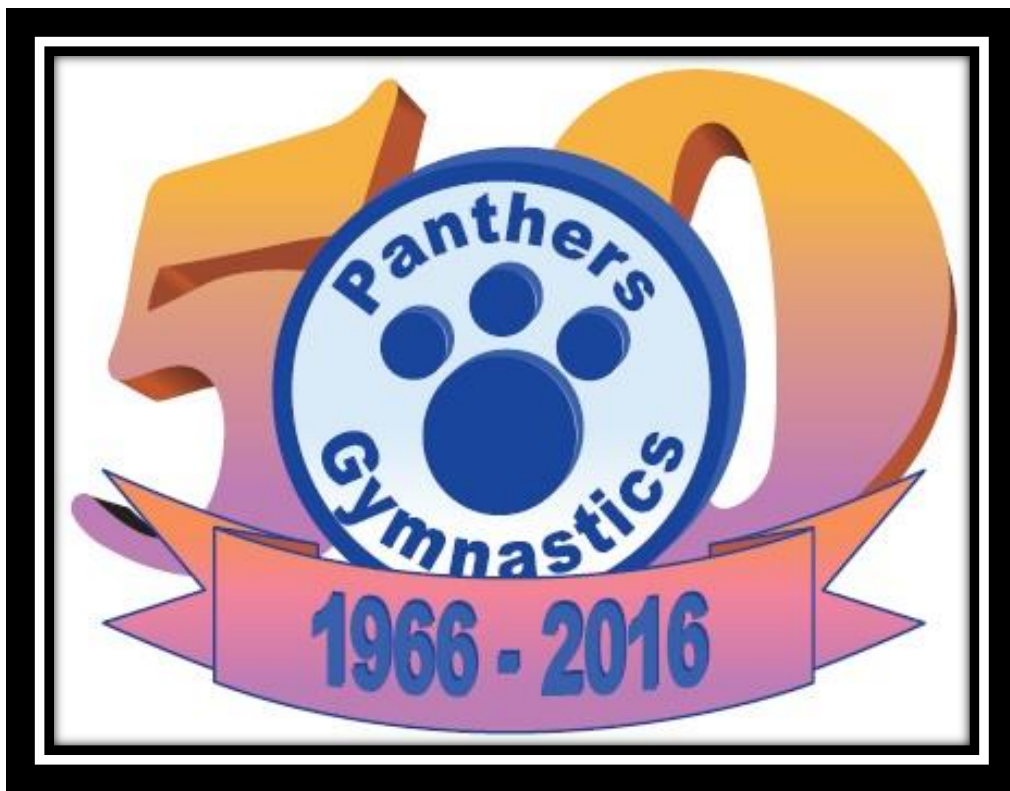


# Panthers Gymnastics Handbook



[www.panthersgymnastics.ca](http://www.panthersgymnastics.ca)

## **Table of Contents**

- **Greetings from the Board of Directors**
- **Mission Statement**
- **History**
- **General Information**
  - registration
  - discounts
  - payments
  - cancellation policies
  - dress code
  - cancellation of classes
  - holidays
  - year-end display
  - communication with families
- **Rules and regulations**
  - gymnast code of conduct
  - parent code of conduct
- **Parental & Family Commitments**
  - fundraising
  - volunteer
  - bingo
  - tag day
- **Panthers Development Fund**
- **Sponsorship Opportunities**

## **Greetings from the Board of Directors**

**We welcome you to one of the largest and longest running gymnastic facilities in Manitoba and Canada. Celebrating over 50 years in the community, Panthers is a non-profit club run by a volunteer parent Board of Directors. All funds collected through fees, fundraising and grants goes directly to the administration of the programs and equipment and facility improvements for the gymnasts.**

**Panthers has a long tradition of striving for excellence in program delivery, individual achievement, coaching development and sport promotion. Our parent body works diligently to improve our Club and offer a safe and supportive environment for our children. We tend to consider ourselves as a gymnastics family, and we are pleased to have you as a member. We look forward to getting to know you.**

**Have a great year!**

***From your Board of Directors***

## **Mission Statement**

**Panthers Gymnastics is a non-profit organization whose mandate is to provide gymnastics and trampoline instruction to children of all ages. We strive to support child development and active healthy living through involvement in sport and foster self-confidence, pride and perseverance in everything they do.**

**The club is committed to the belief that gymnasts can best be supported through a full spectrum of introductory and development programs. We offer a variety of programs from tiny tots and pre-school all the way to recreational and competitive programs at the regional, provincial and national levels.**

**We believe that children involved in sports including gymnastics, are more likely to avoid trouble, score higher on achievement tests, stay in school, have greater self-esteem and live a healthier lifestyle. At Panthers our children not only learn motor development skills, but also interpersonal relationship skills, discipline, determination, commitment, teamwork, humility and leadership skills that will last them a life time.**

## **History**

**Panthers Gymnastics Club was formed in 1966 as a parent-run organization operating out of gymnasiums and community clubs in the St. Boniface community. In 1990 we moved to our current permanent facility and have undergone two expansions over the years to be able to continue to grow and offer state of the art equipment to our members. We continue to provide high quality gymnastics programs to children from all over Winnipeg and the surrounding rural regions.**

**Panthers Gymnastics Club has been proud of the coaching skills provided by the husband and wife team of head coaches, Robert Persechino and H  l  ne Desmarais. Robert and H  l  ne both hold the NCCP Level 4 coaching designation, which is the highest coaching certification achievable in gymnastics.**

**Over the years Panthers has had members on the Canadian Olympic Team, World Team, Commonwealth Team and representing Canada at a variety of International Events. We have regularly produced high performance athletes and had multiple members on Team Manitoba going to Westerns and Nationals yearly. Many alumni went on to receive full scholarships to NCAA Universities in the USA and have gone on to compete at high levels in other sports after retiring from gymnastics.**

# **General Information**

## **Registration**

- Registrations are processed online with real time availability. Required paperwork must be complete and received to ensure your place in a class.
- Registration becomes effective with receipt by Panthers of the required deposit paid and pre-authorized debits or credit card authorization forms are received in the office.
- With the exception of summer camp and special programs, fees are based on registration for a ten-month gymnastics program, commencing in September to June.
- Restricted wait-lists are offered should a particular day or time be filled. You may sign on for an alternate day and wait for an opening on the preferred class.
- Pre-competitive and Competitive classes are by invitation only and a link for registration will be emailed out to you to register for the following season.

### **\*\*MGA Membership and Insurance**

The Manitoba Gymnastics Association represents all gymnasts in Manitoba. They also provide an umbrella insurance program which is mandatory if you wish to participate in gymnastics in the province.

The MGA registration fee is included in your deposit and paid at time of registration. Panthers administration is responsible for submitting names of all gymnasts and applicable payment to the MGA.

## **General Information**

### **Discounts**

**Panthers Gymnastics offer the following discounts on our regular programs:**

- **Family discount – 10% off for each additional child enrolled in our regular programs. Discount is based on the lowest level registration and will be deducted from the final payment if doing the installment plan.**
- **Multiple class discount – 10% off for each additional class enrolled in our regular programs. Discount is based on the lowest level registration and will be deducted from the final payment if doing the installment plan.**

### **Payments**

**Panthers Gymnastics accepts debit, Visa and Mastercard as forms of payment for regular class fees. In order to process the monthly fees we require a void cheque or credit card authorization form hard copy to be submitted in the office.**

**Deposits will be processed at time of registration and monthly payments will commence in August through October depending on the program registered in. Details will be available online during the registration process.**

**Any returned payments are subject to a \$25.00 processing fee.**

## **General Information**

### **Cancellation Policies**

**Deposits for registrations are 100% non-refundable.**

**Withdrawals from regular classes require 30 day notification that must be received by the 1<sup>st</sup> of the month. As the program registered in is based on a yearlong session and filling spots part way through the year is not likely the following applies:**

**Pre-school classes                      No refunds after December 31<sup>st</sup>**

**Recreational classes                      No refunds after December 31<sup>st</sup>**

**Pre-competitive &**

**Competitive classes                      No refunds after February 1<sup>st</sup>**

**Notices received prior to the above dates will have the payment for the month advised processed and then any additional payments terminated.**



# **General Information**

## **Dress Code**

**Panthers dress code for gymnasts in place is for safety reasons and we suggest the following guidelines:**

**All children should have bare feet, their hair tied back and jewelry taken off. No out door shoes or jeans will not be permitted in the gym.**

**Girls: Bodysuit or snug fitting t-shirt & shorts, (preferably with some stretch in the fabric).**

**Boys: T-shirt and shorts.**

**Children registered in pre-competitive and competitive classes will be required to purchase the competitive track suit and body suit as per the level registered. Sizing takes place in late September and budget is approx. \$ 160.00 to \$ 400.00 dependent on level registered in.**

## **Cancellation of Classes**

**On occasion we may have to cancel classes outside of the standard holidays to accommodate competitions, clinics or other special events. These have been allowed for in your fee structure ensuring that you do get the minimum 30 classes per season and no make-up dates will be provided. Notices for these situations will be posted on our website and communicated via email in our newsletters. It is important to make sure that you register a valid email address and ensure that your server is set to receive notifications from [panthers@panthersgymnastics.ca](mailto:panthers@panthersgymnastics.ca).**

## General Information

### Holidays

Panthers will be closed on the following dates for the 2017/18 season:

- Thanksgiving Monday, October 09, 2017
- Halloween Tuesday, October 31, 2017 \* past 3pm
- Remembrance Day Saturday, November 11, 2016
- Christmas Break Sunday, December 24 to Monday, January 1, 2018
- \*Snowflake Comp\* Friday, January 19 to Sunday, January 21, 2018
- Louis Riel Day Monday, February 19, 2018
- Spring Break Monday, March 26 to Sunday, April 1, 2018
- Good Friday Friday, March 30, 2018
- Easter Sunday Sunday, April 1, 2018
- May Long Weekend Saturday, May 19 to Monday, May 21, 2018

### Year End Display

Pantherama, Panthers end of year display will take place on Thursday, June 14<sup>th</sup>, 2018 at Pantages Playhouse Theatre. This performance will feature recreational classes and our pre-competitive and competitive gymnasts. Pre-school, boys and trampoline classes will perform an in house year-end display at Panthers Gymnastics with a date to be advised.

### Communication with families

Email and postings on our website are the main means of informing families of important dates and news in our community. It is crucial that the email on file is up to date and set to receive correspondence from [panthers@panthersgymnastics.ca](mailto:panthers@panthersgymnastics.ca).

# Rules and Regulations

## Gymnast Code of Conduct

### **Respect:**

An athlete shall show respect:

- ❖ for herself
- ❖ for others
- ❖ for all rules of the Club
- ❖ for the property of the Club
- ❖ for the rules and regulations of all other Clubs.

### **Punctuality:**

An athlete shall:

- ❖ be punctual for all training times and competitions
- ❖ contact coach to notify and explain lateness or absences prior to class beginning

### **Communication:**

An athlete shall:

- ❖ communicate to coach any concerns they feel are important to gymnastics
- ❖ keep communication channels open at all times

### **Trainability:**

An athlete shall:

- ❖ accept and follow training plans made by the coaches
- ❖ train to the maximum of her abilities to fulfill her personal goals at all times
- ❖ display a positive attitude and motivation at all times

### **Dress Code:**

An athlete shall:

- ❖ have her/his hair tied back while training
- ❖ not wear any jewelry in the gym
- ❖ wear club bodysuit and tracksuit at all competitions or club events

### **Outcome & Procedures:**

Any athlete who breaches the code of conduct will be:

- ❖ immediately suspended if an offence jeopardizes the safety of another athlete or coach
- ❖ given a timeout for a first minor offence
- ❖ given a verbal warning for a second minor offence
- ❖ given a written warning for a third minor offence
- ❖ suspended if a fourth minor offence occurs

# Rules and Regulations

## Parents Code of Conduct

### **Respect:**

Parents shall show respect:

- ❖ for their child
- ❖ for others
- ❖ for the Club by acting as Ambassadors for the Club
- ❖ for all rules and regulations of the Club
- ❖ for the property of the Club
- ❖ for the rules and regulations of all other Clubs.

### **Punctuality:**

Parents shall:

- ❖ ensure that their child is punctual for all training times and competitions
- ❖ contact coach to notify and explain lateness or absences prior to class beginning

### **Communication:**

Parents shall:

- ❖ communicate to their child's coach any concerns they feel are important to gymnastics and their child's training
- ❖ keep communication channels open at all times

### **Support:**

Parents shall support their child by:

- ❖ only using positive statements of encouragement to their child
- ❖ providing additional resources such as medical, psychological, technical, etc.
- ❖ fulfilling their volunteer, fundraising and bingo assessments

### **Viewing room & Lobby:**

- ❖ the upstairs viewing area is the only designated viewing area
- ❖ help keep the viewing area and lobby clean and tidy
- ❖ use calm and respectful behavior
- ❖ use only positive statements
- ❖ supervise your own children who are waiting for their sibling to finish gym
- ❖ do not leave siblings unsupervised playing in the lobby or on the stairs
- ❖ provide quiet toys for waiting siblings
- ❖ Offices and office equipment are not for general parental use
- ❖ Respect the furniture in lobby and viewing area and do not allow children to stand or jump on it

# **Parental and Family Commitments**

## **Fundraising**

In order to meet the ever increasing costs of providing appropriate coaching and in an effort to manage fees at a reasonable level, Panthers needs to rely on fundraising as a supplemental source of revenue. Over the course of the year, Panthers offers many opportunities for parents to contribute their fundraising skills and efforts for the betterment of the Club.

All gymnasts are asked to participate in the fundraising activities throughout the year, and gymnasts training 2.5 hours a week or more are required to meet the minimum fundraising assessment. As outlined in the registration contract the levels set are disclosed and the extent that these assessments are not met, the shortfall will be billed by the end of June.

## **Volunteer**

As we are a parent owned and run organization, we rely heavily on volunteers to successfully complete each season. Volunteering can be offered in many ways, such as helping at in-house competitions, coordinating a scheduled fundraiser, cleaning, maintenance, and other miscellaneous tasks required.

Volunteer commitment is mandatory for gymnasts who train 2.5 hours or more a week and are outlined in the registration contract. Each time you complete any volunteer hours to be used toward your assessment commitment, you must fill out a volunteer assessment form, have it signed and placed in the appropriate mailbox. Without this form you will not be credited for any hours you have completed.

Notifications are sent out via email and sign-up sheets are posted on our website. We do require 72hours notice should you be unable to fulfill any task that you have signed up for or you will be charged for the time at the standard rate of assessment of \$30.00 per hour.

At the end of the gymnastic season, if your volunteer commitment has not been completed, the remaining hours are calculated and charged to your account in mid-July.

# Parental and Family Commitments

## Bingo

Sport Manitoba provides sports organization funding through Bingos. Panthers is given the opportunity to raise funds by working at Bingo events held in the Winnipeg casinos. The Manitoba Gymnastics Association currently assigns The Panthers Gymnastics Club bingo spots quarterly throughout the season.

Bingos are required by competitive gymnasts as outlined in the registration contract and sign-up sheets are posted on the website when they become available.

Manitoba Lotteries is currently re-evaluating the bingo program and this may be replaced by a comparable task when the BOD is advised by the MGA of the outcome.

## *Bingo Rules*

- ❖ Bingo volunteers may be a family member or a friend. Volunteers must be 18 years of age or older.
- ❖ You will be contacted prior to the bingo date as a reminder that you have volunteered. If you cannot be contacted personally, it will be your responsibility to show up for your bingo or you must find your own replacement. The Bingo coordinator will try to assist you, but it is ultimately your responsibility to send someone in your place. The replacement volunteer need not be a Panther member.
- ❖ Please check location of bingo site as they do rotate from the McPhillips Street Station to Club Regent.
- ❖ You must arrive 15 minutes prior to the scheduled bingo time. We will be assessed a late fee by the Manitoba Lotteries if we arrive after the scheduled time. This fee will be your responsibility.
- ❖ When you arrive at the bingo hall, please sign the Manitoba Gymnastics Association's sign-up sheet. One of the volunteers will have the sheet. If it is not brought forward, ask to see it. The Manitoba Gymnastics Association requires each club member to sign-in so they are aware of what gym clubs are working the bingos. If you do not sign-in, they will assume we did not participate and we will be fined.
- ❖ If you have volunteered for a bingo and do not show up and have not sent a substitute, you will be responsible the \$300.00 fine that Manitoba Gymnastics Association will charge us. If the Club has three no shows during a six-month period, the club will lose it bingo allotments for an entire year and therefore a source of revenue.
- ❖ Please DO NOT PHONE THE GYM regarding your bingo commitment. Please contact the Bingo coordinator.

## **Parental and Family Commitments**

### **Tag Day**

Each sport in Manitoba has the opportunity to go out into the community and solicit donations. This is a very common and accepted practice in Manitoba which is referred to as Tag Day.

Tag Day for Panthers is on the Saturday of the Thanksgiving weekend and is required by all pre-competitive and competitive athletes. Tag Day provides an excellent opportunity for Panthers to earn funding, raise awareness for the Club and is a great team bonding activity.

Gymnasts along with one parent volunteer driver sign up for shifts at a variety of grocery stores or retail locations throughout the city. Members meet at the gym to pick up their Tag Day boxes and then return after their shift to drop off funds raised and enjoy a pizza and juice snack.

If you wish to escort or drive your child to the location, you must inform the parent volunteer assigned to your group. Only the parent volunteer for the group will be credited with hours for participation.

For those who choose or cannot participate in Tag Day there is a \$100 buy out fee that will be charged on October 31<sup>st</sup>.

## **Panthers Development Fund**

Established by Club Manager/Head Coach Robert Persechino, Panthers created a development fund to assist gymnasts who make Team Manitoba. The fund sets aside a portion of costs for the gymnast to use to offset some of the expenses of traveling and competing while on Team Manitoba. The value of the allotment is based on the level of the gymnast and the meets attended while representing Team Manitoba as a Panthers gymnast.

The decision of how and when the disbursement of funds is the sole discretion of the head coaches. Funds will also only be allotted should the club be in a sound financial position to do so.

## **Sponsorship Opportunities**

Panthers as an extensive Sponsorship Program which offers your Company valuable advertisement opportunities, as well the satisfaction of supporting worthy community programs.

We have packages to suit large Corporate Partners who wish to be involved at a variety of levels, as well as smaller advertisement packages.

With your investment we would continue to provide the high quality of programs to which the Panthers membership is accustomed. As well we continue to enhance athletic development.

For more information about our Sponsorship Program, please contact our office at 233-0187.



