



# Rules and Regulations

## at The Vault

(v1 2020)

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## **Most important rules for Members**

- always listen to your coach and act on their instruction at all times.
- do not use the apparatus until your coach tells you to.
- no running around in the gym unless advised by your coach.
- no participant in the gym without a coach supervising.
- visit the toilet before you arrive at the Vault.
- be kind and respectful to everyone.
- most important - enjoy!

## **Most important rules for Parents/Guardian**

- ensure your child arrives on time.
- parents should not enter the gym halls unless specifically requested to by the coach.
- do not bring your child to the Vault if they are unwell.
- ensure you are there to pick up on time.
- be supportive and encourage your child to learn the rules and follow them.

## **Dress code**

- outdoor shoes are NOT allowed to be worn in either gym hall.
- please have clean hands and feet so we can keep the apparatus clean.
- suitable clothing to be worn for the activity you are participating in.
- no jewelry to be worn in either gym hall. Only exception is for wedding bands/religious bands but these HAVE to be taped up so as not to cause an injury to yourself/others or damage to the equipment.
- hair must be tied away from the face at all times and must not reach the eyes when tied back. Hard plastic hair accessories and glitter are not allowed.

## **Prior to the Class**

- please arrive 5-10 minutes early for your class. Participants under the age of eleven need to be escorted into the reception area by an adult.
- arriving early to the class will allow time for participants to prepare, such as, making sure they are in the proper attire. Also please make sure you have gone to the bathroom BEFORE the class has started.
- no participants are allowed in the gym halls without supervision by a coach. Participants must wait in the reception area until a coach escorts them into the gym hall for their class.
- all parents/siblings/guardians should remain in the Beam Cafe or reception area and not enter the gym halls. While waiting, please do not block any of the doors to the gym halls for safety reasons.
- please do not bring any valuables to the Vault. Carterton Gymnastic Club CIC does not take responsibility for any belongings.
- you will not be allowed to attend classes if:
  - you have not paid the enrolment fee, and do not have the necessary insurance.
  - you are late. It disrupts the class, and you could miss the important warm-up. If you know this will be a regular occurrence (late coming out of school) you will need permission from the Managing Director so we can manage the situation.
  - if you do not follow our policies.
- you must inform us of any absence prior to your scheduled session. Please contact [cartertongymnastics@outlook.com](mailto:cartertongymnastics@outlook.com)

## **During the Class**

- to respect all members and staff within the Vault.
- no food or drink are allowed in the gym halls. Only water within a water bottle can be taken into either gym hall.
- chewing gum is NOT permitted in the Vault.
- do not use any equipment unless a coach is supervising and instructing you to.
- no running around or playing when not instructed by your coach.

- if a participant needs to use the toilets during class, they should notify their coach. No gymnast can just leave the gym without permission from the coach.
- the coach responsible for the session will deal with any behaviour contrary to the interest of other class members or the club. Failure to comply with the coaches instructions may result in dismissal from the class and being referred to the Managing Director. A refund will NOT be given.
- Carterton Gymnastic Club CIC does not tolerate any form of abuse, bullying or disrespect to its staff or participants. You will be asked to leave the Vault.

## **After the Class**

- please leave the area clean and tidy as you found it - in the gyms, cafe, reception and toilets.
- children under eleven years of age will need to be collected from the Vault, unless written permission has been given. We need to ensure (for child protection) that under 11's do not leave the building without their responsible adult.

## **Communication**

- you will be notified via email and social media if there are any emergency closures.
- any areas of concern should be raised with the Managing Director or Welfare Officer, contact details are on our website.

## **Squad Selection**

- any squad selection is at the complete discretion of the Managing Director.
- poor attendance could lose your place in the Squad.
- lack of performance and achievement could lose your place in the Squad.
- the performance and achievement will be constantly monitored. You could be moved to another squad or class. The Managing Directors decision is final.
- selection of Squads will be determined by the Managing Director. If you are selected for a Squad, you will not be allowed to train with another Club unless you have the permission of the Managing Director.