$14,000, so it is important to lengthen the life of our carpets by rolling them evenly, cleaning them on a regular basis, and treating them with respect. As well, music systems and speakers need to be brought out and put away daily – all gymnasts must take turns in this regard.

The photo below is an example of how bad carpet rolling. If they are continually rolled with cone shaped ends they start to warp and the edges wear.



Behavior

Courtesy, respect and good sportsmanship are required of each gymnast towards all gymnasts, coaches, Repsol personnel, and parents. Problems arising from inappropriate behavior in the attached Gymnast Code of Conduct will not be tolerated. After the first occurrence of any significant behavior infraction, a suspension from training may occur. A verbal apology is expected. After the second occurrence, expulsion from the program will be considered at the discretion of the coach. All gymnasts are required to read and understand the policies outlined in the gymnast's Code of Conduct. The document is provided in duplicate and both copies must be signed by gymnast and parent.

Viewing

Parents are **discouraged** from viewing training sessions, as this is very disruptive to the Coach, the gymnast and the training session. Parents, guests or friends require permission from the Coach before any viewing is allowed in the gym.

Any discussion with the coaches should be scheduled for a time allotted by the Coach, usually after training. Appointments can be made ahead of time by phoning or emailing your gymnast's coach directly, respecting times and lifestyles.

CASINO

The club's next two-day casino will be in January-February-March of 2021

Casinos occur about every 18-22 months. In the event of a casino, parents are responsible to provide volunteers for a shift per child in the club. All members will be required to complete their Casino Volunteer forms when requested. Further details regarding the Club Casino will come from the Executive Director. As casinos are an irreplaceable and important source of funds for our club, every club member family is required to assist with one shift and if we are short of volunteers we will ask for two shifts.

Casino Levy: All Members - This season a \$350 Levy cheque is not required at registration.

FUNDRAISING

An annual fundraising levy ("the Levy") is payable to the club on the behalf of each gymnast in the amounts detailed below.

- **Pre-Competitive Levels (Poppies, Tulips, Interclub - Blue): \$250**
- **Competitive Levels**
 - **Provincial - Red, White, Sparkles: \$370.00**
 - **National – Elite: \$420**

The Levy is to be paid by e-transfer or cheque pursuant to one of the following two options:

1. **Option 1:** One payment representing 100% of amount owed to be paid on or before October 1st, 2019; or
2. **Option 2:** Two payments each representing 50% of the amounts owed, to be paid on or before October 1, 2019 and February 1, 2020.

Fundraising levy amounts are non-refundable. Late payments of fundraising levies are subject to \$25 late fee. Any cheques returned NSF are subject to a \$40 NSF fee.

As a parent run Club, the development, organization and running of fundraisers is the responsibility of the parents. At the beginning of the each season a parent meeting will be held to discuss fundraising options and to:

- Identify and select one parent to chair the fundraising committee (the "Fundraising Chair"); and
- To identify and select individuals interested in sitting on the fundraising committee and to assist in the development, organization and running of any Fundraisers.

Any net profit raised by the individual Member shall be distributed as follows:

- 15% of net profit raised by the Member is payable to the Club for Administrative support provided by the Club to the Fundraiser;

- 85% of net profit raised by the Member is payable back to the individual Member. The Member is also able to direct that their share of net profit be paid into the individual Member's competitive retainer account.

NOTE: If no parents volunteer to act as Fundraiser Chair or to assist in the development, organization and running of fundraisers then there will be no fundraising conducted to offset the Levy.

VOLUNTEERING

All members have an obligation to volunteer at all competitions / events hosted by the Club and or Rhythmic Gymnastics Alberta. In addition, there are opportunities for members to volunteer on various committees or fundraising activities. It is expected and anticipated that members will provide a minimum of 20 hours during the course of the season.

ATTIRE

Competitive Suit

All materials and designs for competitive suits should be approved by your coach. Suits should match the 'theme' of the routine and music.

From the 2017-2020 code of points please adhere to these guidelines:

A correct gymnastics leotard must be in non-transparent material; therefore, leotards that have some part in lace will have to be lined (from the trunk to the chest). The neckline of the front and back of the leotard must be no further down than half of the sternum and the lower line of the shoulder blades. Leotards may be with or without sleeves, but dance leotards with narrow straps are not allowed. The cut of the leotard at the top of the legs must not go beyond the fold of the crotch (maximum). The leotard must be skin tight to enable the judges to evaluate the correct position of every part of the body.

The leotards of group gymnasts must be identical (of the same material, style, design and color). However, if the leotard is made of a patterned material some differences due to the cut may be tolerated.

You are allowed to wear:

1. Long tights down to the ankles, over or under the leotard.
2. A full-length one-piece leotard (unitard) provided that it is skintight.
3. The length and color(s) of the fabric covering the legs must be identical on both legs (the "harlequin" look is forbidden). Only the style (cut or decorations) may be different.
4. A skirt that does not fall further than the pelvic area over the leotard
5. A skirt that does not fall further than the pelvic area over the tights or the unitard.
6. The style of the skirt (cut or decorations) is free, but the skirt must always fall back on the hips of the gymnast (the look of "ballet tutu" is forbidden).
7. Jewelry of all types and piercing, which could jeopardize the security of the gymnast, are not allowed

Footwear

Gymnasts may perform their exercise with bare feet or gymnastic slippers such as toe shoes. However, during practice, bare feet are unacceptable in our gym for health and safety. Socks or toe shoes are acceptable for training.

Provincial Track Suits

The club uses the new RGA Alberta tracksuit with black yoga pants. Competitive gymnasts will need tracksuits for Elite Canada and Canadian Championships.

All competitors will need these garments in their gym bag. This year orders will be placed in mid- October.

Mandatory Team Wear -

Elite gymnasts must have team jacket and team black tank top and leggings.

Red, White and Sparkles levels must have team black tank top and team jacket.

All other levels are welcome to purchase items.

Additional pieces include leggings, shorts, soft shell, long sleeved t-shirt and cap sleeved t-shirt.

Competition Hair -

The suggested style for rhythmic gymnastics hairstyles is the classic ballet bun. For those who are inexperienced, some bun-making tips are included below. Depending on the length and thickness of the gymnast's hair, different techniques are appropriate. You will need brush and comb, hair pins or bobby pins, hair nets (available at drug stores in various hair colors), flat barrettes, hair elastics, hairspray and hair gel. Optional adornments (such as scrunchies, sparkly clips, etc.) may be used, so long as they are not distracting.

Shoulder length, thin hair: Starting with a ponytail at the crown of the head, braid the hair and elastic the end. Then wind the braid around the base of the pony stopping to pin the braid in place to the scalp hair every couple of inches. Hide the end of the braid in the bun and pin securely. Wrap a hair net over the bun several times until it is tight to the bun. Gel loose ends up into scalp hair and secure with clips

Medium length, medium thickness: Starting with a ponytail at the crown of the head, twist the ponytail hair and wind around the base, while securing with pins every couple of inches. Tuck the end under the finished bun, secure with pins and wrap with a hairnet. Gel, hairspray and clip flyaway hairs as needed

Very long and thick: Either braided or twisted hair will work here. A sausage style can work well here by folding the braid in a line down the back of the head and back up till the braid is used up. Use lots of pins, and heavier elastics.

Shorter than shoulder: As long as the hair is neatly away from the face and neck, there are different approaches to shorter hair:

1. Very short hair could be gelled back (see artistic gymnast, Svetlana Khorkina)
2. French braids that are pinned and gelled at the nape of the neck.
3. A short ponytail at the nape of the neck.

APPARATUS REQUIREMENTS

Rope

The requirements for the ropes are the same for all levels. It should be cut with the ends melted to prevent fraying. Then, it should be tied with one knot at each end. These knots should reach the gymnast's underarms when she stands in the middle of the rope with her feet shoulder width apart.

The ropes can be different thickness and weight. For lower levels, it is sufficient to buy 3/8" diameter braided rope made of hemp or similar material from Rona, Canadian Tire, Home Depot or similar stores. However, cheaper ropes will shrink in length with use and will need to be replaced more frequently. For higher competitive levels, there is a big selection available for purchase. The majority of girls in our club use Pastorelli, Sasaki or Chacott ropes. Lighter ropes are more difficult to handle and are not advised for beginners.

Any color is allowed. Some girls dye their ropes, or decorate their ropes with pieces of tape; however, this should be done with caution, as it can make the rope too thick or heavy, influencing its handling ability.

Hoop

Proper rhythmic gymnastics hoops are available for ordering from apparatus suppliers. Hoops are measured by diameter in centimeters. A correctly sized hoop should, when standing with feet together and holding the hoop beside the body, come up to between the hip joint and hipbone. Each gymnast may prefer a slightly different size; however, it must conform to the regulations below.

Requirements by level:

	Diameter	Minimum weight
Provincial stream:		
Level 3	Minimum 70cm	200g
Level 4	Minimum 75cm	200g
Level 5-6	Minimum 80cm	300g
Provincial group	Minimum 70cm	200g
National stream:		
Novice	Minimum 75cm	200g
FIG Junior and senior	Inner diameter must be between 80-90cm	300g Seniors 260g Juniors

The hoop can be made of plastic. The club recommends the Flexible Romsport hoops. All hoops need to be taped, in order to meet the weight regulations. Many colors and patterns of tapes are available from our suppliers. Electrical tape, which can be found in small range of colors, is also sufficient. However, it is heavier than traditional hoop tape and should only be used in moderation. A final layer of clear, non-yellowing tape (also available from our suppliers) should be applied over the decorative tape to prolong the life of the hoop.

Ball

Balls are made of rubber or plastic and are available in wide range of colors and designs. Our coaches prefer all gymnasts to use FIG Senior-sized balls that are minimum of 18-20cm in diameter, and a minimum 400g weight. Recreational gymnasts can use smaller balls if approved by their coach.

Requirements by level:

	Minimum diameter	Minimum weight
Provincial stream		
Levels 1,2,3	14-16cm	270-400g
Levels 4,5,6	19-20cm	300g
National stream		
Novice	16-20cm	300g
FIG junior and senior	18-20cm	400g

Clubs

Clubs for rhythmic gymnastics are made from plastic or rubber. They can also be combination of plastic and rubber. The type of clubs a gymnast uses is at the discretion of the coach. Clubs can be decorated with colored tape, or small amounts of paint. Clear, non-yellowing tape should also be applied to the clubs.

Requirements per level:

	Length	Minimum weight
Provincial stream		
Levels 5,6	40-50cm	150g per club
National stream		
Novice	Minimum 36cm	100g per club
FIG juniors and seniors	40-50cm Diameter of the head 30mm max.	Minimum 150g per club

Ribbon

Ribbons are generally made out of satin or other similar non-starched material. The length of the ribbon depends on the age category of the gymnast. The end at which the ribbon is attached to the ribbon stick via a metal swivel is folded and doubled in length of 1m. Ribbons that are made of natural fabrics tend to shrink a bit, especially if dyed. It is advised to purchase senior-sized ribbons for all levels, cutting the ribbon only after it has been washed, ironed, dyed and/or painted.

Ribbon sticks can be made of bamboo, plastic or fiberglass. The bottom end of the stick may be covered in an adhesive, non-slip tape for maximum length of 10cm. The stick should be 50-60cm in length for all levels. The attachment fixture is to be 7cm maximum. It can be made of a cord, nylon thread or a metal swivel.

Requirements per level

	Minimum length
Provincial stream	
Level 4	4m
Level 5-6	5m
National stream	
Novice	5m
Junior	5m
Senior	6m

**Note – all apparatus used at official FIG events must have a visible valid FIG logo.

MUSIC

Routines are choreographed to a variety of music. All the exercises must be performed in their totality with a musical accompaniment. Short and voluntary stops, motivated by the composition, may be tolerated.

The music can be interpreted by one or several instruments or a musician, including the voice used as an instrument. All instruments are authorized provided that they express music with the characteristics necessary to accompany an RG exercise: clear and well defined in its

Music must be deemed suitable to both the gymnast's individual style and the 'mood' of the apparatus. Non-typical music of rhythmic gymnastic character is totally forbidden (example: words, sirens, car engines etc.) Music must enhance each routine and be cut either professionally or by the coach on good quality CDs. Individual routines are 1:15 – 1:30 minutes in length. Although gymnasts may have input on music selection, all selections must be approved by their coach or the Head Coach.

The following must be marked clearly on competition CDs:

- **The name of gymnast**
- **Country in 3 capital letters (CAN in our case)**
- **Apparatus symbol** (no artistic drawings, pictures of gymnast, etc.) ask your coach if you are not sure.
- **Length of music** (allowed 1:15 - 1:30 for individual levels 3+)
- **The name(s) of the composer(s) and the music used** (mark unknown if you don't know)
- For major competitions, music is normally sent electronically **however each gymnast should have 2 CD's for each routine burned as slow as possible on a regular music CD (CD-R). Do not use CD-RW.** From past experience at competitions, it is beneficial to have blank music CDs (one for each routine) and memory stick with your music (or on a laptop) in case something goes wrong with the CDs and you can be prepared to burn another one.

Please note:

Gymnasts should always have 2 copies of each CD properly labeled for competitions.

DO NOT USE YOUR COMPETITION COPIES FOR PRACTICE.

It is the responsibility of all competitive gymnasts to bring 5 pieces of music at the beginning of the season for review by Coach. Such music choices will be allocated to the gymnast as determined by the Coach.

Music Editing Policy¹

In the sport of rhythmic gymnastics, it is essential to have proper music. The style, edit, and quality must be considered in order to inspire the choreographer during the creation of the routine. Unique music defines the character of the routine, and can distinguish a gymnast from her competitors.

Finding an appropriate piece of instrumental music is very difficult. It often takes hours of searching just to find a single piece of music. The process of cutting a piece of music can take anywhere from 1-9 hours, and is a skill that can take years to master. It is often evident when a piece of music has been cut poorly; improper rhythm, choppy cuts, and a lack of cohesion are all easy to spot and can be detrimental to the routine.

Fees:

\$45 for finding and cutting a piece of music

\$30 for cutting a piece of music (i.e. someone else has found the music and it has been approved by the choreographer)

\$30 for resale of already cut music between gymnasts

\$10 for a set of labels (2 labels and 2 CD's for 1 routine)

See attached Flow Chart.

Music Editing Process (From the gymnast's point of view)



INTERNET RESOURCES

Following is a list of RG related website addresses which you may find useful and informative:

www.chinookRG.com: Our club webpage

<http://www.fig-gymnastics.com/>: This organization rules the competitive RG world. They also set the Codes of Points and judging regulations for all other competitive gymnastic disciplines, like artistic and tumbling, aesthetic, acrobatics and sport aerobics. Federation and web site based in Switzerland.

www.rgalberta.com: Alberta's own website where you can find acrobat files of recent newsletters, as well as member clubs and calendar of events.

www.eliterg.com: This is Mario Lam's web address. Mario offers great resources of his own invention. He has developed a program for writing script sheets, which you can buy or just demo on this site. He provides some good history information, and interpretation of the current Code of Points. Top reason to visit this site is his discussion forum, where many Canadian (and many international) gymnasts and parents visit and participate in discussion about 'Technical rules and Regulations'. It's a great place to ask questions.

<http://www.score2u.com/> Rhythmic Gymnastic Live feed scoring website. Also includes an archive of non-official competition results and photos.

KSIS – Event, scoring & scripting program: <http://rgform.eu/menu.php?akcia=ME>

<http://www.gymcan.org> This website is the official site for Gymnastics Canada (GCG). Events, results, news for rhythmic in Canada is posted here.

<http://www.rhythmicmom.com/forum/>: USA forum has event updates.

www.gymmedia.com: This is a European news site devoted to gymnastic headlines.

www.gymn.ca: A news site devoted to Canadian gymnastics, and includes feature articles and headlines about important developments in Canadian RG and artistic.

Commercial Websites for purchasing equipment and leotards:

www.illusioncostumes.com: This company makes competition suits specific to RG. You can buy custom fitted suits in her designs or your own, all on-line. Based in Toronto, Canada

www.mugewear.com This company is based out of Calgary call to book an appointment

www.kats-designs.com: Another Ontario based custom RG suit maker.

www.rhinestoneguy.com: Good prices on rhinestones by the gross. They have a really good page on application of rhinestones.

www.dreamtimecreations.com: Good source for rhinestones.

www.bermosport.com; based in Victoria, BC. They have all the shoes and apparatus from Sasaki, Bleyer, Mitufa, Milka, Togu, IWA and other manufacturers. Mail order within Canada.

<http://www.romsport.ca>: This one is in Montreal and carries all the above names as well as Amaya and their own line of shoes, clubs, hoops, ropes and other stuff. Their line is inexpensive. The shoes are highly recommended. This company is the clubs' main supplier of apparatus.

<https://www.pastorellisport.ca> - apparatus.

SOURCES IN CALGARY

Fabric

If you are planning to sew your own suits, or have someone sew from your own designs, you need to source fabrics with interesting colors and designs. Be very careful in purchasing, that you buy fabric, which stretches in both directions. Costumes will fit better and more comfortably with 4-way stretch. Rhinestones can be purchased online.

Reena Fabric Saree Centre

Besides the section of dancewear fabrics, including Italian lycras, stretch velvets, sheers, and metallic and holographics, Reena's has incredible silk chiffons.

Classique Dancewear

Bodysuits, underwear, and sequins.

Fabricland

Many locations throughout the city – 4 way stretch can be ordered.

CLUB APPARATUS ORDERS

Chinook Rhythmic Gymnastic Club will order apparatus at the beginning of the season. The order will be placed as soon as possible after all the new gymnasts start. If there is a demand a second order will be placed in the spring. Payment will be required to receive your apparatus. Shortly after classes start the coaches will make final decision on what each of the girls will need to purchase, you will be asked to purchase following:

Competitive levels (provincial and national): you will need to purchase competitive quality apparatus you will be using according to your level requirements, depending on your level you will need: ball (\$60-\$190), ball pump (\$30-\$35), rope (\$40-\$50), hoop (\$40-\$60), tape for the hoop (\$20-\$40), clubs (\$100-\$120), ribbon (\$30-\$60), ribbon stick (\$45-\$100), several pairs of toe shoes (\$25-\$60)

Optional, but strongly advisable: hoop cover (\$30-\$50), ball bag (\$20-\$35), ribbon winder (\$15-\$35), ribbon swivels (\$10-\$20).

**Note – all apparatus used at official FIG events must have a visible valid FIG logo.

COMMUNICATION

The club's news, calendar of events and other pertinent information regarding gym activity will be communicated through email and through the club website. Please be sure to read your email and inform yourself of the happenings and activities of the club.

Any suggestions, comments or concerns should be put in writing for review by the Board of Directors and left at the Repsol Sport Center in the Chinook Rhythmique mail file.

Important Contact Information:

Mailing Address: Repsol Sport Centre
2225 Macleod Trail South
Calgary, AB T2G 5B6
ATTN: Chinook Rhythmique Gymnastic Club

Club email: chinookrgclub@gmail.com

Club Website: www.chinookrg.com

Club Facebook: "LIKE" and share with your friends and family
<https://www.facebook.com/ChinookRhythmiqueGymnasticClub>
Or join our private club Facebook page to see photos, club updates
<http://www.facebook.com/chinook.rg>

Club Instagram: chinookrg

The coaches welcome your direct calls. Should you wish in-depth discussion, please set up a mutually agreeable time to meet for a discussion. Please call the coach should your gymnast be absent from training. All general inquiries and questions should be directed to Joan Jack.

Joan Jack	403-220-1625 chinookrgclub@gmail.com
Olga Khabarova	403-220-9785 olyasmov@gmail.com
Vita Mikitanova	403-801-9582 vita.mikitanova@inbox.lv
Rima Nikishin	403-640-4319 rima1@telus.net
Nina Pavlovic	403-708-3044 ninapav3@gmail.com
Olivia Jack	403-993-1626 livhjack@gmail.com
Iveta Milciute	587-225-0769 ivetam17@gmail.com
Maria Sachyk	403-619-3702 ksachyk@hotmail.com
Katarina Yakimchuk	403-671-5462 k.anelia.y@gmail.com

NEW ROUTINE CHOREOGRAPHY FEES

Choreography takes an enormous amount of work outside of the gym and it is extremely demanding. It is important that our competitive gymnasts have their own routines so that they can develop their independent skills, personalities, and grow into their own type of performer. One routine often does not adequately fit all gymnasts in one level, as they can be very diverse in their strengths. Having one routine may limit some gymnasts from succeeding because their strengths don't get to show due to the limitations of the choreography.

The coach (not the parent) will decide what routines have been outgrown, what routines can be passed down, what new routines are required. This can be estimated at the end of the previous season. This way the coach ensures that all gymnasts can do their best and have routines that are adequate, challenging, and show off the gymnasts' best talents.

New routine choreography fees will be paid by the parents as follows:

Interclub, Poppies, Daisies, Tulips \$25 fee paid at beginning of the year paid to the club.

Provincial individual routine: \$50 paid to Coach per routine

Provincial group routine: \$30 per gymnast in the group. \$100 is paid to Coach and remaining amount is paid to the Club

Provincial AGG routine: \$30 per gymnast in the group. \$100 is paid to Coach and remaining amount is paid to the Club

Elite Group:
(Provincial level) individual: \$300 paid to Head Coach per routine

National Level individual routine: \$300 paid to Head Coach per routine

This Policy will be reviewed in June of each year.

ONE ON ONE LESSON POLICY

Cost of One on One is dependent by coach.

Please contact the coach you wish to schedule a private with for further information.

This Policy will be reviewed in June of each year.

The gym cannot be rented less than 7 business days in advance and modifications or cancellations must be 14 business days in advance, 8-13 business days in advance Repsol charges \$50 fee and 7 business days or less Repsol charges full rent.

Please Note Repsol Sport Centre will charge a \$50 fee if:

- **We begin using the gym before our allotted time including warming up in the area or rolling out carpets. (i.e. we cannot use our 30 minute access as part of the training time).**
- **We are conducting one on one lessons or warm ups in public spaces or in spaces booked by other user groups.**

TRAVEL POLICY

(Amended January 2018)

All gymnasts selected to participate in competitions as assigned by the Head Coach will represent Chinook Rhythmique Gymnastic Club and will be required to follow the following Travel Guidelines and Policies:

Athletes attend competitions and training events as ambassadors for Chinook Rhythmique Gymnastic Club; therefore, the philosophy of the club is to have properly trained and prepared athletes at the time of competition or training. With this philosophy, parents are responsible to have, or organize to have, the athlete healthy, well rested, fed, and prepared to perform at the site of the event. The coach will designate the schedule for this preparation.

If a parent is not accompanying their child on a competition, it is up the parent to designate an adult (whether it be the Coach or another parent) to look after their child. If no parents are available to supervise unaccompanied gymnasts the coach will take that responsibility. A meeting between the Coach and parents shall be held before each competition to determine the level of care for each gymnast and who will provide that care.

The parents and Club will adhere to Gymnastic Canada's Safe Sport Framework.

Travel Requirements for Gymnasts:

In Province Competitions:

- Travel to/from event is completely up to each family/individual so long as they adhere to team arrival and departure times for training days and competition.

- Gymnasts and coaches will all stay in the same host hotel.
- Athletes wishing to travel with coaches will be informed of coach travel itineraries and will be independently responsible for booking the same travel arrangements as the coach.

Out of Province Competitions:

- Arrival and departure times for training days and competitions will be set by the coach
- Gymnasts and coaches will all stay in the same host hotel or accommodations at competitions
- Gymnasts and coaches will travel together on same flights to and from competitions when possible.
- Gymnasts will participate in any extra-curricular group activities arranged by the club or coach while at a competition
- Gymnasts, coaches and any attending parents shall when at all possible eat meals together during competitions.
- Gymnasts/families will be responsible to book their own travel insurance.

TRAVEL COST POLICY

All associated costs (net of funding received from other sources) for coaches and judges to travel to and attend at competitions, events, and training camps are to be paid for by the gymnast(s) attending the competition, event and training camp.

Associated allowable costs (net of funding received from other outside sources) include:

- Mileage \$.30 per km when the coach uses her own vehicle (it is the recommendation of the club that coaches and travel together or with parents to eliminate this cost whenever possible);
- Accommodation at hotels;
- Per Diem for meals of up to \$60 per day per day of competition for contract coaches;
- Per Diem for meals for employees as detailed in Employment Contract(s);
- Applicable Honorariums, Carpet Fees or any salary/income outside of a coaches regular contract payable by the Club;
- Flight and luggage costs;
- Taxi, shuttle costs or airport parking (the most economical option to be used); and
- Such further and other required costs as may arise during the course of travel (i.e. cost related to flight delay, pre-approved group activities etc.)

Invitational Competitions: The gymnasts attending domestic invitational competitions are responsible to pay 100% of all allowable coach and judge costs, no matter the number of gymnasts attending. No Club funding will be provided for domestic invitational competitions. The decision for the Club to send judge(s) (in addition to a coach) to an invitational competition

must be pre-approved by the Technical Director, the President, the Vice-President and the Treasurer of the Board.

International and Other Events: In certain circumstances the Board may approve International invitational competitions, other events or training camps as eligible for funding. Funding is not guaranteed and whether it is granted is solely within the discretion of the Board.

Qualifying Competitions: In certain circumstances, as per the chart below, funding may be available for Qualifying or FIG competitions (i.e. Elite Canada, Canadian Championships, Western Championships or specific international competitions). The honorarium/carpet fees of judges are not allowable expenses to be passed on to gymnasts for competitions within this category.

Club Funding: In all circumstances, to qualify for Club funding, the competition, event or training camp must be sanctioned by the Technical Director, Technical Director, the President, the Vice-President and the Treasurer of the Board, as one that Club gymnast(s) will officially participate in and as one that will be eligible for funding.

To help offset the costs of certain competitions, events or training camps, the Club **may** fund a portion of the allowable costs to a maximum of the percentages outlined in the table below.

Number of Gymnast(s) attending Competitions	Cost paid by Gymnast family(s)	Cost covered by Club
1 (assignment or ranking or under special circumstances at the discretion of the Board)	55%	45%
2 (assignment or ranking or under special circumstances at the discretion of the Board)	65%	35%
3	75%	25%
4	85%	15%
5 or more gymnasts	100%	0%

NOTE: There is no positive obligation of the Club to fund any competition, event or training camp. The Club's ability to provide funding is voluntary and dependent on its financial status. Funding in any circumstance is not guaranteed and whether it is granted is solely within the discretion of the Board.

COMPETITIVE COMMITMENT:

- a. **ELITE:** It is expected that Elite gymnasts will participate in a minimum of:
 - i. 4 weeks summer training
 - ii. All applicable qualifying competitions
 - iii. 4 invitational competitions
- b. **SPARKLES:** It is expected that Sparkles gymnasts will participate in a minimum of:
 - i. 2 weeks summer training
 - ii. All applicable qualifying competitions (South Zones, Alberta Cup, Western Regionals)
 - iii. 3 invitational competitions
- c. **OTHER PROVINCIAL GROUPS:** It is expected that Provincial level gymnasts will participate in a minimum of:
 - i. 2 weeks summer training
 - ii. All applicable qualifying competitions (South Zones, Alberta Cup, Western Regionals)
 - iii. Club hosted invitational competitions

COMPETITIVE RETAINER:

An initial retainer for expected competitive expenses is to be paid by the Member(s) prior to competition season starting and in any event no later than November 30, 2019. Upon the retainer amount being fully used it is the Member(s) responsibility to replenish the retainer. The Club will not register the gymnast for upcoming events/competitions unless there are sufficient retainer funds to cover the anticipated costs as per the Club travel policy. The retainer is to be paid by way of cheque or e-transfer. Should the Member(s) choose to pay the retainer by credit card there will be a 3% surcharge for administration costs. The retainer to be paid is as follows:

- a. **ELITE:** Initial retainer of \$1500.00. Replenishment of the retainer fund is a minimum amount of \$500. The required replenishment may be greater depending upon upcoming competitions or event.
- b. **SPARKLES:** Initial retainer of \$750.00. Replenishment of the retainer fund is a minimum amount of \$350.00. The required replenishment may be greater depending upon upcoming competitions or event.
- c. **OTHER PROVINCIAL GROUPS:** Initial retainer of \$400.00. Replenishment of the retainer fund is a minimum amount of \$200.00. The required replenishment may be greater depending upon upcoming competitions or event.

Responsibilities of Gymnasts:

- Courtesy, respect and good sportsmanship is required of all gymnasts towards ALL fellow gymnasts, coaches, judges, team managers and traveling parents
- Your whereabouts, at all times, must be known by the Team Manager and/or Coach
- Know your competitive schedule
- Adhere to the coaches and/or team manager's guidelines with respect to: nutrition, dress code, curfews, room assignments, lights out etc.
- Arrive prepared for scheduled warm-up or practice times
- Track suits, training suits, competitive suits, apparatus and music is the gymnasts responsibility, all of these items need to be in a gym bag separate from your traveling bag(s)!
- Always use the buddy system to ensure your safety – Never go anywhere alone.
- Complete a Trip Report for RGA after each competition.

Code of Conduct:

- Good sportsmanship is expected at all times
- Be in the gym supporting your teammates when at all possible
- No disorderly conduct, angry outbursts etc.
- No rude or course language
- No gum or candy in the gym
- Nothing of value in the gym, i.e. jewelry or money over \$20.00 that could be taken from your gym bag
- All directions from coaches/team managers are to be followed in a positive and prompt manner
- Refrain from discussing performance or behavior of any athlete, coaches, or judges at all times.
- Abuse (mental, physical or verbal) of any athlete, coach, judge, parent or team manager will not be tolerated
- Use of alcohol, cigarettes or any drugs will not be tolerated

Hotel Rules:

- Room assignments must be adhered to
- Do not use anything from bar fridges
- The coach/team manager must approve any movies ordered in room, and you must have money to pay for it!
- Use personal cell phones to call home as extra charges will be added to your room for use of room phone!
- Keep your door locked at all times and keep track of your room key at all times
- Do not open your door to anyone you do not know.
- Younger gymnast without parents travelling should have the team manager or coach keep all valuables including birth certificates, passports and money.
- Keep your room and belongings in order.
- Use buddy system when using elevators and stairwells
- No swimming allowed before competition

Guidelines for Coach

The Head Coach shall be aware of all major competitions at Provincial, National and International Invitational levels that are beneficial to the overall development of the Club's athletes. The Head Coach will make recommendations for participation in such competitions.

At the Competition – The designated Coach:

- Will review the schedule and decide practice/warm-up times for each gymnast
- Will set departure times to the venue
- Will attend any required Technical meetings
- Discuss with gymnasts appropriate behavior and expectations
- Will be responsible for the gymnast from warm-up until their competition/training session is over
- If no parents are available to supervise unaccompanied gymnasts the coach will take that responsibility

Conduct

- Be a mentor and a role model, abstaining from drugs, alcohol, profanity, etc.
- Abuse, (physical, mental, verbal) towards anyone is not tolerated.
- Maintain confidentiality at all times.
- Be sensitive to the emotional needs of all athletes.
- Be supportive to all athletes, especially in the gym.
- Be calm, friendly and under control in dealing with all athletes.
- Ensure all common sense safety practices are adhered to.

Guidelines for Team Managers

If Rhythmic Gymnastics Alberta requires that a Team Manager must be appointed for any competition and if no parent assumes this responsibility the Head Coach may appoint a responsible adult to take on the role of Team Manager. If the Team Manager is not a parent of a gymnast, the expenses of travel and accommodation for the appointed Team Manager will be paid for by the Club for Elite Canada, Western Canada and Canadian Championships. For all other competitions the expenses will be shared by the gymnasts attending.

Team Managers Responsibilities:

The Team Manager must possess a valid driver's license and own a credit card, to be used for emergency purposes and reimbursed by the Club and or gymnasts upon trip completion.

Team Manager will be responsible to:

- Be available during the competition to determine course of action should medical or other emergency situation arise
- Be available for last minute help or preparation requests (i.e. hair, forgotten apparatus or suits).
- Deal immediately with any problems that arise. See the coach for advice regarding behavior or attitudes.
- Bring a travel kit including the following items: sewing kit, scissors, Band-Aids, tensor bandage, safety pins.
- Carry list of all gymnast's parents phone numbers and emergency contact numbers
- Have and follow travel, meet and entertainment itinerary and ensure athletes are informed of and follow same.
- Team Manager is the only person other than the Coach allowed in the practice or competition area.
- Ensure the Coach has meals if the Coach cannot leave the practice area to eat during a competition day.
- Ensure transportation arrangements are in place for gymnasts not arriving in the gym at the same time as the Coach.
- Ensure the Coach has transportation to and from the airport and to and from hotel to the venue.
- Have and follow travel and competition itineraries and ensure athletes are informed of and follow same.

Prior to Travel, meet with the assigned coach and determine guidelines for:

- Coach's expectations with regard to competition
- Guidelines/rules for nutrition, rest, meals, schedules, dress codes, activities
- Obtain and keep: gymnast waiver forms, medicines, birth certificates, passports, boarding passes, parent's letter of consent to travel, other valuables including money if required by the gymnasts
- Obtain copy of practice, warm-up and competition schedules from the Coach
- Make room assignments if necessary

Conduct

- Be a role model, abstaining from drugs, alcohol, profanity, etc.
- Abuse, (physical, mental, verbal) towards anyone is not tolerated.
- Maintain confidentiality at all times.
- Be sensitive to the emotional needs of all athletes.
- Be supportive to all athletes, especially in the gym.
- Be calm, friendly and under control in dealing with all athletes.
- Ensure all common sense safety practices are adhered to.

TRAVEL CHECKLIST

Don't leave home without it! Please make sure your gymnast carries the following documents in a safe place. A set of copies of the same documents should be made and kept in the luggage.

- Birth Certificate or photo ID if over 16
- Passport – For out-of-country travel
- Parental Consents duly notarized for travel outside Canada traveling without parents
- Travel Insurance information – can be purchased online
- Flight Itinerary and Boarding passes
- Hotel address and phone#
- Alberta Health Care #, and private Health Insurance information
- Competition Schedule
- Approximately \$50 per day for food and snacks
- Know home phone numbers, cell, business etc., emails (for emergency contact)

APPLICATION FOR AUTHORIZATION TO TRAVEL

Authorization to Travel approval must be obtained from GCG for any competition or training camp outside of Canada. All requests of Authorization to Travel are prepared by the Executive Director and must be sent to GGC through the Provincial offices. The \$50 fee for the first sanction request of the season is covered by RGA. After that, \$50 is required for every request to GCG. Sanction forms for events inside Alberta and outside Alberta events can be found on GCG's webpage: <http://www.gymcan.org>.

PARENTAL CONSENT

Supplied is an example of a Parental Consent, which must be furnished if your gymnast is traveling to compete without a parent accompaniment or if traveling internationally with only 1 parent the other parent should consent. Fill in as much detail as possible including names and places, and even modes of travel. This form *must* be signed by a Notary Public for international travel.

PARENTAL CONSENT

_____, 20__

To Whom It May Concern:

I/We, _____ are the legal parent(s) of the minor child, _____. I/We hereby consent and authorize _____ to accompany the said minor child on a trip to _____, _____ for the period of _____ to _____.

Signed this ____ day of _____, 20__ at Calgary, Alberta.

Name:
Address:
Calgary, Alberta, Canada
Phone: (403)

Name:
Address:
Calgary, Alberta, Canada
Phone: (403)

I, _____, of the City of Calgary, in the Province of Alberta, a Notary Public by royal authority duly appointed, do certify that _____ named in the within instrument who are personally known to me to be the person(s) named therein, has duly signed and executed the same for the purposes named therein, an act whereof being requested I have granted under my notarial form and seal.

DATED this _____ of _____, 20__.

A Notary Public in and for the Province of Alberta

REGISTRATION

Gymnast registration for all levels is completed on the Chinook Web page www.chinookrg.com under the **Login** tab.

CONTRACT

The Competitive Contract is presented as terms and conditions at the time of registration. A copy in this handbook is for the member's files. Please print the Gymnast Code of Conduct for signature by the gymnast and parents and send signed copy to chinookrgclub@gmail.com

National and Provincial Levels are expected to participate in summer training as per the Competitive Contract.

FEES

CRGC strives to provide a program inclusive of all coaching costs, ballet, proportionate facility rental and administrative costs. The monthly payments are for convenience only and bear no relationship to the number of classes in any one month. The Club is not responsible for sick or vacation time. Extenuating circumstances with regards to the payment of fees will be reviewed by the Club with a written request, for consideration addressed to the Board of Directors and received through Chinook Rhythmique Gymnastic Club mail file at Repsol Sport Center. Casino shifts and fundraising commitments for all programs will be required for each gymnast even if more than one gymnast per family.

Method of Payments

Payments are to be made on line with a debit or credit card. Full payment or a 10 month instalment option is available. Should a Member request payment by different method (i.e. e-transfer), such payment must be made/processed on or before the 15th of the month, failing which the late payment policy applies. Request for alternative method of payment must be approved by the Executive Director. **THERE IS NO REDUCTION IN FEES FOR PARTIAL ATTENDANCE OF A PROGRAM.**

- a. **LATE FEES:** Monthly Fees not paid by the end of that month's billing will be charged \$25 penalty fee. A further \$25 penalty fee will be charged for each month that the amounts remain outstanding.

The Board reserves the right to prohibit gymnasts with fees in arrears and/or unpaid competition expenses from training until such amounts are paid.

1. **LEVIES:** By accepting the terms and conditions the Member(s) also agree to pay casino levy (if applicable) and fundraising levy fees in the amounts detailed in FUNDRAISING section of the Handbook. Should levies not be received on or before the specified dates the Member(s) agree that their credit card may be charged for the applicable amount plus a \$25.00 late / administrative fee.

NSF/Charge Back on Credit Card or Debit Card

Any Charge back to CRGC on a debit or credit card is \$40.00 per transaction

Additional Registration Fees - Provincial Association Fees (RGA)

Fees provide liability and accident coverage to participating gymnasts and are compulsory. (For those gymnasts who may be training or competing at two different levels, coverage is required at only the National level.)

Withdrawal

CRGC requires 1 clear calendar months' notice, in writing, prior to withdrawal from the club, for any reason with fees being payable to said end of calendar month. Any refunds will be issued on a pro-rated basis after the 1 month notice period. If withdrawal occurs after March 1st of that calendar year without a medical certificate, all fees are forfeited for the remainder of the year.

Withdrawal due to prolonged injury/illness requires a letter and medical certificate to the Board of Directors before any reimbursement of any pre-paid fees.

CLUB GOVERNANCE (All positions are volunteer positions)

Board of Directors – General duties

President: Leads Board Meetings and AGM, liaises with Head Coach, acts as Clubs spokesperson

Vice President: Assists President, and acts as President in absence of President

Treasurer: Monitors Club books, payroll, reports to Gaming

Secretary: Writes and distributes minutes of Board meetings, keeps archival material for club.

Directors at Large: Assist other Board members and participate in Board discussion and voting

Non-Board Positions:

Meet Director – Organize volunteers and scheduling of meets hosted by our club

Casino Coordinator – Receives all paperwork from Gaming, and actively fills all volunteer shifts for club casinos

Fundraising Chair - assist in the development, organization and running of any Fundraisers

Special Events – Works with Meet Director in planning Club events and Competitions

Social Coordinator - Plans and organizes social such as Christmas and Year-End events.

**Chinook Rhythmic Gymnastic Club
2019-2020 Competitive Contract**

Between:

Chinook Rhythmic Gymnastics Club (hereinafter called the "Club") OF THE FIRST PART
and _____ (Member) OF THE SECOND PART.

CLUB POLICIES: The Member(s) agrees to abide by all the Club's by-laws, policies, regulations and guidelines as stated in the Competitive Club Handbook ("Handbook"). The Member(s) confirm that they have read and understand the contents of said Handbook.

It is understood that the Club's by-laws, policies, regulations and guidelines may be changed and updated from time to time during the term of effective dates. The Member(s) will be provided with notice of any change at least 30 days before implementation and, if the change affects financial responsibilities of the members, prior to the Member(s) being required to make the referenced financial commitment.

EFFECTIVE DATES: This agreement takes effect on September 1, 2019 and terminates August 31, 2020.

1. **FEES:** Payments for the ten (10) months of training shall be remitted at the time of registration either by a lump sum payment or the monthly installment payment plan offered by the Club at the time of registration. There is no reduction in fees for partial attendance of a program.

a. **METHOD OF PAYMENTS:** Payments are to be made on-line with a debit or credit card. Full payment or a 10 month instalment option is available. Should a Member request payment by different method (i.e. e-transfer), such payment must be made/processed on or before the 15th of the month, failing which the late payment policy applies. Request for alternative method of payment must be approved by the Executive Director.

b. **LATE FEES:** Monthly Fees not paid by the end of that month's billing will be charged \$25 penalty fee. A further \$25 penalty fee will be charged for each month that the amounts remain outstanding.

The Board reserves the right to prohibit gymnasts with fees in arrears and/or unpaid competition expenses from training until such amounts are paid.

c. **LEVIES:** By accepting the terms and conditions the Member(s) also agree to pay casino levy (if applicable) and fundraising levy fees in the amounts detailed in #6 below. Should levies not be received on or before the specified dates the Member(s) agree that their credit card may be charged for the applicable amount plus a \$25.00 late / administrative fee.

2. **COMPETITIONS & EVENTS:** Will be determined by the Head Coach and may be invitational, ranking or sanctioned. Each gymnast must have personal apparatus and appropriate attire including any mandated Club or Provincial team wear. The Member(s) must also pay for all travel expenses incurred, including proportionate coach and judge expenses as per the Club Travel Policy.

3. COMPETITIVE COMMITMENT:

- a. **ELITE:** It is expected that Elite gymnasts will participate in a minimum of:
 - i. 4 weeks summer training
 - ii. All applicable qualifying competitions
 - iii. 4 invitational competitions
- b. **SPARKLES:** It is expected that Sparkles gymnasts will participate in a minimum of:
 - i. 2 weeks summer training
 - ii. All applicable qualifying competitions (South Zones, Alberta Cup, Western Regionals)
 - iii. 3 invitational competitions
- c. **OTHER PROVINCIAL GROUPS:** It is expected that Provincial level gymnasts will participate in a minimum of:
 - i. 2 weeks summer training
 - ii. All applicable qualifying competitions (South Zones, Alberta Cup, Western Regionals)
 - iii. Club hosted invitational competitions

4. COMPETITIVE RETAINER: An initial retainer for expected competitive expenses is to be paid by the Member(s) prior to competition season starting and in any event no later than November 30, 2019. Upon the retainer amount being fully used, it is the Member(s) responsibility to replenish the retainer. The Club will not register the gymnast for upcoming events/competitions unless there are sufficient retainer funds to cover the anticipated costs as per the Club travel policy. The retainer is to be paid by way of cheque or e-transfer. Should the Member(s) choose to pay the retainer by credit card there will be a 3% surcharge for administration costs. The retainer to be paid is as follows:

- a. **ELITE:** Initial retainer of \$1500.00. Replenishment of the retainer fund is a minimum amount of \$500. The required replenishment may be greater depending upon upcoming competitions or event.
- b. **SPARKLES:** Initial retainer of \$750.00. Replenishment of the retainer fund is a minimum amount of \$350.00. The required replenishment may be greater depending upon upcoming competitions or event.
- c. **OTHER PROVINCIAL GROUPS:** Initial retainer of \$400.00. Replenishment of the retainer fund is a minimum amount of \$200.00. The required replenishment may be greater depending upon upcoming competitions or event.

5. CASINOS/SPECIAL EVENTS: The Club requires each Member(s) to participate in Casinos as defined in the Handbook. The club does not have a casino scheduled for the 2019-2020 season. If the Club hosts a special event or is part of an RGA event, the Member(s), the gymnast and families are required to volunteer.

6. FUNDRAISING: An annual fundraising levy ("the Levy") is payable to the club on the behalf of each gymnast in the amounts detailed below.

- **Pre-Competitive Levels (Poppies, Tulips, Interclub - Blue): \$250**
- **Competitive Levels**
 - **Provincial - Red, White, Sparkles: \$370.00**
 - **National – Elite: \$420**

The Levy is to be paid by e-transfer or cheque pursuant to one of the following two options:

- **Option 1:** One payment representing 100% of amount owed to be paid on or before October 1st, 2019; or
- **Option 2:** Two payments each representing 50% of the amounts owed, to be paid on or before October 1, 2019 and February 1, 2020.

Fundraising levy amounts are non-refundable. Late payments of fundraising levies are subject to \$25 late fee. Any cheques returned NSF are subject to a \$40 NSF fee.

As a parent run Club, the development, organization and running of fundraisers is the responsibility of the parents. At the beginning of the each season a parent meeting will be held to discuss fundraising options and to:

- Identify and select one parent to chair the fundraising committee (the “Fundraising Chair”); and
- To identify and select individuals interested in sitting on the fundraising committee and to assist in the development, organization and running of any Fundraisers.

Any net profit raised by the individual Member shall be distributed as follows:

- 15% of net profit raised by the Member is payable to the Club for Administrative support provided by the Club to the Fundraiser;
- 85% of net profit raised by the Member is payable back to the individual Member. The Member is also able to direct that their share of net profit be paid into the individual Member’s competitive retainer account.

NOTE: If no parents volunteer to act as Fundraiser Chair or to assist in the development, organization and running of fundraisers then there will be no fundraising conducted to offset the Levy.

7. **OTHER RESPONSIBILITIES:** The Member(s) agree to support the Club as per “Parent Obligations” detailed in the Handbook.
8. **TERMINATION OF AGREEMENT:** Either party to this contract may terminate this agreement by giving one (1) clear calendar month’s written notice to the other party with fees being payable to said end of calendar month. If withdrawal occurs after March 1st of that calendar year without a medical certificate, all fees are forfeited for the remainder of the year.

I / we have read the information in the Handbook and understand its contents. Failure to meet the commitments of this contract will result in a formal ruling by the Board of Directors.

I / we hold the Club blameless in the event of any injury to any member of my/our family when participating in any Club activity.

The parties hereto have executed this agreement in duplicate at the City of Calgary, in the Province of Alberta, this _____ day of _____, 2019.

CHINOOK RHYTHMIQUE GYMNASTIC CLUB

Board Member

Witness

THE PARTY OF THE SECOND PART

Parent / Legal Guardian

Witness

GYMNAST CODE OF CONDUCT CHINOOK RHYTHMIQUE GYMNASTIC CLUB

- ❖ The Head Coach will place each gymnast within the pre-competitive or competitive category and level most suited to their ability, attitude and goals.
- ❖ At each training session, gymnasts are expected to greet their coaches upon arrival. Gymnasts should attempt to arrive on time to all training sessions. If a gymnast is late and the class has begun, wait for an interruption or a natural break, greet the coach and explain lateness.
- ❖ Gymnasts are expected to focus on training and show respect to the coach and other gymnasts at all times.
- ❖ Gymnasts will agree to participate in all aspects of the competitive program within the gym training set by the Head Coach. This includes warm-ups, stretching, running, dance, ballet and any other special conditioning as may be set by the Coach.
- ❖ Gymnasts are expected to help with music systems, mat rolling and storage of the same each day.
- ❖ Gymnasts are expected to use exemplary behavior and good sportsmanship, both within the training gym and when representing the Club at competitions, meets and demos. This includes following guidelines as set out by designated parents and coaches.
- ❖ Gymnasts must refrain from entering into discussions about the performance or behavior of any athlete, coach or judge.
- ❖ Coarse language, rude behavior, angry outbursts or other such behaviors, deemed as inappropriate in the training gym will not be tolerated. At the coaches' discretion, gymnasts may be asked to leave. Please refer to *Behavior* in the Competitive Handbook.
- ❖ Gymnasts are responsible for their own belongings, including all apparatus, music and attire and insuring these items are brought home each day.
- ❖ Only water in plastic bottles are allowed in the gym area of Repsol Sport Centre. No food is allowed on the carpets.

I, _____ a competitive gymnast with Chinook Rhythmique Gymnastic Club have read and understand the policies in the Code of Conduct for Gymnasts and I further agree to abide by such policies.

Dated this _____ day of _____, 2019.

Gymnast

Parent/Guardian