



**PCYC PENRITH GYMNASTICS ENROLMENT FORM TERM 4 2023**

Childs name/s	D.O.B	Medical	PCYC member number
1.			
2.			
3.			
4.			

**RESPONSIBLE PERSON DETAILS (Parent or guardian)**

<b>FULL NAME:</b>	<b>RELATIONSHIP:</b>
<b>CONTACT NUMBER:</b>	<b>DOB:</b>
<b>EMAIL:</b>	
<b>ADDRESS:</b>	
<b>HOW DID YOU HEAR ABOUT OUR GYMNASTICS:</b>	

PLEASE PLACE YOUR CHILDS NUMBER FROM ABOVE (1, 2, 3 or 4) IN THE BOX FOR THE CLASSES YOU WOULD LIKE TO ENROL THEM IN.

Please double check day and time selected as PCYC Penrith will not take responsibility for errors made on the booking form.

**Term 4 – Monday 9<sup>th</sup> October 2023 to Saturday 16<sup>th</sup> December 2023**

RECREATIONAL GYMNASTICS							
Kindy/Junior Gym							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	COSTS
1.30pm – 2:30pm							<input type="checkbox"/> \$150 per term
Gym Star							
4pm – 5pm							<input type="checkbox"/> \$150 per term
10am – 11am							
Gym Skills							
5pm – 6pm							<input type="checkbox"/> \$150 per term

SQUADS							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Payment Method
Development							
5pm – 7pm							<input type="checkbox"/> \$220 per term upfront
Team Gym							
6pm – 7.30pm							<input type="checkbox"/> \$200 per term upfront
WAG 1 & 2							
5pm – 7pm							<input type="checkbox"/> Direct Debit
4pm – 6pm							<input type="checkbox"/> \$200 per term upfront
BLUE SQUAD: WAG 3 & 4							
4.30pm – 7.30pm							<input type="checkbox"/> Direct Debit
8am – 11am							<input type="checkbox"/> \$220 per term upfront
RED SQUAD: WAG 3 & 4							
6pm – 8pm							<input type="checkbox"/> Direct Debit
2.30pm – 5.30pm							<input type="checkbox"/> \$220 per term upfront
<b>Fortnightly Direct Debit: WAG 1&amp;2: \$80 = max 2 classes (&lt; 6 hours)   WAG 3&amp;4: \$100 = 2 classes (&lt;6 hours) or \$130 = 3 classes (6 hours&gt;)</b>							
Compulsory Gymnastics NSW registration							
<b>2023 Registration Fee</b>	WAG: - \$105			GYMSTAR:- \$65		Kindi Gym:- \$55	

If the direct debit option is selected, please ensure you complete a payment details form – ask reception.





## PLEASE DETACH THIS PAGE AND KEEP IT FOR YOUR OWN REFERENCE

### Terms and Conditions:

- Enrolment will only be confirmed upon full receipt of payment and completion of booking forms – Spots cannot be held or reserved.
- Incomplete booking forms will be returned and not processed until they have been completed.
- Enrolments will close when maximum capacity is reached. Classes cannot exceed maximum capacity. All enquires after maximum capacity is reached will be added to our waiting list.
- For all Gymnastics classes, the Gymnastics NSW annual registration fee is compulsory and non-refundable.

### **Code of Conduct:**

- Rules are established for the safety and well-being of all participants. If a participant displays inappropriate behaviour, coach will speak to them about the rules and positively reinforce correct behaviour. If no improvement is seen, the participant will be asked to sit out. If negative behaviour continues to escalate, parent/guardian will be contacted and asked to pick child up.
- If a participant physically harms another child, member or staff, they will be immediately removed from the class and parent/guardian contacted.
- If negative behaviour is a recurring problem, a meeting will be set up with parents and PCYC Penrith reserves the right to permanently remove children from our programs without compensation if there is recorded ongoing issues causing disruption to classes.
- Any participants who undertake any other serious behavioural breaches including but not limited to; verbal abuse, threats, bullying or other inappropriate behaviour towards any staff members, club members or other participants will face sanctions at the discretion of club management.
- Any equipment damaged through improper use by a participant will be required to be replaced or paid for by the family.
- Parents, caregivers and siblings are required to abide by PCYC codes of conduct. Failure to do so may result in the participant being removed from classes.

### **General Rules:**

- If you have an urgent issue during a class, please see one of our front desk staff and they will be able to approach one of our coaches.
- Children under the age of 16 years will not be allowed to leave the facility unless accompanied by an adult.
- Photography must be limited to your own child only, PCYC reserve the right to inspect cameras if there is suspicion of abuse.
- No food or drink of any sort allowed in the class area with the exception of water.
- Participants must wait until they are invited onto the floor by a coach.
- For reasons of insurance and general safety, children who are not enrolled in a class at the appointed time are not permitted in the class area.
- Non participants who repeatedly enter the class without reason will be required to leave for the safety of our participants.
- Please label all personal belongings and do not bring valuable items to class. PCYC Penrith does not accept responsibility for lost property.

### **Missed lessons - Make ups, Credits and Refunds:**

- Refunds or credits cannot be given for change of mind.
- **FOR GYMNASTICS, SPORTS AND MUSIC** In the event of a missed class, a makeup class will be offered provided management has been informed by email **prior** to the class commencing and there is space available in a comparable class. Make up sessions are complimentary. If there is no space available in a class of the same or similar skill level, a makeup class will not be possible. You cannot book a makeup class after you have missed a class.
- Credits can **ONLY** be applied for lessons missed for medical reasons with a doctor's certificate provided or in other extreme circumstances if approved by the Manager. A credit form will need to be filled out at the front desk.
- Credit applications must be lodged within a week of receiving a medical certificate/other documentation.
- A maximum of 2 credits per term will be applied for minor medical issues.
- Refunds will **ONLY** be provided in the case of ongoing illness or injury with a doctor's certificate. A refund form will need to be filled out at the front desk and upon approval from management a reimbursement form will be provided.
- Only classes paid for with cash or card can be credited or refunded. We cannot offer credits or refunds for classes paid for with the Active or Creative Kids Voucher under any circumstances.
- Gymnastics assessments will occur in week 8 of each term in all Gymstar and WAG classes. If the assessment lesson is missed for any reason, it can be made up on any other day in that week the class is offered provided staff have been notified.
- Assessments will not be made up at any other time and students who miss the assessment will not receive a testing certificate in week 10.

### **Change of Class/Change of Mind**

- Class day/times can only be changed provided there is space available in the new class and the current class. If the class your child is already in has been fully booked, we are unable to move the child out of this class as we would have already turned away other people from this class. After week 5 of the term class day/times can not be changed



#### Age and Skill Limits:

- The class selected must be appropriate to the child's age. Children will not be enrolled into a class if they do not fit into the age bracket.
- To enrol in an advanced gymnastics class, students must have passed GFA level 3 or have been invited. Students who do not meet these requirements will not be allowed to enrol in an advanced class.
- Competitive squads are by selection only. Selection is at the discretion of coaches.

#### Punctuality:

- Students must arrive on time to class and be ready in the waiting area 5 minutes prior to the commencement of their class.
- Students who are more than 15 minutes late to class will not be allowed to enter as it is unsafe and disruptive to the lesson.
- Students must be picked up by a parent or caregiver at the conclusion of their class. Children cannot meet parents outside in the car park.
- **If student do not attend class for more than 2 or 3 weeks in a row without valid reasoning, they will not be able to compete in the next comp due to inability to prove they are competent**

#### Attire:

- Students must be dressed neatly and appropriately for class, in comfortable clothing with hair pulled back off the face. Students dressed inappropriately will be asked to change and may not be able to participate in class if their attire poses a risk to coaches or the athlete.
- Dresses, skirts, denim and jewellery (including watches, with the exception of small earrings) are strictly prohibited.
- We recommend children do not wear jewellery to class as they will be asked to remove it before participating and no responsibility will be taken by PCYC Penrith for lost or misplaced items.
- Closed in shoes must be worn for all activities excluding those run in the gymnastics hall or martial arts room. Clean socks must be brought to gymnastics lessons.

#### Medical Conditions/Additional Needs:

- Parents are required to inform PCYC Penrith of any allergies, medical conditions or additional needs their child has when enrolling. Parents are requested to explain known triggers, symptoms and management strategies when enrolling their child to help staff recognise and treat the condition. Please advise the centre of any special requirements.
- An Anaphylaxis/Asthma plan must be provided for students with these conditions.
- Parents/Carers are permitted on the floor to assist in the case of a student with additional needs. Any additional needs should be brought to the attention of coaches/management to ensure appropriate adjustments are made to the lesson if necessary.

#### Illness/Injury

- Do not bring children to the club who are sick and may risk spreading illness.
- Any injuries must be reported to a coach and in the case of injuries requiring modification to skills, a doctor's certificate or physio's note should be provided to coaches to detail the exact nature of the injury.

#### Active/Creative Kids Vouchers

- Active Kids vouchers can be used Gymnastics
- Vouchers can only be used for the child named on the voucher.
- Vouchers can only be used in one transaction. Any leftover amount on a voucher is forfeited and cannot be held in credit. It is not possible to refund a cash or card payment after booking to instead use a voucher.
- If using a voucher, this must be presented and redeemed at the time of booking.

#### KindiGym Classes:

- KindiGym classes are designed with parent involvement in mind. The parent must be actively involved with assisting their child. Parents are not permitted to leave their child at any point in the lesson.
- Children who are not enrolled in the class are not permitted to participate. Younger siblings are welcome to be brought along, as long as the parent/caregivers main focus is on the child participating in the lesson.

#### Direct Debit:

- Direct debit memberships are on going and will be rolled over from term to term.
- Cancellation requires 30 calendar days written notice to PCYC. A membership cannot be cancelled if there are payments outstanding on the account. A membership cannot be placed on suspension during the cancellation notice period.
- Upon a failed direct debit, a failed payment fee (Dishonour Fee) of \$10.00 (including GST) per failed transaction will be charged to your account. Should outstanding fees not be paid in club before the next direct debit cycle, all arrears will be added to the following direct debit payment.
- If any amount payable for your membership is not paid on the due date, access to PCYC classes may be suspended until such time as payments are up to date. Accounts in arrears exceeding \$100 may be referred to a third-party Debt Collection Agency.
- You must keep us informed of any changes to your details such as address, e-mail address, contact numbers, bank account and credit card details for payment.
- We reserve the right at any time to increase the fees charged and will use reasonable endeavours to give written notice to your listed contact details (email, address) at least one month prior to the increase. If membership fees are increased and reasonable endeavours have been made to provide prior notice, you hereby authorise PCYC to increase any direct debits to your nominated credit card or bank account