

RGAs Membership 2018 -2019

Welcome to RGA

As a charity we ensure all funds go directly back into supporting the club's ongoing development and we hope to continue to achieve our motto- *"to every child the opportunity"*.

By becoming a member of RGA and by sending your child to classes, you agree to RGA's terms and conditions (they can be found in full on the RGA website).

RGA prides itself on providing high quality gymnastics education for its members in a safe, happy and nurturing environment. We regularly support our coaching staff to upskill by paying for coaching courses and mentoring them. We have a number of staff members who are High Performance coaches and National coaches in their field as well as those that are coaching tutors for British Gymnastics. We also run regular inset days for staff which include first aid, safeguarding and coaching workshops. We can only continue to develop in a positive way with parent/ guardian support, and we thank you in advance for your support of the club and for following RGA regulations.

Please find some important information below, but if you have any further queries please visit our website at www.richmondgymnastics.co.uk or email our office staff at rga@richmondgymnastics.co.uk

Please remember to visit your online account regularly to see what your child has been achieving on their personal badge level. Please also remember RGA has nearly 2,000 members so we will correspond via email at all times. Please check your junk mail regularly around invoice periods to ensure you don't miss anything important from us.

RGAs Member Uniform

All members participating in gymnastics at RGA **must** be dressed in RGA kit, which can be purchased from our website kit shop.

All coaches are also required to wear RGA uniform at all times.

It is important that everyone has suitable gymnastics attire for safety and important that we create a family-oriented team unit which is why RGA kit is compulsory.

Pre-School: Richmond T-shirt & Shorts or RGA Leotard

General: Richmond T-shirt & Shorts/Hipster (optional) or RGA Leotard & Hipsters (optional)

Children are not to wear any kind of jewellery including earrings due to British Gymnastics health and safety regulations and all hair must be securely tied back.

Term Dates

Please note that the Richmond Gymnastics Association (RGA) do not run classes during holidays and half term breaks. The term dates for 2018/2019 are:

Autumn Term: Monday 10th September – Monday 16th December 2018

Half Term: Sunday 21st – Saturday 27th October 2018

Spring Term: Monday 7th January – Sunday 7th April 2019

Half Term: Sunday 17th – Saturday 23rd February 2019

Summer Term: Tuesday 23rd April – Monday 22nd July 2019

Half Term: Sunday 26th May – Saturday 1st June 2019

Classes do not run on Bank Holidays. Should your child's class fall on a Bank Holiday we will add an extra class on at the end of term.

Watching week

This is held on the penultimate class of each term. Watching weeks are an opportunity for parents, friends and family to watch their child's class. Taking videos and photographs at watching week is permitted. Please note that photos and videos should not be put on social media if other children are in the video, unless you have permission from the other child's parent.

Teddy bear week

This is held on the last class of each term.

Teddy bear weeks are fundraising fun days. Children can bring in a cuddly toy of their choice to the class along with a £1 optional donation. The money raised is used to purchase new gym equipment for the preschool/general gymnastics programme.

Fees

Fees are payable in advance and are non-refundable. In addition to class fees, there will be an annual membership fee each year for Richmond Gymnastics Association and London Gymnastics. This is payable when you join and renewable every September after that. This fee remains the same regardless of what point in the year you join.

NOTE: We do not accept payment via American Express. Anybody that pays via American Express will have their fees refunded

Insurance

In addition, any child attending a RGA gymnastics class must be insured under British Gymnastics guidelines. Due to new data protection regulations this insurance must be arranged directly between British Gymnastics and the parents from 1st October 2017.

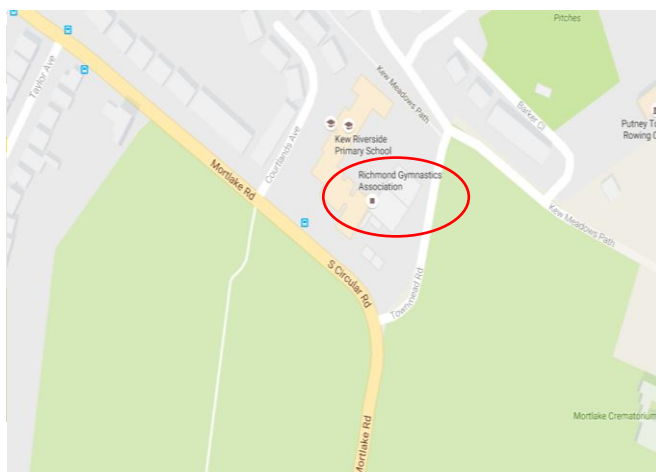
Without British Gymnastics insurance your child will not be allowed to participate in an RGA class.

RGA Centre

RGA is a purpose-built gymnastics facility open 7 days per week, offering an extensive gymnastics programme from Preschool through to Competitive Gymnastics.

There are two gymnasiums (Gym 1 and Gym 2) both are fitted with an extensive range of gymnastics equipment and coaching aids.

All gymnasiums are out of bounds to children and adults unless they are participating in a class with a coach present due to insurance reasons. Staff have been told to ask parents and children to leave the gymnasium if they are found within them without a qualified coach.



1 Townmead Road,
Kew,
TW9 4EL.

Telephone: 020 8878 8682

Email: rga@richmondgymnastics.co.uk

Website: www.richmondgymnastics.co.uk

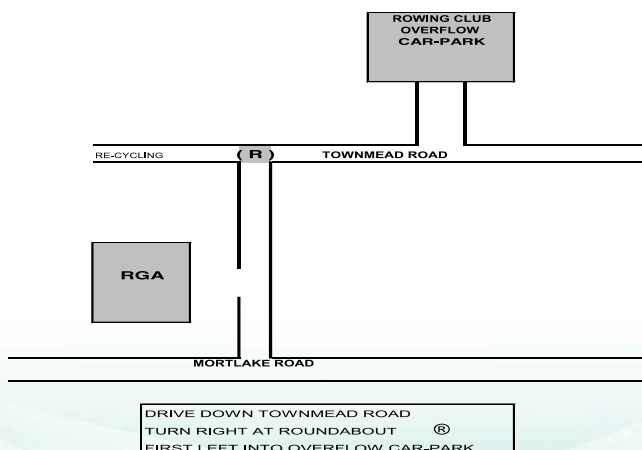
RGA Centre Parking

There is limited car parking spaces at the RGA premises, so please make sure that you **park only in a designated parking bay**. Additional parking is provided 2 minutes' walk away at Putney Town Rowing Club, which is free to our members. Please do not park on the double yellow lines outside the gym on Townmead Road. (Parking at the RGA centre is currently suspended due to building work, so please use the over-flow

car-park).

Parking is only allowed at RGA premises when a child is attending a gymnastics class.

Parents/Guardians who do not heed to the above requests will have their car registration number noted and your child's membership at RGA may be cancelled without refund.



RGA Centre Pram Shelter / Bicycle rack

A pram shelter and bicycle rack is provided outside the front entrance as prams, pushchairs, bicycles and scooters are **not permitted** anywhere in the building due to fire regulations.

Staff have been told to remove buggies/ pushchairs that have been brought into the building in order that we comply with Fire regulations.

RGA Centre Toilets and Changing Rooms

There is a visitor toilet located between the foyer area and the main gymnasium. (Gym 1), which offers baby changing facilities and has disabled access.

Please ensure all nappies are put in the nappy bins provided in the disabled toilet.

Please ensure wet wipes are put in the bins provided and are not flushed down the toilets.

The girls and boys changing rooms are situated on either side of the main gymnasium (Gym 1 - Boys) or (Gym2 - Girls).

Parents/guardians attending parent/toddler classes can use either changing room but children attending independent classes who need assistance must go to the changing room appropriate to the accompanying adult.

i.e. a female adult attending RGA with a male gymnast who needs help changing should use the girls changing rooms.

Class Protocol

All children should aim to arrive 5 minutes before the start of their class and wait in the foyer until the Coach comes out to call them in to the gym for the start of their class.

Please ensure that you take your child to the toilet before the class to minimise disruption during lessons. In the case that your child is unable to go to the toilet alone, the parent / guardian must remain in the building for the duration of the child's class in case they need to use the toilet.

All children should be collected at the end of their class. Coaches will not allow children to leave the building unless under the supervision of their parent / guardian. If you wish for someone other than yourself to collect your child you need to provide written authorisation, which needs to be given to the office in advance.

Anyone participating in a class in the gymnasium is required to leave all their shoes and belongings in the changing rooms. No shoes or personal belongings are allowed to be taken into the gym or left in the foyer area due to fire regulations. RGA staff have been told to remove personal belongings from the gymnasiums and put them in the changing rooms as requested in order to comply with Health & Safety regulations.

For Insurance purposes any siblings attending Parent & Toddler classes with a registered gymnast, must sit quietly at the side of the gym, or walk round with their parent. Siblings may not go on any gymnastics equipment or join in the class at any time. Those that do will be asked to leave in line with our insurance regulations. Siblings will not be able to enter the gymnasiums during Independent classes they are not registered for and must remain outside with their parent/ guardian.

RGA Satellite Centres

We also run afterschool classes at a number of locations around the Richmond borough. Gymnasts are not required to attend these schools to enrol in RGA classes.

- **Collis School, TW11 9BS** - There is no onsite parking, but there is non-residential parking along the road. The toilets are situated in the entrance foyer. The gym is located directly opposite the front entrance. Parents are not allowed to sit in the gym while classes are in progress but can wait in the foyer for the duration of the classes.
- **St James's Church, TW12 1DQ** – There is limited onsite parking, but there is non-residential parking along the road. The toilets are situated through the gym area. Parents are not allowed to sit in the gym while classes are in progress but can wait in the foyer for the duration of the classes.
- **Nelson School, TW2 7BU** - There is onsite parking at the front of the school. Please walk directly across the playground to the gym which is situated to the rear of the playground. The toilets are next to the gym. Parents are not allowed to wait in the building for their child while the classes are in progress.
- **Orleans School, TW1 3EN** - There is no onsite parking. Please ensure you know the local parking restrictions and where parking bays are as all the local roads are resident permit only. The gym is situated in the middle of the playground. The toilets are located next to the gym. Orleans now operate a front gate/ front door system. Coaches have buzz parents in from the office. They are unable to do this at any times other than the cross over times as they can't leave the gym for long periods. Therefore, please make sure you are on time for drop-off and pick-up. Parents are not allowed to remain in the building or sit in the gym while classes are in progress.
- **Queens School, TW9 3HJ**-There is no onsite parking. Please walk directly across the playground to the gym which is situated to the rear of the playground and enter the gym from the left-hand door. The toilets are next to the gym. Parents are not allowed to wait in the building for their child while the classes are in progress.
- **Grena Road Centre (Richmond indoor bowls Club), TW9 1XS** - There is no onsite parking, but there are single yellow lines along Grena Road and the very close Sheen road. Please ensure parking is considerate of neighbouring properties. Toilets are situated down the entrance corridor on the left and the changing rooms are on the right. This site only has one changing room but there are male and female toilets available to get changed in. Parents are not allowed to wait in the building for their child while the classes are in progress.

Booking RGA Gymnastics Classes at Leisure Centres

Classes taught by RGA coaches are held at the following leisure centres:

- Whitton Sports & Fitness Centre
- Teddington Sports Centre
- Hampton Sports & Fitness Centre
- Shene Sports & Fitness Centre

To book classes at the leisure centres please contact the centres directly

<https://www.richmondgymnastics.co.uk/sport-fitness-centres> for contact information.

Holiday Camps

Holiday camps are run during Easter and summer holiday periods. They are available for all children aged from 4 years old (already in reception at school) and over Please see our website:

www.richmondgymnastics.co.uk/camps for information on dates and prices.

Half Term Crash Courses

Crash courses are run during half term. They are available for all children aged from 4 years old (already in reception at school) and over. Please see our website: www.richmondgymnastics.co.uk/half-term-crash-courses for information on dates and prices.

Preschool Drop-in Sessions

Preschool drop in sessions are run during half term and school holidays for children from 1 to 4-year olds (not for children already in reception at school). These sessions give your children a chance to explore in a safe environment and try out the soft-play equipment. The session is FREE-PLAY so there will not be coaching staff available. Please see our website: www.richmondgymnastics.co.uk/free-play-drop-in-sessions for information on dates and prices.

We hope your child enjoys their gymnastics classes at the RGA and fulfils their full potential, whatever that might be.

Keep a look out for the themed holiday camps run in the Easter and Summer holidays and for extra sessions, parties and drop-ins we also run.

We also run birthday parties- more details on our website.

Thank you for becoming an RGA member and allowing us to help your child on their gymnastics journey.

RGA Management Team
2018-2019 Gymnastics Year.