

RGA Membership 2020 -21

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1. Welcome to Richmond Gymnastics

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 Richmond Gymnastics Association (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). Please also note our new Covid-19 protocols which will have been emailed to you. Information provided here is subject to change at any time. More information can be found [here](#).

RGA prides itself on providing high quality gymnastics education for its members in a safe, happy and nurturing environment. We support our coaching staff to upskill by subsidising their coaching qualifications and mentoring them. We also run regular inset days which include first aid, fire safety, 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 guidance and regulations.

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 always correspond via email. Please check your junk mail regularly to ensure you do not miss anything important from us.

Please find some important information below, but if you have any further queries please visit our [website](#) or [email](#) our Admin team. You can also keep up to date with all our current news on [Facebook](#), [Instagram](#), [Twitter](#) and [LinkedIn](#).

2. RGA 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.

Pre-School:	Richmond T-shirt & Shorts or RGA Leotard
Gymnastics for All:	Richmond T-shirt & Shorts/Hipster (optional) or RGA Leotard & Hipsters (optional)

It is important that everyone has suitable gymnastics attire for safety and secondly to help create a family-oriented team unit which is why RGA kit is compulsory. Please note, gymnasts are not to wear any kind of jewellery including earrings due to British Gymnastics health and safety

3. Term Dates

Autumn term: Monday 6th September – Sunday 20th December 2020

Half term: Sunday 25th October – Saturday 31st October 2020

Spring term: Monday 4th January – Thursday 1st April 2021
Half term: Sunday 15th February – Saturday 20th February 2021

Summer term: Monday 19th April – Monday 19th July 2021
Half term: Sunday 30th May – Saturday 5th May 2021

Please note that RGA does not run normal classes during holidays and half term breaks, but we do offer holiday camps and drop-in sessions instead (see below and on our website for more details). Classes also 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.

3.1. 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, as parent's/ guardians are unable to watch classes during term time for various reasons. 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.

If this unable to go ahead due to Covid-19, we will make alternative arrangements and will confirm details via email and our [website](#).

3.2. Teddy bear / Fancy dress week

This is held on the last class of each term. Teddy bear / Fancy dress weeks are fundraising fun days. Children can attend their gymnastics class with their favourite cuddly toy and/or in appropriate fancy dress along with an optional £1 donation. The money raised is used to purchase new gym equipment for the pre-school and gymnastics for all programmes.

The Autumn 2020 term will be fancy dress only (no teddy bears or donations).

4. Fees

Fees are payable in advance and are non-refundable. In the event of another lockdown, RGA will continue to provide taught classes, however these will be online. In addition to class fees, there is an annual membership fee each year for RGA 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.

Membership fees help to pay for events at the gym accessible to all members (not all of whom attend classes), as well as offering discounts on extra RGA activities such as camps and parties.

Please note: Sorry, we do not accept payment via American Express. Anybody that pays via American Express will have their fees refunded.

4.1 Insurance

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

5. RGA Centre

RGA is a purpose-built gymnastics facility open 7 days per week, offering an extensive gymnastics programme from pre-school through to competitive gymnastics.

There are two gymnasiums (Gym 1 and Gym 2) and 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.



Townmead Road,
Kew,
TW9 4EL

Telephone:
020 8878 8682

Email:
rga@richmondgymnastics.co.uk

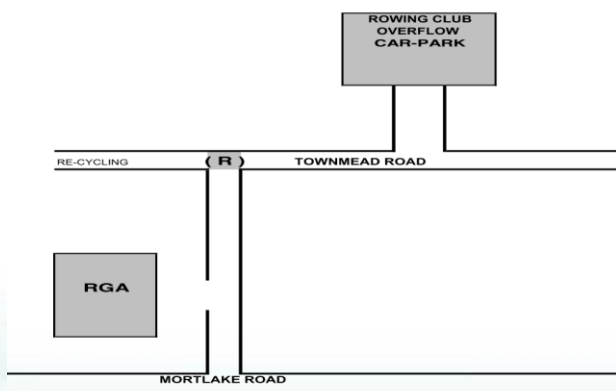
Website:
www.richmondgymnastics.co.uk

5.1 RGA Centre Parking

For everyone's safety, please do not park on the double yellow lines outside the RGA Centre on Townmead Road.

There are no car parking spaces at the RGA premises as parking is currently suspended until further notice due to building work. Free parking is provided 2 minutes' walk away at Putney Town Rowing Club, which is free to our members. Parking is only allowed when a child is attending a gymnastics class.

- Turn into Townmead Road (RGA Centre on your left)
- Turn right at the roundabout
- First left takes you into the rowing club carpark



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.

5.2 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 will remove buggies/ pushchairs that have been brought into the building to keep everybody safe in the case of an emergency and ensure that we comply with Fire regulations.

5.3 RGA Centre Toilets and Changing Rooms

Please note entrances and exits may change, be restricted, or have a one-way system due to Covid-19 regulations. Please follow signage or staff instructions.

There is a visitor toilet located between the boys and girls changing rooms and an additional disabled toilet available next to the girl's changing rooms which also offers baby changing facilities. Please ensure all nappies are put in the nappy bin 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 to the left of the new Reception in the changing room block next to Gym 2 and beneath the cafe area.

Any children attending 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.

5.4 Class Protocol

All children should aim to arrive 5 minutes before the start of their class and wait outside the building on the designated markers until the Coach comes out to call them in to the gym for the start of their class. Each child will be allocated an entrance when they enrol into their class and will have their temperature checked upon entering the building. If their temperature exceeds 37.8°C they will not be permitted to attend. They will also sanitise their hands at the entrance.

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 close by 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. Each child will be allocated an exit when they enrol into their class and will hand sanitise upon leaving the building.

Anyone participating in a class in the gymnasium is required to leave all their shoes and belongings in their designated bubble area in the changing rooms. Please arrive dressed for your class with as few additional possessions as possible.

For Insurance and health and safety purposes no siblings may attend Parent & Toddler classes with a registered gymnast and only one parent/guardian may be in attendance until further notice.

6. Grena Centre (Richmond Indoor Bowls Club, TW9 1XS)

The Grena Centre is our second biggest centre with all new equipment and an extensive amount of space.

All children should aim to arrive 5 minutes before the start of their class and wait outside the building on the designated markers until the Coach comes out to call them in to the gym for the start of their class. Each child will have their temperature checked upon entering the building. If their temperature exceeds 37.8°C they will not be permitted to attend. They will also sanitise their hands at the entrance.

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 while the classes are in progress due to current Covid-19 restrictions and cleaning requirements. We apologise for any inconvenience.

7. RGA Satellite Centres

Due to Covid-19, please note that not all of our satellite centres are open for gymnastics yet. 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.

For all Satellite Centres, children should aim to arrive 5 minutes before the start of their class and wait outside the building on the designated markers until the Coach comes out to call them in to the gym for the start of their class. Each child will have their temperature checked upon entering the building. If their temperature exceeds 37.8°C they will not be permitted to attend. They will also sanitise their hands at the entrance.

7.1 Collis School, TW11 9BSA

Due to Covid-19, this Satellite Centre is not available in Autumn 2020.

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.

7.2 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. *Please also check current Covid-19 regulations on site.*

7.3 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. *Please also check current Covid-19 regulations on site.*

7.4 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 with toilets located next to it.

Orleans now operate a front gate/ front door system. Coaches must buzz parents in from the office. They are only able to do this at class cross-over times as they cannot 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. *Please also check current Covid-19 regulations on site.*

7.5 Queens School, TW9 3HJ

Due to Covid-19, this Satellite Centre is not available in Autumn 2020.

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.

8. Booking RGA gymnastics classes at Leisure Centres

Please note, some classes may not be running so please check directly with the centre.

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

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

You can find leisure centre contact details to book directly [here](#).

9. Other Activities

9.1 Holiday Camps

Holiday camps are run during Easter and summer holiday periods as well as during half terms. 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/holiday-camps for current information on dates and prices.

9.2 Drop-in Sessions – Pre-School

Pre-school 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 and is not a structured class, but there will be coaching staff available. Please see our website for [more information](#) on dates and prices.

9.3 Drop-in Sessions – Gym Team

Exclusive to RGA Gym Team members (Year 7+), these sessions run during half term and school holidays.

Please see our website: www.richmondgymnastics.co.uk/holiday-sessions for information on dates and prices.

9.4 Birthday Parties

We also run fun and active gymnastics birthday parties during term time only - [more details](#) on our website.

We hope your child enjoys their gymnastics classes at the RGA and fulfils their full potential, whatever that might be. Thank you for becoming an RGA member and allowing us to help your child on their gymnastics journey.

Stay safe.

RGA Management Team
2020-21 Gymnastics Year