

Ruthin & Denbigh Gymnastics Club Ltd.



M E M B E R S ' H A N D B O O K (P a r e n t s)



CONTACTS

Clwyd House Gymnastics Centre, Erw Las, Colomendy
Ind Est, Denbigh, LL16 5TA.

07779079838

office@ruthin-denbighgymnasticsclub.co.uk



Closed Facebook Group
(Parents of members only):



www.facebook.com/groups/671862086329825/

www.ruthin-denbighgymnasticsclub.co.uk

WELCOME

Handbook

This handbook provides members with important information about our club. We take our responsibility very seriously to fulfil our duty of care and ask that parents support us in doing this. You can help by reading the handbook as you join and as a member when you re-enrol to update yourself on any new additions to our procedures, and this we hope will serve to answer many of your questions.

Should you require any further guidance please speak to
Tamsin – Operations Director and Head Coach or
Heather Clayton – Director
Email: office@ruthin-denbighgymnasticsclub.co.uk

About the Club

Welcome to Ruthin & Denbigh Gymnastics Club Ltd, who for over 20 years have had a great journey, developing the pathways for new members to join and progress. Expanding from an original base at the Ruthin and Denbigh Leisure centres, in 2017 the club successfully secured “Clwyd House” - a fit for purpose, 4500 square ft gymnastics centre. Clwyd House Gymnastics Centre is located on the Colomendy Industrial Estate in Denbigh, offering gymnastics to a large community of members.

The Ruthin based Leisure Centre classes continue to prosper as a satellite club, the club facilitates a range of classes for both boys and girls from walking age to adults, through a GYMForALL programme with the ethos to facilitate each gymnast to grow as an individual and reach their potential. They may choose to improve their “Perfect Basics” or further enjoy “Team Gym Competitive” or “Artistic Competitive” classes through our DO MORE pathway.

We understand joining or moving a class can be exciting for some but unsettling for others, so please talk to Directors Tamsin or Heather to further help settling in as a member of our club. There will also be times when your child moves up a group and may need extra support from us and you, to progress happily to the next stage of the Club’s development pathway. We are here to encourage a positive partnership between parent, child and club.

Management of RDGC Ltd.

The club is run by 3 Directors - Tamsin Jones (Operations Director & Head Coach), Heather Clayton and Joy Sumner. If you have any queries regarding the club, please feel free to approach either Tamsin or Heather at the end of your gymnast’s session.

RDGC Ltd is an Academy supported club and are proud to have been the first Welsh Academy back in 2010 to develop and embrace a “Structured Mentored Professional Development Pathway for Coaches” which has grown in capacity and provision to serve a program that supports and develops essential life skills in our gymnastic coach community.

Please be kind to our volunteers

“We are proud to be supported by a strong volunteer workforce, which enables our not-for-profit model to be successful. Please be kind and supportive towards our volunteers, as they travel with us on their journey to gaining valuable life skills for a prosperous future”

“We follow the British Gymnastics framework for our coaches pathways, for volunteers from 14+ and a “Structured Mentored Professional Pathway” supported by the RDGC Ltd Team”.

RDGC Ltd. are always on the look-out for new volunteers! If you feel that you can help in any way, please have a chat with either Tamsin or Heather.

Our Club's Philosophy

Ruthin & Denbigh Gymnastics Club's Development Pathway reflects the club's constitutional, inclusive grass-roots philosophy, to offer "GYMForALL" classes to as many children as possible in the region. The aim of this club is to coach each individual child to reach their full potential in gymnastics within a safe, effective, child-centred, fun learning environment.

We specialise in Team Gym and our competitive teams represent the club at competitions across the UK.

Every coach will endeavour to develop each child with a prospect to progress from the Recreational "GYMForALL" Classes to the Club-Level Sessions. For those aspiring to higher-performance gymnastics, we offer a DO MORE "Perfect Basics" and a Competition Pathway.

Aims and Objectives of the Club

"Based on the notion that gymnastics is a sport for everybody. Gymnastics for ALL is the flagship discipline of the sport, offering a variety of activities, programs, events and competitions suitable for all genders, age groups and abilities, Gymnastics for ALL, contributes to personal health, fitness and well-being". (British Gymnastics).

RDGC Ltd. provide recreational and competitive level gymnastics and other physical activity opportunities for all age groups and our aims are set out below:

- To provide facilities for and encourage participation in gymnastics and other physical activities
- Through our gymnastics classes we aim to develop balance, co-ordination, strength and flexibility which will benefit children and young people whether they continue in the sport of gymnastics or wish to take up an alternative sport. A vision that is shared by sports wales, encouraging active participation in sport for life.
- To educate members and their families about the importance of physical activity, health, and healthy eating.
- To help children and young people develop the fundamentals of physical literacy, confidence, self-discipline and social skills that can be transferred into everyday life.

Disability Gymnastics Following the I'M IN Initiative



"In our sports club, disabled and non-disabled boys and girls are actively encouraged to Join Us" – Directors Tamsin Jones, Heather Clayton, Joy Sumner

We are proud to be following the British Gymnastics I'M IN initiative, to offer a range of gymnastics classes to people with disabilities.

I'M IN Gymnastics – GYMForALL Programme

The I'M IN and GYMForALL programs are initiatives from British Gymnastics and are fully incorporated into our club programme. They reflect our inclusive philosophy as a club and will ensure all gymnasts reach their individual potential.

Further information for the I'M IN initiative can be found attached to the RDGC LTD Accessible For All Policy.

Parents in support of our club

The Gymnastics Club is supported by an Academy of Volunteer Leaders as well as employed coaches. Parents and guardians have a crucial role to play in supporting their child's success. A good partnership between the home and Club ensures that children are happy during their sessions. We are very fortunate to have very supportive and friendly parents without which we would not be able to function so successfully. Our parents recognise that developing children is a process that involves partnerships between parents and club community.

Parents play an important role in the success of their child. With the right kind of support and encouragement, young people will progress well and enjoy a rewarding experience. It is likely that a child will remain in the sport with the right support at home alongside our positive Club environment.

Safeguarding and Welfare

RDGC Ltd. strive to offer high quality, enjoyable and safe activities for everyone. All sessions are led by fully qualified coaches. All our Gymnastics coaches are qualified through British Gymnastics coaching framework and have completed a DBS check and attended Safeguarding and Protecting Children Training as a requirement of their insurance and code of conduct with Welsh and British Gymnastics.

The Club is committed to safeguarding and promoting the welfare of children. A Welfare Officer has been appointed to support the club in its endeavor to fulfil its child protection obligations and guide on best practice issues. Our officer, **Bethan Lindquist** can be contacted through the contacts section of our website or as detailed below.

The Officer is there if you are concerned about the Welfare of a child. You do not need to know everything about the child and what is happening, but if you are worried, or feel that everything is not right please contact the Club's Child Welfare Officer. Any matter regarding training & day to day enquires and general practice issues your contact is the Head Leader in session or Head Coach of the club.

Regular Health and Safety checks are carried out by RDGC Ltd. and safety measures monitored and recorded.

Club Welfare Officer: Bethan Lindquist beth_madoc-jones@hotmail.co.uk 01745 407800

Tamsin Jones Head Coach: headcoach@ruthin-denbighgymnasticsclub.co.uk 07779 079 838
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The full welfare statement for our club is detailed on pages 11-14 of this handbook.

Adopted British Gymnastics Policies as a registered Club – Acceptable Standards of Conduct

As a club affiliated to the governing body of both British Gymnastics and Welsh Gymnastics, we follow good practice to clearly outline Acceptable Standards when a child joins the Club. RDGC Ltd Standard of Conduct for Parents & Gymnasts, Coaches & Officials are provided at the end of this handbook. These standards are to guide all parties involved in the club's partnership to deliver safe gymnastics. Standards are all supported within a framework of policies and procedures that enable the club to manage the acceptable standards of the club. All the club's policies and guidance documents are listed for reference at the end of this handbook and provided on our website or available from reception in class.

Policy updates

We expect of all parties to abide by our polices, rules and standards of conduct and for parents a declaration on your love admin personal account acknowledges receipt and importantly that you have shared the expectations with your gymnast.

By email we indicate if we update any policy and whilst we are happy to chat to you about any changes to procedures and policies, by enrolling at renewal as a member you are signing up that you accept all current and updated terms of all our policies.

GDPR

All our data usage conforms to the GDPR regulations issued in May 2018 and is outlined in our Privacy Notice, which is available to view on the Club's website or at reception in class.

NEW MEMBERS

Outline of first 3 weeks

WEEK 1- FREE TRIAL – We invite every child to have a free trial session of their new class. Visit reception at the end and let us know if you wish to book in for a place next week. You can reserve that place by paying advance for the class.

WEEK 2 - Return for your 2nd visit and visit reception at the beginning or end of class to opt to become a member of our club.

How to set up class fees Direct Debit through your Love Admin account. As a new member, your membership form is generated when you enquire online. A link to activate your password is sent when you enroll after week 2 or at the beginning of week 3. Once you activate a personal password you can then proceed to create a Direct Debit ensuring you tick the box to “**authorise all future payments**”. Membership and insurance and monthly payments and any future booking of events will be taken through this platform. By accepting a place, you are committing to a minimum of one full term (2 months).

WEEK 3 – Please visit the desk to check online enrolment through “Love Admin: has been successful and authorise the club to take you child’s Annual Club membership fee with the Ruthin & Denbigh Gymnastics Club, British Gymnastics insurance and the registrar will confirm the regular direct debit date and amount for the your monthly payments.

Please ensure you return to your Love Admin Online Account and read as directed the policies and rules of the club, to encourage a positive partnership between us as a club, parent, and child.

Details of the cost of our classes and packages available to our members, the clubs’ annual membership cost, and the cost of compulsory British Gymnastics Annual insurance are detailed below.

Cost of Classes

Classes are payable monthly in advance by direct debit and by accepting a place in the club classes you are committed to one full term.

ZOOM Home Gymnastics (6+ years) - £13.50/month

45 minutes (up to 5 years) - £25/month

60 minutes classes (under 7 years) - £30/month

90 minute base-plan class (6+years)- £40/month

DO MORE Perfect Basics (6+ years development top up class) - £25/month

DO MORE Competitive Squads (6+ years development top up classes) - £53.50 - £78.50/month

Fees are calculated on a 39-week year and are divided over a 12-month period, and allows us to adapt our timetable, should sessions need to be cancelled due to unforeseen circumstances
From time to time the gymnasts or club may need to change the day or time of the class they attend.

Our gymnastics class development pathway is detailed further on page 14,15,16 of this document.

Insurance and Membership for all members participating in gymnastics

Welsh and British Gymnastics insurance is required each year for all members that participate in regular weekly gymnastics. The insurance is purchased through the club and is payable by the members third session. Renewal insurance must be paid by 1st October every year.

All members pay an annual British Gymnastics Insurance fee of £19.00

All members pay an annual RDGC Ltd Club Membership of 15.00

Competitive members pay an annual insurance fee of £25.00 - £41.00 (dependent on level of competition)

Without Insurance, a member will be refused to participate in any session carried out by RDGC Ltd.

British Gymnastics / Welsh Gymnastics membership is compulsory and is non-refundable.

Parent wishing to Cancel their child's class – Compulsory 4-week notice period

We offer a free trial and settling-in period to all members during the first month with us. To support this model the club requires 4 weeks' notice when a gymnast wishes to leave the club, and this is simply given by email to the Head Coach or verbally to the registrar at the desk. The gymnast is encouraged to attend their 4 weeks' notice as this allows the coach to work in partnership with the parent and child and offers a period of support should the child be simply having what we refer to as a "wobble".

As a parent we thank you for respecting this 4 week notice as this also provides the club with a period to transition new members from the waiting list and allows for the fees to remain the same for future members in our club. Please support our community club in these compulsory terms of membership.

Do not cancel your direct debit until instructed to do so by the LoveAdmin club administration team, as this may invalidate your future return as a member should any debt remain on your account when leaving.

Refunds

- RDGC Ltd does not offer refunds, make up or additional classes which have been missed.
- If you have an issue paying fees, or wish to change your direct debit date, please contact office@ruthin-denbighgymnasticsclub.co.uk and we will endeavour to help you.

Cancellation of classes

There will be times that we will have to cancel a class. We will try and give you as much notice as possible. If a class is cancelled by us to accommodate events or competition changes into our timetable or staff illness, we will look to schedule where possible an alternative replacement which will usually fall into a holiday.

Severe Weather Procedures

Classes will be cancelled in severe weather conditions and should there be room in the timetable, a replacement class will be offered.

Personal details

If a child's address / contact details change, please update this on your LoveAdmin account and the club will automatically be informed.

First Aid

The club has qualified first-aiders present in every session to administer emergency first aid. Parents will be contacted should this be anything other than a minor scrape. We are not allowed to provide medicine / tablets for children. Please can you ensure that children have a plaster covering any cuts before they come to gym.

GUIDE FOR GYMNASTS

All recreational gymnasts must attend session appropriately dressed for health and safety reasons.

- Food and drink are not allowed to be consumed in the gym at any time, a drinks area is allocated for gymnasts to leave a labelled personal bottle and must be taken home after session. Bottles are kept for 1 week and then disposed of.
- No shoes to be worn inside the gym – please remove shoes on entry and place in the boxes provided for belongings.
- Gymnasts who have long hair must have their hair tied back prior to their class commencing.
- Gymnasts must be suitably dressed at all times – leotards, shorts, t-shirts (with no zips or buttons).
- No jewelry, watches, piercings to be worn in the gym – wearing these will invalidate personal insurance.
- RDGC Ltd. will not take responsibility for any lost or stolen items.
- Any items left on the premises will be put in the lost property bins; these will be cleared out once a month.

Club Uniform

We have affordable RDGC branded clothing available to all our Girl and Boy members. Please visit our inhouse shop in your session.

SQUAD ONLY ---- RDGC Ltd. Official Competition leotards, accessories and gym wear can be purchased from our inhouse shop in your session.

All competitive gymnasts must attend session wearing a club training leotard (club shorts optional). A club T-shirt is an option to wear over the top (plus black leggings for team gymnasts).

Fun Sessions / Holiday Activities

The social aspects of membership are important. RDGC Ltd. run a range of fun sessions during school holidays, e.g. craft sessions, fun gymnastics sessions. Please check our website or Facebook page leading up to a school holiday for more details.

Keeping up-to-date with what's going on

We have several methods of communicating with members, our preferred methods are highlighted below:

Facebook – the closed Facebook group is updated daily so we ask that all our members' parents join this (link on front cover of this guide).

Email - RDGC Ltd. operate a GDPR compliant email service to all members to inform them of current events and important information. Please update LoveAdmin with a secondary email should both parents wish to receive email from the club.

Instagram – RDGC Ltd provide a social media platform to visually communicate with our members to advertise events.

Letters – these will be handed out sometimes when an event is taking place so please check with your child in case they have left letters in the café area. Extra copies of letters are usually left on the reception counter ledge for you to pick up. Similarly, leaflets advertising new classes / holiday activities are placed on the reception counter ledge for you to have a look at.

Notice Board– All important information will be detailed on the notice board in reception so please take a peak when you pick up and drop off your child.

Dropoff guide for parents –

- Please read the full guidance document “Registration (Drop off & Collection) Policy” together with “Changing Facility and Toilet Policy” of RDGC Ltd at the end of this handbook
- All members must book in prior to their session starting with their parent /guardian and we have a policy during normal operating times that the child is walked to the registration point (in the Clwyd House this is the red gate and in Ruthin Leisure the welcome desk in the training hall).
- Members should arrive 5 minutes prior to the class starting.
- Parents please drop and collect in the designated areas inside the training hall but please do not enter the gym- this is for safeguarding reasons.
- Please do not block any entrance and exit points
- Please come into the gym door to drop and pick your child up – please do not instruct your child to walk out to meet you in the carpark.
- Please read or take a photo of our notice boards for any important information.

May we take this opportunity to reiterate that the Club has a duty of care for your child once they are handed over and registered in the facility. Please do not remove your child or take them home early without gaining the permission of the Head Coach. When you collect your child please receive your child in an official handover so that we may fulfil our child protection obligations.

Exemption request for 14 + years

BG policy states that it essential that parents/guardians dropping off and collecting children at gymnastics classes come into the training facility itself. It is not acceptable to drop children off outside the facility or to ask your child/ren to meet you outside the building in the car park.

An exemption form for those children over 14 year is available in the appendices of this handbook, and must be completed before a child is allowed to leave or attend the gym alone. (In the eyes of the law a child is a child until their 18th birthday). Parents may view our full “Dropping off, parent viewing & collection” statement on our website or from reception in class.

Authorise another adult to collect your child

Gymnasts are dismissed from class in a controlled manner to their parents/guardian and may we ask that you are prompt to collect. Members should remain with coaches at the end of the session until collected by their parent or guardian. If someone other than the usual parent/guardian will be collecting your children, please let us know in advance if at all possible, to avoid any embarrassment.

Monitoring of Attendance

Attendance is recorded for insurance purposes and stored in line with our GDPR safe data policy. To avoid unauthorised absences on your child's record, please advise the Head Coach prior to session (by messenger/text/email).

Spectator viewing during training

Once your child has settled in with us and is enrolled as a member, we encourage you to leave your child at the start of the session (excluding preschool) so that the coaches can attain the focus that is needed without distraction. Parents are encouraged to return to the “Spectator Quiet Zone” in the last 20-30 minutes of training to enjoy watching and supporting the development of your child. The club also provides parent

events to watch your child perform.

Injury

Kindly inform the Head Coach of any injury that has occurred since your child's last training session before the warm up begins. In line with insurance guidelines, due to the nature of the sport, children with an injury are discouraged to attend until declared physically fit. If you are in anyway unsure please contact the Head Coach. Please refer to our policy "Payment of fees when injured/sick" for guidance.

Personal information

Kindly update your love admin account with any personal changes and the club will automatically be informed of this data changes.

Want to chat to us about a concern?

In line with current guidelines and good practice, the Club wishes to resolve any concerns/complaints speedily and with the minimum of distress to all participants involved.

Most concerns or complaints can be resolved informally and rapidly by the Head Coach and we encourage such a discussion at registration, or at the end of the session, by telephone or email. If you require a more private area to discuss a matter please advise us of this.

You can take guidance from our "Acceptable Behaviours Policy - Whistle blowing & procedures". If you feel unable to raise your concerns informally, our "Managing Behaviour Policy - **Raising a Concern or a Complaint Policy & Procedure**" gives structure and a course of action for all those involved (Coach, Volunteer, Gymnast, Parent/Guardian,Welfare, Management Committee) in order to obtain a speedy response and resolution. This is available in the handbook appendices, on the Club website or available in class reception.

Volunteering Opportunities

RDGC Ltd. always welcoming any new volunteers and offer a British Gymnastics Qualification framework pathway from aged 14 year and upwards. If you have administration, business or coaching skills and think that you could make a valuable contribution to the club please just ask Tamsin or Heather to see how you could get involved. However, RDGC Ltd. also welcome individuals who feel that they would like to develop new skills or update old ones – everyone is welcome. RDGC Ltd. offer the following volunteering roles and will provide any relevant training for committed individuals:

- Volunteer Gymnastics Helper (Academy POW, Academy Mini, Academy Millenium, Parent)
- Volunteer Academy Apprentice (Junior/Senior/Parent)
- Volunteer Gymnastics Coach – age 16 years +
- Volunteer Office Assistant – age 18 year +
- Volunteer Fundraiser/Event supporter (No DBS needed)

Please note that all volunteers, with the exception of fundraiser/event supporter, will be subject to an Enhanced Disclosure & Barring Service check.

Why Volunteer?

Parents are very important and greatly valued in Gymnastics and it is hoped that as many parents as possible will volunteer to help at the Club. Without the support of parent volunteers, the Club and the Governing Body would not function effectively.

Whilst you will want to make a real difference when you volunteer, it's not just about what you can do for others. Volunteers get a lot out of the experience too. RDGC Ltd. believe that good volunteering is rewarding for everyone involved.

Here are some of the things that volunteering can do for you:

- **Give your CV a boost** – In a recent survey of some of the UK's leading businesses, 73%* said they'd employ someone who's volunteered over someone who hasn't
- **Get back into work** ---- It's a great way to get a reference and fill gaps in your work experience.
- **Feel Good** ---- Volunteering does wonders for your mind, body and spirit. Especially if you're feeling isolated or out on a limb after a big change, like a redundancy, say, or change of relationship.
- **Improve your confidence** – You'll learn and do things that you might not normally get the chance to ---- this can be a real confidence boost.

Be safe

**Gymnastics should be fun!
You should feel safe and enjoy your sport**

- Trust your instincts about the people you meet
- Never allow anyone to do things to you that make you feel uncomfortable
- Carry a mobile phone, phone card or some change

If you have any concerns contact your Club Welfare Officer

Club name

Ruthin & Denbigh Gymnastics Club Ltd

Club Welfare Officer's name

Bethan Lindquist

Telephone number

01745 407800

Email address

Bethan_Madoc-Jones@hotmail.co.uk



Alternatively, you can speak to someone at
ChildLine 0800 1111 | NSPCC 0808 800 5000 | British Gymnastics 0345 1297129





Welfare Policy & Statement: Ruthin & Denbigh Gymnastics Club Ltd updated 1.5.20

Statement: RDGC Ltd Adopt and incorporate the British Gymnastics Safeguarding Policies as affiliated Club and the BG Standard of Conduct for Registered Clubs



Club Welfare Officer: Bethan Lindquist beth_madoc-jones@hotmail.co.uk **01745 407800**

Introducing our Welfare Officer, qualified in “Safeguarding and Protecting Children” and “Time to Listen” which are the essential requirements for the role. RDGC Ltd Welfare Officer **Bethan Lindquist** also has valuable experience in Safeguarding children in her profession capacity to effectively deliver the standards and to guide all parties involved in the club’s partnership to deliver safe gymnastics. RDGC Ltd standards are all supported within a framework of Policies and Procedures that enable the club to manage the acceptable standards of the club. The club’s Safeguarding & Welfare Procedures are guided by the adopted policies of British Gymnastics.

[SAFEGUARDING POLICY & PROCEDURES](#)

[SAFEGUARDING CHILDREN-SAFE ENVIRONMENT](#)

[SAFEGUARDING CHILDREN – SAFE RECRUITMENT](#)

[SOCIAL NETWORKING GUIDELINES](#)

[SAFEGUARDING DBS GUIDELINES](#)

Safeguarding and Welfare

RDGC Ltd. strive to offer high quality, enjoyable and safe activities for everyone. All sessions are led by fully qualified coaches. All our Gymnastics coaches are qualified through British Gymnastics coaching framework and have completed a DBS check and attended Safeguarding and Protecting Children Training as a requirement of their insurance and code of conduct with Welsh and British Gymnastics.

The Club is committed to safeguarding and promoting the welfare of children. A Welfare Officer has been appointed to support the club in its endeavor to fulfil its child protection obligations and guide on best practice issues. Our officer, **Bethan Lindquist**, can be contacted through the contacts section of our website or as detailed below.

The Officer is there if you are concerned about the Welfare of a child. You do not need to know everything about the child and what is happening, but if you are worried, or feel that everything is not right please contact the Club’s Child Welfare Officer. Any matter regarding training & day to day enquires and general practice issues your contact is the Head Leader in session or Head Coach of the club.

Regular Health and Safety checks are carried out by RDGC Ltd. and safety measures monitored and recorded.

Parents in support of our club

The Gymnastics Club is supported by an Academy of Volunteer Leaders as well as employed coaches. Parents and guardians have a crucial role to play in supporting their child’s success. A good partnership between the home and Club ensures that children are happy during their sessions. We are very fortunate to have very supportive and friendly parents without which we would not be able to function so successfully. Our parents

recognise that developing children is a process that involves partnerships between parents and club community.

Parents play an important role in the success of their child. With the right kind of support and encouragement, young people will progress well and enjoy a rewarding experience. It is likely that a child will remain in the sport with the right support at home alongside our positive Club environment.

We endeavour to run a strong community based club but accept that rules may be breached at some time. You have our assurance we will follow our strict guidelines on each individual area, this may engage a third party, our governing body or welfare team to successfully resolve the matter.

Welfare Officer Role

The Welfare Officer is appointed to support the club in its child protection obligations and guide on best practice issues and is responsible for ensuring all coaches and volunteers have gone through the necessary checks according to BG regulations.

If a parent, coach or child wish to raise a concern about any aspect of the clubs procedures or regarding a specific incident, do not hesitate to contact the Welfare Officer by telephone, email, contacts section on website or speak to them in the gym if you would rather.

Are you concerned about the Welfare of a child? You do not need to know everything about the child and what is happening, just worried, or feel that everything is not right. Our Welfare Officer has been appointed to support the club to fulfil its child protection and guide on best practice issues.

Please direct your concern to our designated Welfare Officer of the club who is trained to follow the guidance outlined BG Safeguarding Children Recognising & responding to abuse and poor practice. Protection.

British Gymnastics Statement: In a situation where a child is at risk of significant harm or has been harmed in connection with their involvement in gymnastics, the parent/carer should contact the Club Welfare Officer who has the responsibility of referring any concerns of possible abuse to Children's Social Care Services/Social Services and/or the Police and informing British Gymnastics. Alternatively the parent/carer can contact direct. It is requested that where a parent/carer has made a direct referral to Children's Social Care Services/Social Services and/or the Police, that the BG Safeguarding and Compliance Officer and, if appropriate the Club Welfare Officer is provided with the details of the concern as soon as possible so that any necessary action can be taken to safeguard all children in the sport.

Policy updates

We expect of all parties to abide by our policies, rules and standards of conduct and for parents a declaration on your love admin personal account acknowledges receipt and importantly that you have shared the expectations with your gymnast.

If we update any policy and whilst we are happy to chat to you about any changes to procedures and policies, by enrolling at renewal as a member you are signing up that you accept all current and updated terms of all our policies.

OTHER WELFARE AGENCY CONTACTS

Social Care Services Ruthin 01824 712200 emergency 0845 0533116
Social Care Services Conwy 01492 575111 emergency 01492 515777
Denbighshire Social Services 01824 712 900 emergency 0845 053 3116
Police 0845 607 1002 Emergency 999
British Gymnastics ethics 0845 1297 129 - ethics@british-gymnastics.org
British Gymnastics UK Lead Officer 0845 1297 129
Welsh Gymnastics Regional Welfare Officer Carys Kizito 0845 045 4304
NSPCC 0808 800 5000
Childline 0800 1111
Help for Adults (help and advice) 0808 800 5000
Kidscape 020 730 3300

Our Pathway



Ruthin & Denbigh Gymnastics Club Ltd
Clwb Gymnasteg Rhuthun & Dinbych Cyf



(Accompanied Toddler Session) - Term-time and selected School Holiday dates

Stay & Play

The gym is transformed into a soft playground, so both you and your child are able to roam freely. It is a safe way for your child to discover new challenges and help develop their core movement patterns. A qualified coach oversees the session to help if needed.

45 Minute Class - 39 week timetable

Pre-school Daisies (Age Guide: School Nursery)

A fully structured class, with adults as spectators only. In these sessions we work towards our British Gymnastics Pre-school Awards. Fun interactive activities and music are key components of the sessions - helping your child learn to follow rules whilst building their confidence. Apparatus circuits provide a wide variety of fundamental movement activities.

45 Minute Class - 39 week timetable

Strawberries (Age Guide: School Reception)

In these sessions we work towards the British Gymnastics Proficiency Awards. Fun, interactive and focused circuit-style apparatus are key components of the sessions - preparing them for more gymnastics skills. It will take no longer than 12 months for the gymnast to progress to our 60 minute class.

60 Minute Class - 39 week timetable

Whiteberries (Age Guide: School Year 1)

The aim of this class is to teach basic gymnastics skills and movements in a fun and friendly environment. The gymnasts continue to work through their British Gymnastics Proficiency Awards. These awards are designed to allow the progressive learning of rolls, jumps, balances and group work using apparatus such as asymmetric bars, beam, Team Gym track and trampoline.

90 Minute Class - 39 week timetable

Blueberries (Age Guide: School Year 2)

The gymnasts work through the higher level British Gymnastics Proficiency Awards, gymnasts continue to build developing their flexibility, strength, balance and co-ordination which underpins the gymnasts ability to further develop their skills. Gym For All competitions for all genders and abilities are introduced and encouraged.

90 Minute Class - 39 week timetable

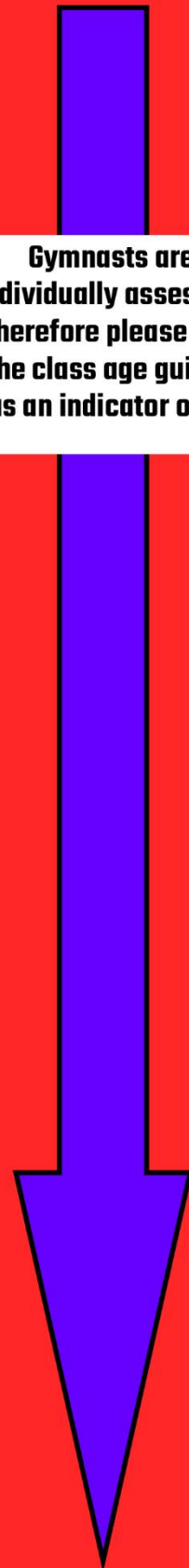
Poppies (Age Guide: School Years 3+)

Poppies allows progression for older beginners and those moving up from the Blueberries class. Still with fun and enjoyment as the main emphasis, these classes allow gymnasts to begin to master the more difficult skills needed to complete the RDGC awards and Team Gym pins. Gym For All competitions for all genders and abilities are introduced and encouraged.

If a gymnast in a beginners session demonstrates the required characteristics, they may be invited to attend a recreational assessment programme to give a coach time to assess how the child copes with increased hours and focused training sessions. This group is by invitation only as a higher level of commitment and effort will be required.

Gymnasts have the opportunity to extend their gymnastics training hours via our development pathway - "DO MORE Perfect Basics".

Gymnasts are individually assessed, therefore please use the class age guides as an indicator only.



Our Pathway



Ruthin & Denbigh Gymnastics Club Ltd
Clwb Gymnasteg Rhuthun & Dinbych Cyf



90 Minute Class - 39 week timetable

Scarlets/Club (Mixed Ages)

Scarlets allows for older, advanced beginners to enter the club's pathway - A preparation class for the Ruthin and Denbigh Gymnastics Club and a period to continue their Team Gym pin awards.

Team Gym skills and techniques are progressed as gymnasts physically prepare for higher level gymnastics and competitions. As you develop your skill and strength, you'll work as part of a team to perform more advanced and technical routines at micro-level. The club often invites Scarlets/Club to display at events. This provides an opportunity to link in with RDGC higher performance, DO MORE gymnasts, encouraging advancement towards higher levels.

The gymnasts also receive an annual Attendance Rosette Award.

Gymnasts have the opportunity to extend their gymnastics training hours via our development pathway to "DO MORE Perfect Basics", and by invitation to "DO MORE Team Gym Competitive".

PROGRESSION



DO MORE Perfect Basics

This extra time in the gym can be used for fun, fitness and to master the skills required to advance in the 4 main areas of Floor, Beam, Bars and Vault.

This 90 minute session will improve fitness, strength and flexibility, to complement their current session.

DO MORE Artistic Competitive

This competitive section, focused around improving fitness, strength and flexibility and to master the skills towards a regional competitive pathway.

Once a member of this Artistic Development Squad, gymnasts will be assigned a personal coach who will take responsibility for progressive learning and safety. The gymnast's personal coach will also help prepare them for competitions.

DO MORE Team Gym Competitive

As a **Gym-For-All** focused club, we are proud to hold the title of being the first club to offer Team Gym in North Wales. As a club that specialises in Team Gym, these extra sessions (at least 1x90 minute session, max. 360 minutes Olympic Squad), comes improved fitness, strength and flexibility. Additional time on the trampet, vault and tumble will focus on technique which means the sky's the limit on what can be achieved!

Once a member of this Team Gym Competitive Squad, gymnasts will be assigned a personal coach who will take responsibility for progressive learning and safety. The gymnast's personal coach will also help prepare them for competitions.

Extensive competition opportunities at Levels 6, 5 and 4, in competitive venues across England and Wales.

Further Club Policies-available to download www.ruthindenbighgymnasticsclub.co.uk

*included within Appendices in handbook

*No 1 Parent – Handbook for Members (Parents) & Welfare Statement/Poster

*No 2 Parent – Standards of Conduct for Parents & Gymnasts

*No 4 Parent – BG Have Fun Be Safe Leaflet

*No 5 Parent – BG Keeping Your Child Safe Leaflet

*No 6 Parent – Registration (Drop off & Collection) Policy

*No 7 Parent - Changing Facilities & Toilet Policy

*No 8 Parent - Adverse weather & cancelled session policy

*No 9 Parent - Payment of session fees when injured/sick

*No 10 Parent/All – Accessible for all policy

*No 11 Parent/All – Behaviour Policy For Public & Non Participants

*No 12 Parent/All – Acceptable Behaviour Policy, Whistle Blowing & Procedures

*No 13 Parent/All – Managing Behaviours Policy – A Procedure to Raise a Concern/Complaint

*No 14 Parent/All – Social Networking Guidance / communication Policy

*No 15 Parent/All - Jewellery, Body Piercing & Adornments

*No 16 Parent/All – Privacy Notice GDPR

*No 17 Parent/All _ RDGC Ltd Equality Policy

The club is guided by all British Gymnastics Policies

No 1 BG - SAFEGUARDING POLICY & PROCEDURES

No 2 BG - SAFEGUARDING CHILDREN-SAFE ENVIRONMENT

No 3 BG - SAFEGUARDING CHILDREN – SAFE RECRUITMENT

No 4 BG - SOCIAL NETWORKING GUIDELINES

No 5 BG – HEALTH, SAFETY & WELFARE GUIDANCE - SAFE TRIPS

No 6 BG - CRIMINAL RECORDS CHECKS & POLICIES SAFEGUARDING DBS GUIDELINES

No 7 BG – SAFEGUARDING INCIDENT REPORTING

No 8 BG - MANAGING CHALLENGING BEHAVIOURS

No 9 BG – REPORTING SAFEGUARDING FLOWCHART

No 10 BG – HAVE FUN BE SAFE LEAFLET FOR PARENTS

No 11 BG – KEEPING YOUR CHILD SAFE LEAFLET FOR PARENTS

No 12 BG – STANDARD OF CONDUCT FOR COACHES & OFFICIALS

No 1 BG HS – HEALTH & SAFETY GUIDANCE – COACHING PRACTICE

No 2 BG HS – HEALTH, SAFETY & WELFARE GUIDANCE – SAFE PARTICIPANTS

No 3 BG HS – GYMNAST TO COACH RATIO

No 4 BG HS – BODY PIERCING AND ADORNMENTS

No 1 BG EQ - EQUALITY POLICY

Appendices

- *No 2 Parent – Standards of Conduct for Parents & Gymnasts
- *No 4 Parent – BG Have Fun Be Safe Leaflet
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