



CLUB POLICIES

**GYMNASTICS FOR ALL
CLASSES FROM 1YR TO ADULT
TRAMPOLINING, FITNESS CLASSES,
BIRTHDAY PARTIES, ROOMS AVAILABLE FOR HIRE**

LUNAR GYMNASTICS CLUB - CLUB POLICIES

Welcome to Lunar Gymnastics Club. Previously Lanark Gym Club was founded in 2003 with around 10 school aged gymnasts and today we have gymnasts from aged 18 months upwards.

The club has a variety of disciplines & adding to this all the. We recently moved to our own facility: Unit 1, Gateside Industrial Estate, Lesmahagow.

We have had a lot of success over the years, our display team has represented Great Britain at the World Gymnaestrada in Austria in 2007, and our juniors have won best overall Junior Team on several occasions. We have had Acrobatic Gymnasts in the Development Scotland squad & some of our Tumbling gymnasts in the Scotland team & we are very proud to have British & Scottish Champions for tumbling in the club. Last season's competition Tumble squad have been the most successful yet with a massive amount of medals being won at various competitions through the UK.

Our recreational & preschool class structure has been updated, improved & expanded this year, all class structures are aimed more towards what they will work on once they have moved up into the competition classes.

We have a very dedicated coaching team, all of the clubs coaches are qualified British Gymnastics coaches, PVG checked & constantly going through CPD.

All our classes are run by at the very least a level 2 UKCC Gymnastics coach which is required by British Gymnastics, our level 1 coaches are assistants and will not run a class by themselves. All our coaches are constantly pushing themselves & are going through more & more qualifications all the time.

Lunar Gymnastics Club is a Charity; we are not run by the council. We have rent, bill's, coach's wages and & many other expenses to pay so we really appreciate it if all Training fees are paid on time. Our Charity number is SC047478

As with every gymnastics club we have an annual Club membership fee. The membership fee helps with insurance, maintenance etc. Please see current price list for this year's Membership fee.

Lunar Gymnastics Club is registered through British Gymnastics & the club is insured through British Gymnastics. All Gymnasts training at the club must be affiliated through British gymnastics, please see current price list for this year's insurance costs.

All other information regarding Lunar Gymnastics Club, Fees, membership etc can be found in the clubs Finance policy.

Please ensure you receive one of these at your first session & that you read over the code of Conducts, Finance policy, Child protection policy. Once you have registered your child you are agreeing to have read & understood the Code of conduct & other club Policies & abide by the rules & regulations of the Club.

FACEBOOK

Search for Lunar Gymnastics Club & join our closed group & like/follow our open group.

FACEBOOK (BONUS BALL RAFFLE)

Fundraising – Lunar Bonus Ball please join the group.

TWITTER

Follow us on twitter - @lunargymclub

INSTAGRAM Lunar_gymnastics_club

EASY FUNDRAISING

Support our cause, search for us at: easyfundraising.com

Many thanks

Lunar Gymnastics Club Management

Email: lunargymclubboard@gmail.com

CODE OF CONDUCT FOR ALL GYMNASTS

We are fully committed to safeguarding & promoting the well-being of all our members. Lunar Gymnastics Club believes it is important members, coaches, administrators & parents associated with the club should, at all times, show respect & understanding for the safety & welfare of others. Therefore, members are encouraged to be open at all times & share any concerns or complaints that they may have about any aspect of the club with our club welfare officer.

As a member of Lunar Gymnastics Club you are expected to abide by the following Club Rules.

- All gymnasts will be affiliated member of British Gymnastics & Lunar Gymnastics Club.
- Will treat all other gymnasts, coaches, judges with the utmost respect at all times & participate within the rules
- Gymnasts must wear suitable attire for training - **leotard & shorts**. Gymnasts must also remove all body jewellery, long hair tied back securely (buns), cover any verruca's with plasters or wear gym shoes, socks are not permitted during training. **Gymnasts who turn up without the correct attire to train in will not be permitted to take part in the session.**
- Mobile Phones will not be used during Gymnastics sessions. **Mobile Phones are NOT ALLOWED IN THE GYM.** In event of emergency contact the gym directly - the phone number is on the notice board in the gym
- Gymnasts must demonstrate good time keeping & keep to the agreed time for training, competitions & displays & remain for the entire session. Gymnasts/Parent must inform a coach if they are going to be late & notify coaches in plenty of time if gymnast is going to miss training.
- No food is allowed in the gym, gymnasts will be given a break if training 3 hours or more. Only water is allowed in the hall - Fizzy drinks not recommended.
- All gymnasts must ask for permission before leaving the gym/building for whatever reason. No under 12's are allowed to leave the building without a responsible adult.

- All bags/clothing/shoes will be left in the Gymnasts cloak room. Gymnasts belonging are left at your own risk, coaches, the club or the facility cannot be held responsible for your belongings. Valuables can be kept in the valuables box in the coaches office – all mobile phones must be switched off
- All gymnasts representing Lunar Gymnastics Club in any competition/display will be expected to behave in an appropriate manner at all times and wear the club clothing at ALL times, including traveling with the team – this includes the correct colour of t- shirt.
- All gymnasts are given work to do during training sessions, gymnasts misbehaving or carrying on and causing a danger to other gymnasts or themselves will be sent home after contact with a parent. We work with traffic light system for behavior.
- The door will be kept locked at all times during training. This is the responsibility of all gymnasts.
- Gymnasts should treat all equipment and training venue with respect. No clothing to be left lying about in the hall & all rubbish to be placed in the bin before leaving the gym at the end of training.
- Good manners & behaviour are expected at all times when training & representing the club
- At all sessions gymnasts must try their best within their capabilities
- Gymnasts must tell a coach in charge of any injuries or illness, before the warm up begins or as soon as it becomes apparent during training.
- Gymnasts should not question a coach's decision during training however any clarification required can be obtained at the start or end of session from a coach
- Bullying, spitting, swearing WILL NOT be tolerated, this is an immediate dismissal from the club
- Competitive gymnasts are expected to come to all their training sessions; this includes any extra session which may be put on. If it becomes a regular pattern of not turning up to training your partnership will be split up.
- Display gymnasts are expected to participate in all displays the club attends throughout the year & attend all training sessions or you will be withdrawn from the team. if you can't commit to all the festivals you cannot be in the team
- Gymnasts should remain with coaches at the end of the session until collected by their parent or guardian
- Gymnasts should always encourage & support fellow gymnasts to ensure that everyone's experience at Lunar Gymnastics Club is a positive one.
- All gymnasts will abide by the club Rules & Regulations set out by British Gymnastics & Lunar Gymnastics Club.

****Where a child is not of age or responsibility to uphold any of the above the responsibility lies with the parent****

CODE OF CONDUCT FOR PARENTS

As a parent of a member of Lunar Gymnastics Club you are expected to abide by the following club Rules.

- Encourage your child to learn the rules & participate within them
- Set a good example by recognising good sportsmanship & applauding the performances of all gymnasts & never punish or belittle a child for poor performance.
- Parents are not permitted in the hall during training sessions & must remain out with the hall for the duration of the training session.
- Parents are not permitted to go into the changing areas, if your child needs assistance you will need to help them get changed in the hallway.
- All visitors and parents coming into gym hall must sign in.
- Share any concern or complaints about any aspect of the club through approved channels – info is on the club noticeboard.
- Always ensure your child is dressed appropriately for gymnastics & has plenty to drink.
- Keep the club informed if your child is ill or unable to attend training.
- Ensure your child is dropped off & picked up promptly from sessions.
- Endeavour to establish good communications with the club, coaches & officials for the benefit of all.
- Treat all participants equally, with respect & dignity. Intimidation of other members or their families is not tolerated.
- Never use threatening or abusive behaviour towards coaches, officials, gymnasts or other parents.
- Publically accept official's judgements.
- Help your child recognise good performance & not just results.

- Use correct & proper language at all times.
- Conduct yourself at all times when supporting your child in training or when attending events home and away, in a manner that neither brings the sport or Lunar Gymnastics Club into disrepute nor causes a participant, coach or official embarrassment or humiliation.
- Discourage challenging/arguing with coaches, officials other parents
- Never behave in a way to undermine your child's coach
- When your child is at training or events your child is in the care of the club & should not be taken away without the knowledge of the person in charge.
- Note the club opening times & use common sense when it comes to contacting coaches. Text, email or Facebook is the best way to contact coaches
- Parents should not give out any coaches phone numbers, club email address can be given to potential new members
lunargymclub@gmail.com
- Parents are expected to pay all training fees within the 1st week of each month by standing order or the first week of a new block. Parents will register with the club online when you join, all fees will be collected this way.
- Parents are expected to pay Club & British membership in full by the date stated (Annual Membership) & are expected to pay entry monies, accommodation monies etc. for their child events by the date stated. ALL entries will be put into your online club account & all payments are to be paid via this. Gymnasts will not be entered if payments aren't in on time.
- All monies are to be paid using your club account, this is for both our records & for your own records. We will not accept any cash at the gym.
- Parents should not try to speak to coaches at the start of a training session. The start of a session is the most important part it's when coaches get the gymnasts motivated. If parents wish to speak to a coach for any reason an appointment should be made. Coaches can make themselves available in the last 15mins of training as long as they are not the only coach in the gym.
- Don't question decisions made by coaches, there are rules and regulations we have to follow for competitions & displays, any changes to partnerships, routines, grade etc. has been done for a reason and to benefit your child.
- Take any concerns to Head Coach/Club Welfare officer/Management Board at an appropriate time.
- Support your child's involvement & help them to enjoy their sport!

CODE OF CONDUCT FOR COMPETITIVE/DISPLAY GYMNASTS

Gymnasts in Development & Competition Squads & Display Teams will be representing Lunar Gymnastics Club in competitions & displays, gymnasts are also expected to abide by the following additional code.

- Attend regular & additional training sessions at all times especially in the run up to competitions & displays.
- **ALL gymnast's competition or displaying in an event must attend all sessions 4 weeks leading up to the event, this is compulsory, all gymnasts have a note for dates coming up. You are in a team, failure to attend a session will result in you being removed from balances or the entire event!**
- Be friendly, polite & courteous to all other competitors, coaches, officials & parents at events you attend, regardless of the outcome of the competition/display.
- Support your fellow Lunar Gymnasts competing or displaying at events by watching their performances & cheering them on. (In some cases a coach may instruct a gymnast not to watch a performance as the gymnast may be required to be in warm up etc.)
- **All gymnasts** must remain at the venue until the end of competition or display. (unless instructed by a coach) - Parents do not put a coach in the position that they have to tell you no. If your child is competing they need to be at the competition for the entire duration on the competition.

- At all competitions and displays, squads, trials and any other event where you are representing Lunar Gymnastics Club you behave in a manner which reflects positively on the club. **Appropriate club attire must be worn at all the events. Club Leotard, Club Tracksuit etc.**
- All competing gymnasts must wear nude coloured underwear or no underwear when competing. All gymnasts competing in Acro must have matching leotards with their partners for competitions, this must be approved by choreographer, coaches & ordered at least 4 months before a competition - grade 5 upwards or FIG need 2 competition leotards. All tumble Gymnasts must have the long sleeved Purple Tumble Leo for Competitions as of 1st Jan 2018
- At competitions/displays gymnasts must ensure they know their number, warm up time etc. Gymnasts must stay in the warm up hall or with the rest of the team. Coaches will not come to find you if you're not where you're supposed to be. Hair/makeup to be done prior to arrival at venues where possible, this is so you don't miss your warm up slot.
- Gymnasts have to stay with the team at all events they attend – gymnasts should not go and sit with their parents in the audience – there is designated seating for gymnasts at most events.
- Gymnasts must never cheer or celebrate in the failure of, or mistakes made by any other gymnast from Lunar Gym Club or another team. You are expected to show good sportsmanship at all times.
- Gymnasts will never criticise the performance of any other gymnast, or official.
- Gymnasts will never leave the gym at any competition, squad session or trial without the permission of a coach or official.

COMPETITION ETIQUETTE FOR GYMNASTS

PLEASE NOTE THE FOLLOWING

- All gymnasts stay for the full duration of competitions unless the coaches say otherwise. You may only be required for half the day. Gymnasts when required must travel with the team to events
- Gymnasts are to remain with the team during the competition unless a coach dismisses them
- **All gymnasts to wear full club kit, any gymnasts not wearing proper kit at an event will be fined £5 - this includes the wrong colour of t-shirt. You are representing Lunar Gymnastics Club & its in the club policy for gymnasts to wear full competition tracksuit, club t-shirt - black for first day, purple for 2nd day. All gymnasts are recommended to buy a club rucksack**
- Leotards - ACRO Partnership leotard which parents will buy in advance, this leotard needs to match their partnership and coaches will advise on which design is best. Tumble long sleeve leotard is compulsory. We have a recreational, training leotard available for all club members.
- All gymnasts to cheer on their team mates & show them support & never criticise the performance of any other gymnast, coach or official
- **Gymnasts are expected to treat all their coaches with respect during training & at competition, any bad or negative behaviour or cheek will not be tolerated, parents will be notified immediately & may result in being removed from their class.**

COMPETITION ETIQUETTE FOR PARENTS AT COMPETITIONS & EVENTS

- Parents are not allowed on the competition floor or in the changing areas
- Do not question decisions made by the coaches & never approach the judging panel - the club will be disciplined & fined for this.
- Only PVG checked parents through LGC will be permitted to be a chaperone.
- It's parents responsibility to ensure your child has the correct kit & is at every session on the 4 weeks running up to an event.
- Never belittle or punish your child for poor performance, please set a good example of good sportsmanship & applaud every performance.
- If you breach the code of conduct, you will be asked not to return to the club - this also includes your child

All codes are put in place for the safety of all gymnasts, coaches, officials & parents so please ensure you stick to them.

CHILD PROTECTION POLICY

Lunar Gymnastics Club is committed to ensuring that those working with children and vulnerable adults adopt the best practice to ensure the health & safety & welfare of all the participants and staff. Lunar Gymnastics Club will endeavor to promote the highest standards of care for all members, staff and officials by

- Adopting the Scottish/British Gymnastics Health, safety & welfare Guidelines
- Adopting the Scottish/British Gymnastics guidelines for the protection of children and vulnerable adults
- The appointment of a welfare officer (Child protection Officer) to whom grievances or complaints can be made confidentially
- Ensuring the staff are suitably trained in Child Protection and Health & Safety and Welfare issues
- Ensuring the coaches and staff have been screened, hold a PVG certificate, have an up to date Safeguarding & Child Protection Qualification and are suitable to work with children
- Ensuring the best coaching practices and that guidelines are followed at all times
- Ensuring that grievances or complaints are dealt with promptly and in accordance with the grievance procedure
- Ensuring that a responsible adult is present at all training session and events
- Ensuring that participants and parents are aware of the purpose of videoing, filming or photography during training or events
- Maintaining zero tolerance of poor practice, bullying or any potential form of abuse.

Further information can be found in the Scottish Gymnastics Child Protection Policy which can be viewed at the link below <http://www.scottishgymnastics.org/clubs/safeguarding-coaches-policies-procedures>

FINANCE POLICY

DEFINITIONS

- Parent refers to parents, carers or guardians,
- Club refers to Lunar Gymnastics Club.
- Board refers to club Trustees & members of the Club Management board; Committee refers to elected members of the fund raising committee.
- Training fees refers to session fees.
- Club Membership Fee refers to annual Club Membership (registration fee)
- British Gymnastics Membership refers to Membership & insurance with the Gymnastics Governing Body.

SECTIONS

- Section 1 covers Training Fees, Club Membership & British Gymnastics Membership
- Section 2 covers trip money, costume money & entry fee for events & competitions
- Section 3 covers Fundraising
- Section 4 covers what parents can expect & what the club can expect
- Section 5 other

SECTION 1

FEES

Fees are needed not only to pay our coaches & rent, electricity, heating, maintenance but also to develop & sustain the club so when a gymnast starts with the club, the basis on which fees are paid will be made clear to you as the parent of the child on request, if not mentioned in your introduction with the coach, these are as follows;

- The amount you will be expected to pay per block or monthly
- The amount of Club Membership (registration fees)
- The amount of British Gymnastics membership fees
- How often fees will be collected
- What happens in the case of your child's absence from the club due to holidays or sickness.

PAYMENT OF TRAINING FEES

All monthly fees should be paid one month in advance within the first week of the month. Method of payment is by direct Debit; When you join the club you will register online & fees will be taken on a monthly basis or per Block, **which will apply to Pre School & General Gymnastics classes**

Hall hire & coaching staff require to be paid each month regardless if the gymnast attends class or not. If a gymnast has a place in a class, fees are to be paid in full.

Under no circumstances should parents take it upon themselves to adjust their fees due to class being off, illness etc. Monthly fees are NOT charged at an hourly rate.

CLASS CANCELLATION

Fees are due in advance & no refunds will be given for any classes not attended. Classes will only be cancelled due to health & safety reasons.

DURATION

There is a list of dates classes are off, posted on the notice board in the gym – monthly paying gymnast have a hugely reduced rate in their fees & should still pay monthly as normal, holidays were taken into account when putting the fee bands together.

ACROBATIC, DISPLAY & TUMBLE CLASSES

Will run regularly throughout the year, closing for a minimal amount of time over holidays. Some weekends are also off due to prior commitments from all the coaches – These dates are posted on the notice board in the gym.

EXTRA TRAINING

This tends to be for display, Tumble & Acro gymnasts running up to an event & is normally at a club where we hire their facility, these are compulsory sessions.

HOLIDAY CAMPS

The club will run holiday camps over 3 or 4 consecutive days. Timing of these classes will vary during holidays & depend on coaches holiday commitments. Long breaks from training can result in loss of fitness & skills & therefore attendance at the camp is important for ALL gymnasts to ensure they continue to progress & reach their full potential. It is for this reason that there is an expectation that gymnasts will make every effort to take part in the holiday camp.

FINANCE POLICY

SECTION 1 (CONTINUED)

ONLINE MANAGEMENT SYSTEM

The club now operate an online registration & payment system. All fees will be paid this way. EVERY SINGLE GYMNAST, COACH, JUDGE, CHAPERONE, COMMITTEE MEMBER, MANAGEMENT MEMBER, TRUSTEE & VOLUNTEER MUST BE REGISTERED WITH THIS SYSTEM. All our registers are now online as well.

Via the online system you can order your kit, pay entries etc. please note there is a 3% transaction charge which has been added onto all payments. If you wish to pay cash or cheque this must be amended online & payments must be made to the admin office in the new facility.

A late payment fee of £10 will be added to training fees if fees are not paid by the 15th of each month.

PLEASE NOTE FEES ARE DUE ON THE 2nd of EACH MONTH.

REGISTRATION

ALL GYMNASTS MUST BE REGISTERED WITH THE CLUBS ONLINE SYSTEM - PLEASE SEE NOTICE BOARD FOR SIGN UP INFORMATION OR POP INTO THE OFFICE

CLUB MEMBERSHIP FEES (Registration) & BRITISH GYMNASTICS MEMBERSHIP

Members shall pay an annual club membership (registration) fee. For competitive, development, Tumble & Display Gymnasts

CURRENT COMPETITION/DISPLAY GYMNASTS ANNUAL CLUB MEMBERSHIP IS DUE BY 1st JUNE EACH YEAR & WILL BE RENEWED AUTOMATICALLY VIA ONLINE PAYMENT SYSTEM. GENERAL/PRE SCHOOL & ALL NEW MEMBERS JOINING FROM JANUARY 2018 ANNUAL CLUB MEMBERSHIP WILL BE DUE TO BE PAID 31ST JANUARY EACH YEAR & WILL RENEW AUTOMATICALLY 31ST JAN EVERY YEAR.

FOR ANY NEW MEMBERS JOINING THROUGHOUT THE YEAR, YOUR ANNUAL CLUB MEMBERSHIP WILL BE PAID WHEN YOU JOIN AND SET UP TO BE RENEWED ANNUALLY, MONIES COLLECTED EACH YEAR ON OR AROUND THE SAME DATE AS YOU SET UP YOUR ONLINE ACCOUNT.

MEMBERS SHALL PAY AN ANNUAL INSURANCE SUBSCRIPTION TO BRITISH GYMNASTICS DUE ON THE 1st OCTOBER each Year. PARENTS ARE RESPONSIBLE FOR REGISTERING AND PAYING THEIR CHILD'S BRITISH GYMNASTICS MEMBERSHIP, THE CLUB DO NOT DEAL WITH THIS BUT ALL GYMNASTS MUST BE REGISTERED OR THEY CANNOT BE IN THE GYM. PLEASE NOTE THAT CLUB MEMBERSHIP & BRITISH MEMBERSHIP IS NON REFUNDABLE FOR WHATEVER REASON.

NON PAYMENT OF FEES

Parents are expected to contact the club if they are having difficulty paying their fees. If there is a problem with non-payment of fees, for whatever reason, the situation should be discussed within 1-2 weeks, with Club Management board and parent concerned and try to reach a reasonable solution. The quicker the matter is addressed, the smaller the debt will be.

If the problem persists, more formal written contact will follow. A communication from Club Management Board to the parent detailing the amount owed & setting a time limit for payment will be sent. If this does not solve the problem the club will consider the next course of action. This may result in a legal letter & may be forced to remove that gymnast's membership of from the club.

If fees are not paid at the agreed time a £10 late fee payment will added to the fees owed. If fees are not paid by the end of that month, membership will be withdrawn & gymnast will not be allowed to train or attend events.

Any bank charges regarding returned cheques etc. will be recovered from the parent.

RECOVERY OF DEBT

If fees are not paid after discussion with Club Management Board the alternative for recovery could include the debt being passed to a debt collection agency or small claims court. The cost of these processes will be added to the outstanding debt. The Club Management Board will decide the best way forward with each individual debt.

FINANCE POLICY

SECTION 2

TRIP MONEY; COSTUME MONEY & ENTRY TO EVENTS & COMPETITIONS

The club offers a wide range of activities covering a variety of age ranges & abilities. The activities include Pre School Gymnastics, Recreational Gymnastics, Trampoline, Tumbling, Display Teams, and Development & Competitive Acrobatics. All these classes with the exception of the Pre School Gymnastics have the opportunity to participate in our Club festival with the Display Team participating in Festivals throughout the UK & internationally & Tumbling & Acrobatics Competing nationally & internationally.

For these activities there is a requirement for uniformity & as such each grouping may have separate & individual Leotards/ Costumes, as determined by the Head Coach.

All Display Gymnasts & Competitive Gymnasts must purchase the Club Tracksuit & relevant t-shirts. The kit you need for your child will be added to your online account, you then will order the correct sizes & pay for it online.

Leotards are needed for all competitive Tumbling & Acro Gymnasts. THIS IS COMPULSORY KIT. We have a Recreational Training leotard which we recommend Gymnasts to wear while training.

It is noted that all Display Costumes remain the property of the Club & shouldn't be taken home.

Each year a list of planned trips will be given out & costing for these trips as early as possible, generally deposits secure places & payment of these deposit forms a contract for attendance. Deposits are non refundable. Deposits not received by requested due date will result in no provision being made for your gymnast on the trip & will result in them losing their spot on the team.

Whilst the club endeavors to reduce the cost to parents by taking children by bus & sleeping in cheaper accommodation such as no frills hotels, for these events it must be understood that the club requires to pay these costs upfront & once committed to an activity it is the parents responsibility to pay full costs whether their child still attends the club or not.

PAYMENTS

Payments for trips, costumes & admission to events should be paid by the date asked for; non-payment will result in the same procedure of non-payment of fees from Section 1.

PLEASE NOTE THAT ALL MONIES ARE PAYABLE TO LUNAR GYMNASTICS CLUB

COMPETITION ENTRY REQUIREMENTS

All gymnasts will need to take part in a controlled competition in the gym before being entered into a competition.

Tumblers must achieve a qualifying score of 74.00. If gymnasts do not achieve this score they will not be entered into the next competition. If a gymnast falls during their run or scores a zero score, coaches will deal with this on a case by case. If gymnasts are not completing their full runs or consistently falling or missing out a skill, they are not ready at that level to compete.

Acro gymnasts will be required to achieve a basic qualification score. This will vary depending on gymnasts level. Once gymnasts have taken part in their controlled competition they will get advice from judges to make their decision on qualification score. Same applies to Acro gymnasts, if skills are inconsistent, you are not ready for competition.

Parents & gymnasts are expected to respect the coaches & judges decisions. You may make an enquiry with the coaches and judges but challenging & aggressive behavior will not be tolerated & will result in immediate removal from the club.

SECTION 3

FUNDRAISING

The club are actively fundraising for new equipment & to keep us in our new Gym & also to reduce the cost of costumes & trips, events fundraising contributes a vital part in running of the club. There is a variety of fundraising activities ongoing throughout the year & these are advertised on the notice board & Facebook pages.

If your child is part of the Club Parents are expected to get involved with our fundraising events, share information on social media & help promote the club! Unfortunately, if we don't have a good amount of fundraising going on, the club will have no option but to increase training fees. The clubs main fundraising & grant applications are for the day to day running of the new gym, electricity, heating, insurance, equipment & upkeep if equipment.

Each discipline can arrange their own fundraising events i.e. bag packing etc. to help with the costs of costumes, leotards & trips away. Each section needs to appoint a fundraising liaison officer & arrange their own fundraising activities, ensuring they do not clash with any other club event or competition.

The fundraising benefits all the children in the club & helps supply better equipment & allows the upkeep of existing equipment. Your co-operation, attendance & time donated for these activities are appreciated & very much relied on for success.

FINANCE POLICY

SECTION 4

WHAT PARENTS CAN EXPECT

- To be given information on money due
- To be given notice of changes in fees, trips or costumes
- To be given information relating to costs of trips in advance
- To be treated with respect, consistency & confidentially

WHAT THE CLUB CAN EXPECT

- Parents to pay fees on time one month in advance
- Parents to pay other money due on time
- Parents to treat coaches, Trustees, Management Board, Fund Raising committee members & volunteers with respect.

CLUB KIT

All competition gymnasts must have the club kit, this is the tracksuit, black & purple t-shirts & Competition leotard for Acrobatics & Tumblers. GENERAL & TRAINING LEO is also available.

There are lots of optional kit which can be ordered throughout the year, there are forms & prices on Parents online account or these can be seen on parents notice board in the gym. If you wish to order anything, please

SECTION 5

CLUB MANAGERMENTS

RESPONSIBILITY is to ensure this policy is adhered to consistently & confidentially

The club will not issue a release letter allowing an existing member to join another club until fees arrears are paid this includes any trips gymnast has committed to; trip must still be paid in full. Members are to give 1 months written notice if the wish to cancel their membership with the club. This can be sent to lunargymclub@gmail.com.

Training fees for this period will be paid in full. You will not receive a refund for any reason for your annual club membership or your British insurance. If you do not notify the club you will continue to be charged fees, As a young diverse club & growing gymnastics club we recognise that not all clauses of this policy relates to all its members, specifically those children who attend pre-school & recreational classes, however in the interest of fairness & equality we would ask all members to accept this policy in its entirety.

fill out the form in your online account & pay for it, your order will then be processed from there. **SOME KIT MAY ALSO BE AVAILABLE IN CLUB SHOP!**

We also have a sale rail with lots of items from Gymtastic T-shirts over the years to 2nd hand leotards, tracksuits etc. The club is has a shop, there will be lots of items to buy, all gymnastics related, this is great for presents!

FUNDRAISING

The club is fundraising to help with cost of running the facility, maintaining equipment & buying new equipment, we are constantly doing something within the club. We have a notice board with all event that are coming up. All our fund raising events involve the whole club so please get involved!

If your child is part of the Club Parents are expected to get involved with our fundraising events, share information on social media & help promote the club! The club are always looking for fresh ideas & people to help out, we have a fantastic fundraising committee who meet once a month, please come along to one of our meeting if you would like to get involved! Each section will have an allocated fundraising officer. Each section can fundraise for their costumes, events, hotels, buses etc.

Our main fundraising throughout the year will be for the running of the facility. The main fundraising events are GYMTASTIC, OUR CLUB COMPETITIONS, ONE SPONSORED EVENT PER YEAR & ANY PARTIES WE HAVE & OUR AWARD NIGHT. WE POTENTIALLY WILL BE HOSTING A CHRISTMAS SHOW ASWELL ONCE SET UP IN NEW GYM. We cannot run as a charity without constant fundraising. We also apply for grants throughout the year. Any parents with experience in this area can you please get in touch. All help with keeping the club running is very much appreciated.

Easy Fundraising is as it says really easy! Please sign up & register your support to Lunar Gymnastics Club. Did you know that whenever you buy anything on-line - from your weekly shop to your annual holiday - you could be raising a free donation for Lunar Gymnastics Club? There are nearly 3,000 retailers on board ready to make a donation, including Amazon, John Lewis, Aviva, thetrainline and Sainsbury's – it doesn't cost you a penny extra!

It's really simple, all you have to do is:

1) JOIN

Head to <https://www.easyfundraising.org.uk/causes/lanarkgymnastics/> and sign up for free.

2) SHOP

Every time you shop online, go to easyfundraising first, pick the retailer you want and start shopping.

3) RAISE

After you've checked out, that retailer will make a donation to your good cause for no extra cost whatsoever!

There are no catches or hidden charges and Lunar Gymnastics Club will be really grateful for your donations.

Thank you for your support.



 Lunar Gymnastics Club

 @lunargymclub

 lunargymclub@gmail.com

 lunar_gymnastics_club

tel: 01555 890996