



Women's Artistic and Rhythmic Competitive Programs

Registration and Parent Guide

2024-2025

710 Maple Avenue | Burlington, ON | L7S 1M6
3465 North Service Road, Building B, Unit 200 | Burlington, ON |
L7N3G2 | 905-335-1765



E-mail: clubadmin@bgcgym.com

Website: bgcgym.com



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General Information

Introduction

Welcome to the Burlington Gymnastics Club (BGC) 2024-2025 Competitive Season! This Registration Package and Competitive Athlete Parent Guide is intended to provide you with information about the Burlington Gymnastics Club (BGC) competitive program for the 2024-2025 season. Please read this document carefully and adhere to the registration deadline date to guarantee your daughter's spot in the 2024-2025 competitive season.

Burlington Gymnastics Club Inc.

The Burlington Gymnastics Club Inc. (BGC) is incorporated under the laws of Ontario as a not-for-profit organization. We operate under the club's Mission Statement and corporate By-Laws, Policies and Procedures as approved by the Board of Directors and Voting Members.

Mission Statement

The Burlington Gymnastics Club provides inclusive quality programming that enables growth through movement from child to adult and promotes life-long fitness. By establishing a safe, positive, and fun environment, our nationally trained coaches inspire and empower all athletes to strive for success, both inside and outside of the gym.

Structure

The Burlington Gymnastics Club operates with a number of standing and operating committees under the guidance of a Managing Director and Board of Directors. One of the operational committees is the Competitive Management Committee (CMC), which represents the artistic and rhythmic competitive programs.

Over the past year, BGC has updated its By-Laws and governance structure to align with the new Ontario Not-for-Profit Act. These revisions will take effect July 1, 2024. The Competitive Management Committee's role and responsibilities are currently being reviewed and once approved by the Board of Directors, will be shared with competitive families.

Facilities

The Burlington Gymnastics Club operates its programs out of two facilities in Burlington. The location of training depends on the program level and training schedule of the gymnast. Gymnasts may be required to utilize one or both facilities throughout the season. Once program/training schedules have been finalized for each level, families will be advised as to which facility their child will be training in. Please note the temporary Burloak (formerly Mainway), will be transitioning to our new permanent facility located at 3465 North Service Road in the Summer of 2024.

Communication

The Burlington Gymnastics Club works hard to ensure communication is open, two-way, transparent and respectful. Our coaches, employees, and volunteers do their best to address all questions and keep families informed. To streamline communication for our parents and families, please be guided by the following:

Questions concerning...	First Point of Contact/ Location of Information	Next Step if First Attempt was Unsuccessful
PARTICIPATION HOURS		
Participation Opportunities (what, when, how to participate, etc.)	Your parent representative	Participation Coordinator
Participation hours you have completed and recorded to date	Committee Chair	Participation Coordinator
Information about a volunteer opportunity you signed up for	Volunteer opportunities are sent out via Track It Forward and there is always an email address provided in the description as a contact for that opportunity.	Participation Coordinator
CLUB ACTIVITIES		
The competition schedule	Your daughter's coach	Your Head Coach
Track suit and/or gym suit ordering	Your Parent Representative	Your Committee Chair
MONEY / FEES		
Studio Director payments, registration	Club Administrator clubadmin@bgcgym.com	
Accounts in arrears, financial hardship	Managing Director exec.dir@bgcgym.com	
YOUR DAUGHTER'S GYMNASTICS PROGRESS/ PROGRAM		
Anything to do with your daughter's gymnastics training (i.e. skills, competition level, progress)	Your daughter's coach (which will be finalized in June 2024). Communication will be shared via email.	Your Head Coach

Mandatory Parent Meetings

There are **two** mandatory meetings, September and June. The dates of the meetings are given at least four weeks in advance. These meetings provide you with club updates as well as other important information related to your daughter's competitive season. If you are unable to attend, it is your responsibility to know and understand your responsibilities and commitments.

Code of Conduct

Treating everyone with respect and dignity in an inclusive space is a shared responsibility of all members, staff, volunteers, officials, spectators and visitors. BGC is an inclusive space where parents can watch their children in a positive atmosphere and athletes can have their break in a safe, supportive space. **Negative or abrasive comments about coaches, athletes or other parents will not be permitted.**

Burlington Gymnastics Club has zero-tolerance for individuals who violate our code of conduct, which may include a verbal warning and/or request to leave the premises. Your compliance in adhering to our Code of Conduct and Fair Play Agreement (acknowledged upon registration) is appreciated.

We encourage all parents to report a violation of our code of conduct to the BGC administration, coaches and/or CMC so that we can follow up.

CODE OF CONDUCT

HEALTH & SAFETY

- Gymnasts under thirteen (13) years of age must be dropped off/picked up by a parent/guardian in the facility or in front of the entrance.
- If your athlete will be heading to the mall or the park after training, parents must notify coaches of this prior to the start of training.
- Athletes that will be traveling home by carpool should notify their coach prior to the start of training.
- Gymnasts are to come prepared for their class i.e hair tied back, no jewelry, athletic attire, water bottle, bare feet.
- Gymnasts are not to enter the gym until a coach is present. Two adults (non-gymnasts) must be in the facility during all training and special events.
- Gymnasts are to check-in mobile phones when entering the gym.
- Gymnasts that are not feeling well, should not come to the gym.

VIEWING AREA

- Parents, guardians, families and visitors are to watch classes from the designated viewing area.
- Photography and video recording with cameras or phones is not permitted for privacy reasons.
- Leaning or sitting on countertops, viewing ledges or table tops is not permitted.
- Parents/guardians are not to instruct their child during classes.
- Conversations in the viewing area are to be positive and supportive.

RESPECT

- Members and visitors are expected to treat everyone with respect and courtesy including athletes, coaches, parents, guardians, staff, volunteers, judges, competitors and guests.
- Members and visitors are ambassadors for the Club and for the sport of gymnastics, and are not to engage in activities that may cause property damage, personal injury, physical or verbal intimidation, bullying or harassment of others.
- Members and visitors are expected to be kind and respectful of others.

Parking

We kindly ask for everyone's cooperation to ensure that our parking lot is safe. This includes:

- parking in a designated parking spot and not using the lot as a 'kiss and ride' for drop off/ pick up
- NOT using the handicap parking space unless you have a designated handicap sticker
- NOT using the handicap parking as a drop off
- NOT using the marked area beside the handicap parking (with hashmark lines) as a parking spot nor drop off.

In accordance with the Burlington Gymnastics Club policy, **we require all athletes ages 13 and under to be dropped off and picked up at the gym door.** In order to do so, you must park in a proper parking space and NOT make use of the handicap area to take your child to the door or 'run in' to pick up your child. This area is NOT a designated drop off space.

Improper parking or stopping may result in a ticket from the City of Burlington. We encourage all parents to report a violation of our parking lot rules to the BGC administration, coaches and/or CMC so that we can follow up with those families.

Upon arrival at the facility please ensure the sign at the front door indicates 'OPEN' this means a staff member is inside and has disarmed the alarm. DO NOT enter the facility if this sign indicates 'CLOSED' as the alarm will sound.

Connecting with Burlington Gymnastics Club (BGC)

BGC Website Competitive Family Login is located under the competitive tab	Main website: www.bgcgym.com Competitive Family Login: https://bgcgym.com/family-login/ Password: BGCcomp2025 <i>(Please note, sometimes you may be prompted to refresh and enter the password twice)</i>
Twitter	@BGCGym, #BGCGym
Facebook	Burlington Gymnastics Club Inc.
Instagram	@burlingtongymnasticsclubinc
Phone	905-335-1765

Frequently Used Terms

AODA	Accessibility for Ontarians with Disabilities Act
AMM	Annual Members Meeting
BGC	Burlington Gymnastics Club
GO	Gymnastics Ontario
HP	High Performance

NT	National Team
OCP	Ontario Competitive Program
ODP	Ontario Development Program
Pre-Comp	Pre-competitive program
RG	Rhythmic Gymnastics- Ribbon, Ball, Hoop, etc.
SD	Studio Director - online registration and payment software
TIF	Track It Forward: An online system used by BGC to post volunteer opportunities
WAG	Women's Artistic Gymnastics - Vault, Bars, Beam and Floor

Registration Information

GUARANTEED REGISTRATION DEADLINE IS JUNE 10, 2024

The 2024-25 season competitive registration guide will be sent to all current members on **May 10, 2024**. In order to guarantee a spot for your daughter(s) in the 2024-2025 competitive season, families are required to register in Studio Director (*the payment system the gym club uses to process all payments*) by **May 17, 2024**. Families will only be registering for their respective discipline - artistic or rhythmic, not their daughter(s) proposed training hours or level.

After the guaranteed registration deadline (**May 17**), if spots are still available, requests from existing or new families will be put on a waiting list. The head coaches will review all requests and reach out to applicable families. Waiting list registrations will commence on **May 18, 2024**.

Families registered in the 2024-2025 season will have the non-refundable club fee processed on **June 10, 2024**. Registrations are not guaranteed until the club fee is paid in full. **Please note** Club fees will *not* be prorated for gymnasts who submit their registration once the 2024-2025 competitive season training has begun.

Key Registration Actions and Timelines

Action	Artistic	Rhythmic
Club Administrator to process registered families non refundable club fees via Studio Director account.	June 10	June 10
Club Administrator to process registered families Gymnastic Ontario and BGC Training Fee first installment via Studio Director account. Deadline to submit to the Club Administrator the signed Gymnastics Ontario Competitive Athlete and Coach Participant Waiver/Personal Information / Code of Conduct and medical form.	July 10	July 10



NOTE - Families that join the club on/or after **June 10, 2024 (space permitting)** will have the following fees processed on **July 10, 2024** - Gymnastics Ontario Insurance & Program Fees, BGC Cub Fees and their first training fee installment.

Gymnasts cannot begin to train in the 2024-2025 season until their registration is deemed complete (applicable fees paid in full, GO Code of Conduct and medical form) by the Club Administrator. The Club Administrator will advise families if their membership status is incomplete.

Annual Membership Fees

Burlington Gymnastics Club makes a yearly commitment to your daughter and we expect that our members make a yearly commitment to our club. Coaches are put in place, schedules are made and budgets approved based on a yearly commitment.

Annual club membership fees consist of: Club Fees and Competition/Training Fees. (**Refer to Appendix A - "2024-2025 Fee Schedule" for the amounts owed as this varies based on the level and number of training hours*).

Club Fees - are paid equally by all families upon registration. They are mandatory and non-refundable. They include costs associated with club operations, administration and special events.

Throughout the competitive year, BGC hosts a variety of activities for our athletes. These activities may include individual and group pictures, a welcome party, gala, movie night (or other team building activity), and a year-end banquet. Every effort will be made to schedule special events with reasonable notice to families. Fees paid are not refundable even if your gymnast is unable to attend or participate in any of the special events.

Training & Competition Fees - are calculated based on the level and number of training hours (in-gym and/or virtual) per week, number of weeks of training and number of competitions the level will participate in. Families will receive an email from their daughter's current coach or the Head Coach, stating the proposed training hours and/or level recommended for their daughter moving into the 2024-2025 season. This is a reference point for families when determining their total annual club fees. The recommended training hours and level for each athlete may need to be adjusted once regular training resumes.

Throughout the season, gymnasts may also participate in invitational competitions. These competitions are not included in the gymnasts annual training/competition fees. They are optional competitions and if attended all associated expenses (registration fees, travel, accommodation, meals, etc.) are paid for by the families.

Payment

Debit, mastercard and visa cards are the only accepted forms of payment at BGC.

Training Fee Reduction/Refund

The fee for the Competitive Program is an annual fee that secures your child's place in the competitive program for a 12 month period. The Burlington Gymnastics Club makes a yearly commitment to your child and we expect that our members also make a yearly commitment to our club. Refunds or reductions in training fees will only be considered under the following circumstances exist:

Medical Condition OR Injury Requiring Retirement

If a gymnast is injured OR diagnosed with a medical condition that requires retirement from the club, a request for retirement will be honoured. A medical note from the primary medical practitioner or their designate, stating the medical condition or injury that has led to the retirement, must accompany the request for refund.

Medical Condition OR Injury Requiring a Reduction in Training Hours

Medical conditions or injuries eligible for a reduction in training hours as prescribed by a medical practitioner, will be reviewed by the athletes coach and program head coach and will commence when the Head Coach receives a medical note from the athletes primary medical practitioner or their designate. The program Head Coach in discussion with the family will recommend to the Managing Director the proposed training hour reduction and timeframe which will be used to calculate any reimbursement or reduction in training fees.

Midseason Retirement

If an athlete decides to retire from the club once the season has begun, the Head Coach will complete a *Change of Status Form* noting the reason for the departure and effective date. Upon receipt of the *Change of Status Form* the Club Administrator will immediately process training/competition fees for the month of the effective date (if received prior to the 10th of the month), plus one additional month of training/competition fees, along with any auxiliary unpaid fees in the family account.

Disruption of Services (i.e. pandemic, disaster, etc.)

Should the club experience an unplanned disruption of services that results in a significant club closure or service interruption (greater than 14 consecutive days), families may request to withdraw from the competitive season by paying a fee equal to one-month of training fees along with any previously incurred charges on their account.

Studio Director

Studio Director is the BGC's online registration system. When registration opens, an email will be sent to families from the club administrator with detailed step-by-step instructions on how to register in Studio Director. You will be required to input and confirm the following information in order to process your 2024-2025 competitive registration:

Artistic (WAG) or Rhythmic (RG) Athlete

You will be registering your daughter by gymnastics discipline (ie. Artistic (WAG) or Rhythmic (RG) - **NOT** by the number of training hours, level or coach, this is determined by the Head Coach once the registration deadline has expired. The Competitive Fee Schedule, Appendix will give you an idea of the annual membership fees you may be committing to for next season.

Emergency Contact Information

Ensure completeness and accuracy of emergency (secondary) contacts.

Payment/Credit Card Information

Ensure your credit card authorization form is completed and payment information is updated.

Review and Acceptance of Club Documents

All club registration documents and waivers are available electronically in Studio Director, excluding the items in red and marked with an asterisk. These items are sent directly to the Club Administrator. All required documents must be accepted by the specified date in order for a registration to be deemed complete. The following forms have been updated or modified and agreement must be confirmed. Club/Gymnastics Ontario documents include:

- Gymnastics Ontario Informed Consent and Assumption of Risk Agreement
- Contract to Pay Fees
- Credit Card Authorization
- Communication Consent
- Media Consent
- Fair Play Agreement Gymnast
- Fair Play Agreement Parent/Guardian
- BGC Refund Policy
- Accessibility for Ontarians Disability Act (AODA)
- Burlington Gymnastics Club Code of Conduct
- Universal Code of Conduct to Prevent and Address Maltreatment in Sport
- Gymnastics Ontario Competitive Athlete and Coach Participant Waiver / Personal Information / Code of Conduct*****
- GO Participant Waiver Form*****
- GO Participant Medical Form*****

NOTE - Items with Asterisk are to be sent to the Club Administrator upon completion. Athletes cannot start the competitive season until all forms have been completed and received.

Start Dates

LEVEL	ARTISTIC	RHYTHMIC
WAG -OCP6+ RG -national	Monday July 22, 2024	Monday July 29, 2024
WAG -Development, Pre-competitive, OCP 2-5/Xcel, and ODP RG - ODP, Interclub, Provincial 12+hrs.	Monday July 29, 2024	Tuesday August 6, 2024

Detailed training schedules will be sent out by the applicable group coach once confirmed.

Participation Hours

Each gymnast / family is required to complete a number of participation hours (general and mandatory). The number of participation hours is based on the number of hours your daughter trains. For families with more than one child in the competitive program, hours are based on the child at the highest training hours.

REQUIRED PARTICIPATION HOURS FOR ALL BGC ARTISTIC AND RHYTHMIC COMPETITIVE FAMILIES

Training Hours per week	Participation Hours Required	Mandatory Qualifier	Mandatory Spring Cup	General	General by 15-Jan 24	General by 31-May-24
6	18	3	10	5	3	2
9	34	8	21	5	3	2
12	39	8	21	10	6	4
16	44	8	21	15	9	6
20/25	46	8	21	17	10	7

As shown in the chart above, there are three types of participation hours that need to be fulfilled:

Mandatory Competition Hours

Qualifier Hours - these must be completed at the winter (usually December) artistic qualifier competition that we host at the gym (help with registration, awards, music, hostessing, timing, etc.). Even though this is an artistic event, rhythmic families also need to volunteer.

Spring Cup Hours - these must be completed at Spring Cup, which is another competition that we host annually (help is required with registration, awards, music, hostessing, timing, etc.). Each family must complete hours at the set-up or tear down of the event.

General Hours

These are for whole club activities such as helping with social activities (i.e. coach's appreciation week, welcome back BBQ, annual banquet, etc.), maintenance around the gym, deliveries, recreational programming, competition suit sizing, suit sales, special event coordinators, club administration, tryouts, etc.

General hours cannot be substituted for mandatory competition hours, however excess mandatory hours can be used towards general hours. with the exception of five (5) general hours that must be completed outside of the qualifier and spring cups.

Opportunities will be made available throughout the season and generally, requested via email and an on-line tool called Track It Forward (more information on how to use this will be provided at the first parent meeting and also through email). Any questions about volunteer opportunities can be directed toward your parent rep or cmcparticipation@bgcgym.com



Submitting Participation Hours and Unmet Participation Hours

Families have from **July 1, 2024 to May 31, 2025** to satisfy all of the required hours and will submit their tracked hours twice throughout the year (Jan 15, 2025 and May 31, 2025). Participation hours cannot be carried over from one year to the next unless specified otherwise. **It is your responsibility to ensure that you have completed and submitted your participation hours by the set deadline.** Families will be invoiced through Studio Director for unmet participation hours at a rate of **\$40/hour**. This amount will be processed in June.

An email with a link to a website called "**Track It Forward**" will be sent to you early in the year. This is used to track your participation hours. All completed entries into "Track It Forward" will be sent to cmcregistrar@bgcgym.com where they will be verified.

Who Can Complete Participation Hours

Participation hours can be completed by BGC Families and Family Members who are 18+ (unless otherwise specified) and who have completed the AODA training. There is no lump sum transfer of participation hours between club members at any time during the season.

Time Off From Training

Public Holidays

The Burlington Gymnastics Club is a corporation and has legal obligations to its employees under the Ministry of Labour, Employment Standards Act (ESA) including Public Holidays and vacation time.

Public Holidays	BGC Days Off
<p>The following are (9) legislated days of Public Holiday:</p> <ul style="list-style-type: none"> ● New Year’s Day (January) ● Family Day (February) ● Good Friday (March / April) ● Victoria Day (May) ● Canada Day (July) ● Labour Day (September) ● Thanksgiving Day (October) ● Christmas Day (December 25) ● Boxing Day (December 26) 	<p>The club recognizes four (4) additional days:</p> <ul style="list-style-type: none"> ● Easter Sunday (March/April) ● Civic Holiday Monday (August) ● Christmas Eve Day (December 24) ● New Years Eve Day (December 31)

For various reasons, not limited to competition schedules and staff schedules, it is not always possible for all coaches to have the actual public holiday day off. When this happens, the coaches and staff work collaboratively on scheduling to ensure a substitute holiday day is granted within a reasonable timeline. While the best effort is made to minimize the impact on training, there may be times when training is not held to respect obligation to staff.

Vacation

Employees are entitled to vacation and will be away from time to time. Coaches are required to ensure coverage is available and will advise families when they will be off and who their replacement coach will be. All cover coaches must be approved by the Head Coach. Coaches must conduct a group debrief with their cover coach prior to their departure.

Training Schedules

Training schedules are established by the coaches based on a number of considerations (i.e. number of gymnasts, coach availability, gym loading, etc.). Unfortunately, there is not an opportunity to switch or select training days, times or facilities. Please be advised that all training schedules are subject to change at the discretion of the BGC. Every effort will be made to notify families in advance of any changes.

Shutdown

The BGC establishes time periods throughout the year when we ‘shutdown’ the gym for a number of reasons (i.e. professional development, summer vacation, observance of Public Holidays, cleaning, competitions, etc.). The shutdown periods are considered in the annual planning and therefore no reduction in fees or change in training dates are accommodated.



On occasion, training may need to be canceled due to unforeseeable circumstances, for example, but not limited to: power failure, weather conditions, facility issues, coach illness, etc. While every effort is made to avoid these situations, many are outside the control of the BGC. As such, there is no reduction in fees or change in training dates.

Should the club experience an unplanned disruption of services that results in a significant club closure of service interruption (greater than 14 consecutive days), the BGC Emergency Response Committee and members will assess the situation and advise accordingly.

Cancellation Due to Inclement Weather

When necessary, a decision may be made to close the BGC due to inclement weather conditions. While every effort is made to ensure families are advised of BGC closures, you may also check our social media accounts for any changes in the training schedules. Please note, that even if the BGC gym remains open, it is ultimately the parent/family's decision to attend training. If the weather compromises safety, we invite you to make the decision to stay home.

Competitions and Special Events

In some instances, regular training may be affected by competitions and special events (i.e. welcome back BBQ, photo day, movie night, etc.). Staff will do their best to try to accommodate schedules to avoid missed training sessions, but in some instances, training may be canceled for participation in those events.

Below are some key club celebrations and events. Please note this list is not exhaustive of all the celebrations/events in which the club participates in. More information about the events will be provided closer to the date:

- Welcome Back BBQ (September)
- Coach Appreciation Week (September)
- Holiday Party (December)
- Photo Day (May)
- Awards Banquet (June)
- Gala (June)

Drop off and Pick Up Policy

For the safety of our gymnasts and to be respectful of the coach's time, please be aware of our drop off and pick up policy.

Gymnasts are to be dropped off no earlier than 15 minutes prior to the start of training unless previously arranged with the coach. If your athlete will not be picked up by your family (ie going home with a friend, walking to the mall etc) details of this must be communicated to your athletes coach prior to the start of training.

Our Maple location is accessed via a secure key card entrance. Each family will be provided with 1 (one) card per athlete. Additional cards or replacement cards can be purchased at a cost of \$10 per card. Please email clubadmin@bgcgym.com if you require additional cards or need to replace your card. The charge will



be processed through your studio director account. It is your responsibility to ensure the card is not lost or damaged.

Please remember that the Maple gym is protected by a security system that is armed when a BGC staff person is NOT on the premises. Please do not use your key card to access the building OUTSIDE of your athletes training hours, as the building may be armed and accessing will trigger the alarm system. Should you need to access the building outside of your athletes normal training time, please reach out to the club administrator to ensure there is a staff person on site. There is also a "stop" and "go" sign at the front entrance of Maple. If it is flipped to "stop", DO NOT use your key card to try to open the door, as the alarm will be activated.

Please do not enter the gym with your security access card until a coach is present as the gym is secured when not in use.

Gymnasts should be walked into the gym to ensure two (2) adults are in attendance.

Rules of the Club / Expectations of Members

1. Rules of safety, courtesy and self-discipline must be observed at all times by parents, gymnasts, coaches and all visitors.
2. Gymnasts are expected to arrive at the gym on time for scheduled practices. ***If they are unable to attend practices or will be late please email your daughter's coach or phone ahead and advise the coaches on the club line: 905 335-1765.***
3. Parents, friends or relatives are not permitted in the gym training area. If you have questions concerning the program, your child or any other gymnast, please contact your coach before or after practices, or email them to arrange a meeting time. You are expected to support the coach(es) and not interfere with their efforts to coach. Please respect and follow the appropriate lines of communications.
4. Proper apparel should be worn for all practices. Artistic gymnast's workout attire should consist of a gym suit over which gym shorts may be worn. Rhythmic gymnast's workout attire should consist of a tank or shirt, shorts, leggings or a 1 piece gym suit. Articles of clothing that are left in the gym go to the Lost and Found Box. Unclaimed items will be disposed of or donated to charity periodically throughout the year. THE CLUB IS NOT RESPONSIBLE FOR ANY LOST ITEMS.
5. Girls with long hair must keep it tied back during practices. Jewelry should not be worn. Valuables are to be left at home. THE CLUB IS NOT RESPONSIBLE FOR ANY LOST ITEMS.
6. **Eating and drinking** are not allowed in the gym and change rooms except water bottles. Candy, gum, etc. are not to be brought into the gym. Food is allowed in the lounge and kitchen area only. A microwave is available if required.
7. BGC is a NUT FREE facility. All snacks must be packed as such.
8. BGC is a litterless facility. Please be responsible, bring snacks and meals in recycled containers, take all garbage home with you, and ensure you leave facilities clean and tidy.
9. The office phone is for emergency use only. Please make transportation arrangements in advance so that your child does not have to call home.
10. Gymnasts are not permitted to leave the building during or after practice without authorized adult accompaniment. Parents are expected to pick up / have your daughter picked up promptly at the end of each session.
11. Effective communication is dependent on timely notice and response. We will use various communication tools including: bulletin boards, notices, newsletters, email, social media and the website to ensure everyone is apprised of all important club information. Please check the sources listed above on a regular basis. We further ask that you take the time to read this information carefully and to respond quickly, if requested.
12. It may be necessary at certain times during the season to rearrange, cancel or adjust the gymnast's training schedule. On occasion, a class may have to be rescheduled to a different day and/or time to accommodate a meet, trip or clinic. The club and coaches will endeavor to reschedule missed classes, but cannot guarantee based on the busy gym schedule. We trust you will understand if such adjustments are necessary.
13. Specific information about your child's program should be directed to your daughter's coach (i.e. absences, personal matters, etc.) or Parent Representative (meet dates, ordering gym suits, etc.).
14. Questions regarding participation hours should be directed to your Parent Representative or the Participation Coordinator.

15. Please be positive and discreet with all methods of communication.
16. Please act as a positive parental role model for the gymnasts and as an ambassador for the Burlington Gymnastic Club Inc.
17. Please monitor behavior of siblings/guests at the gym.
18. Please be aware that the change room at Maple is for **females only** during Competitive Training/Events. It may be used by males during Recreational Events.
19. Please be supportive of BGC activities and fulfill all commitments.
20. Report any incidents with respect to park patrons to staff and if you feel threatened in any way please contact the police immediately at 905-825-4777.
21. **Picture Policy:** All photos (from competitions, special events, etc.) taken by parents that can be shared on BCG social media accounts, are to be sent to the gymnast's coach for approval. The coach may then forward photos for posting to social media.
22. **Photography:** *please note there is NO photography or video by athletes, parents or guests allowed at either the facility due to privacy, safety and confidentiality.*
23. **Cell Phone Policy:** Gymnasts are not to use cell phones when in the gym training. When they enter the gym to train, cell phones must be kept in the phone holder located inside the gym.

Appendix A: 2024-2025 Competitive Fees and Participation Hours

Artistic (WAG) Training Levels	Training Hours/ week	Club Fee (June 10)	Training and Competition Fees	11 Equal Payments (Effective July 10)	Total Participation Hours	Qualifier Hours (Mandatory)	Spring Cup Hours (Mandatory)	General Hours
Developmental	6	\$335	\$1,128	\$103	18	3	10	5
Pre-1	9	\$335	\$1,812	\$165	34	8	21	5
Pre-2	12	\$335	\$2,544	\$231	39	8	21	10
Pre-3	16	\$335	\$3,312	\$301	44	8	21	15
OCP 2 & Xcel Bronze	9	\$335	\$1,968	\$179	34	8	21	5
OCP 3 & Xcel Silver	12	\$335	\$2,784	\$253	39	8	21	10
OCP 4/5 & Xcel Gold	16	\$335	\$3,552	\$323	44	8	21	15
OCP 6&7	20	\$335	\$4,400	\$400	46	8	21	17
OCP 8&9	25	\$335	\$5,380	\$489	46	8	21	17
OCP 10	26	\$335	\$5,456	\$496	46	8	21	17

Rhythmic (RG) Training Levels	Training Hours/ week	Club Fee (June 10)	Training and Competition Fees	11 Equal Payments (Effective July 10)	Total Participation Hours	Qualifier (Mandatory)	Spring Cup (Mandatory)	General
Developmental	6	\$335	\$1,128	\$103	18	3	10	5
ODP	9	\$335	\$1,740	\$158	34	8	21	5
Interclub	9	\$335	\$1,882	\$171	34	8	21	5
Interclub	12	\$335	\$2,446	\$222	39	8	21	10
Provincial	12	\$335	\$2,446	\$222	39	8	21	10
Provincial	16	\$335	\$3,652	\$332	44	8	21	15
National	16	\$335	\$4,420	\$402	44	8	21	17
National	20	\$335	\$4,600	\$418	46	8	21	17

Appendix B: 2024-2025 Choreography Fees

DISCIPLINE FLAT RATE PER ROUTINE	
Artistic	
Xcel Bronze	\$50.00 shared routine
Xcel Silver	\$100.00
Xcel Gold	\$150.00
Optional Floor OCP6	\$200.00
Optional Floor OCP7	\$250.00
Optional Floor OCP8	\$300.00
Optional Floor OCP9	\$350.00
Optional Floor OCP10+	\$400.00
NOTE - choreographed routines are for two years	
Rhythmic	
Interclub >9 hrs.	No charge
Interclub 9+hrs.	\$100.00 per routine - total two routines
Provincial 12+hrs.	\$150.00 per routine - total three routines
National 16+hrs.	\$200.00 per routine - total four routines

Appendix C: 2024-2025 Private Lessons Fees

DISCIPLINE FLAT RATE PER LESSON	
Half Hour (30 minutes) Lesson	\$35.00
One Hour (60 minutes) Lesson	\$70.00