

# **AXMINSTER GYMNASTICS CLUB NEW NORMAL OPERATING PROCEDURES FOR MEMBERS/PARTICIPANTS**

## **PRE ARRIVAL / ARRIVAL**

1. You must travel to work individually or in household groups. Adhere to using a face mask if using public transport. Participants can park in the car park as normal.
2. Arrive dressed for work or training. Hair must be tied up and ready and all jewellery removed as coaches cannot help with any of these self-care needs once in the centre. Children are not required to wear masks but are welcome to if they wish in entry/waiting areas and when doing suitable calmer activities.
3. Bring the minimal personal items you require into the centre. Participants will have a personal bucket that will stay with them for the duration of the session to put their belongings in. The bucket will be colour coded to your class group colour. Each class group has 8-9 children in and the same children booked into that group for the whole term. There will be 3 x groups in the gym at one time. This as a total is much less than before. Children cannot change groups or attend more than one group at the club. Recreational and intermediate children will have the same coach every session. Squad children may have two coaches over the week of their sessions.
4. Recreational + Intermediate Children require their own water bottle only. Advanced Intermediate + Squad Children require the following:
  - Water bottle
  - Chalk bag, bag + spray bottle (see video for how this will work)
  - Gloves + loops as required by the group you are in.
  - Your own set of sliders, core conditioning discs.
5. You will be required to wait in the car or outside, socially distancing along by the gym club window. 5-10minutes before your class your coach will call you in and take your temperature. If your temperature is 'Green' 37.3 or under then you will be invited in. If it is 37.8 or above and/or shows 'Red' you will be asked to return home. If you miss this entry window you will not be able to join in as you will have missed the required entry procedure and gymnasts from another class may even be preparing to leave. If there is an unexpected reason please call us and if you are attending a longer session we may be able to organise a 'clear' time free from departing gymnasts to admit you to your session. For recreational gymnasts that is not possible. All the sessions are staggered so we have no overlap of arrival and departure and time between sessions and everyone entering must go through our arrival procedure and must participate in the warm up.
6. On your way in use the no touch sanitiser and then make your way up the stairs following the lines/crosses. Make your way to the first cross available by the blue board and the gymnast please wait here sign. From here please cross over in front of the door to find a chair with a bucket on. Please then remove your shoes, place these and other personal belongings in your bucket and be ready to enter the main gym.
7. On entry you will be asked to go to a place for your warm up which may be marked with a cross or a spot/hoop etc. Make your way to this area with the help of your coach and be ready to begin :)

8. Adults and viewing. We do take our safeguarding and safe coaching practices seriously, but unfortunately at this time we must operate a 'drop off' only policy for all classes school age 4-6yrs and upwards. We can only have 30 people in at once including staff and to allow one 'group' of 8 grown ups would remove an entire group from the gym and mean we could not operate at all. The numbers are already much lower than 'normal'. We will be operating with a max of 2 x groups of 8 gymnasts and 1 group of 9 in the main hall and then the staff brings us to 29/30 and just up to our allowance.

### **DURING THE SESSION**

9. The whole group session will take place in a single area of the gym (if recreational) or in 2-3 areas (if intermediate or squad) and include warm ups, small equipment work and a large circuit in that area. The area will change each week to keep things interesting. Social distancing of 2m will be adhered to at all times by staff and children, this is a requirement for us to operate and includes children of all ages.
10. Drinks + breaks - the children have their own water bottle and their bucket stays with them so there should be no need to move for drinks/breaks
11. Hand hygiene + cleaning - When using the area as a circuit there are hand sanitising stations as stations within the circuit. Equipment stations immediately after a sanitising station and no touch, i.e. just a jumping station, will not be cleaned between participants within the same group, however other stations will. We will be using a Toucan Eco111 system for our between user and between group cleaning as it is safe, effective and eco friendly. No children other than squad and advanced intermediate are allowed to use the main bar area but we will have the blue bar and some other bar work included in vault / floor circuits as these particular bar items can be cleaned. To use the main and metal bar handguards/palmguards/ gloves and loops must be worn. The beams now have a vinyl cover so will be able to be used by all.
12. Toilet facilities - If going out to the toilet the child must follow the blue lines in the gym for safe walking and wash their hands following the guidance in the toilet.
13. Behaviour management and disciplinary procedures will be followed for any members not following the rules.
14. Safe systems for first aid will be followed.

### **END OF CLASS**

1. 5 minutes before the end of the session the children will be asked to collect their buckets and line up to leave the room. On leaving the room they will make their way out onto the crosses in the reception area. Here they will take their personal belongings out of their bucket, leave their bucket by their cross and prepare to go home. They will sanitise their hands before leaving and the coach will lead them downstairs to be collected by a grown up outside.
2. All our lesson times are much more staggered than before so there is no overlap of members arriving/leaving. Please arrive 5 minutes before your child is due to finish so that we can ensure everyone leaves on time. If you know you are going to be late for an unexpected reason, please call us and we can arrange a safe place for your child to wait. Picking up children on time is part of the club code of conduct and rules and we will follow disciplinary procedures for anyone who does not adhere to these. The time between

classes is needed for important cleaning and to be ready for the next class. As you can appreciate we are a small venue and cannot place many children somewhere safe whilst waiting.

3. When you go home you need to change out of your gym clothes and have a shower or bath. You will need clean and different training clothes for each session.

### **COMMUNICATION + FEES**

1. The majority of communication will occur by emails, social media and phone. Between sessions our time will be tight to clean and get everything ready for the next group. If you need to speak to a coach in person then we can book a meeting and arrange for you to come in at a suitable time.
2. For class payments we encourage you to set up a monthly standing order or pay by card over the phone for your child's fees (at no extra cost) during office hours. You can also pay online via C4K (with an extra platform fee). Your child's place will now only be secured with payment for the session in advance by one of these methods. Clothing can still be ordered and we can send out an online form for you to fill in, and then again pay by one of the above methods. We have slightly amended the class ages, times and class fees. This is to allow us to hopefully be able to offer all current members who wish to return to a space (although this may even be tight) and after a full day back at school we think the 45mins for the younger age will be long enough. There will be no waiting for the children as they will always have their own place to work and so the sessions will actually be more intense than before, so we are really making the most of the time. The information is now as follows:  
Structured 2-3yrs - 40mins - £4 (this must be booked as a block now)  
Structured 3-4yrs - 45mins - £4.50 (this is our preschool class and we will be asking the child to be accompanied by a grown for the whole sessions to begin with due to social distancing requirements) (£18/month)  
Recreation 4-6yrs  
45mins - £4.50 (£18/month)  
Recreation 7-9yrs, 10-12yrs 13-16yrs - 60 mins - £6 (£24/month)
3. Annual insurance. We have been given details that the annual insurance to British Gymnastics had been reduced to £15 but that it will be due as normal by 1st October.
4. Club Membership. All those who were members before 20th March were granted free club membership for June 2020- June 2021. For new members and for existing members when June 2021 comes there will be an annual fee of £12 to pay (calculated on a sliding scale depending on the month you sign up)

We hope this gives you a good idea of everything we have in place and how a session will run. There will be a video out soon to show a 'live' example. We have also included the club timetable with sessions available for all ages from August and September.



# Axminster Gymnastics Club

## RECREATIONAL TIMETABLE FOR SEPTEMBER 2020 ONWARDS

### DAY/TIME

### CLASS

#### MONDAY

4.15-5.00pm (8)	Recreation age 4-6yrs
4.25-5.10pm (9)	Recreation age 4-6yrs
4.35-5.35pm (8)	Recreation age 7-9yrs
5.25-6.25pm (8)	Recreation age 7-9yrs
6.40-7.40pm (8)	Recreation age 10-12 + 13-16yrs

#### TUESDAY

9.30-10.10am (10)	Structured 2-3yrs
10.30-11.15am (10)	Structured 3-4yrs
4.15-5pm (8)	Recreation age 4-6yrs
4.25-5.25pm (8)	Recreation age 7-9yrs

#### WEDNESDAY

4.10-4.55pm (8)	Recreation age 4-6yrs
4.20-5.20pm (8)	Recreation age 7-9yrs
5.05-6.05pm (8)	Recreation age 7-9yrs
6.45-7.45pm (5)	Recreational age 10-12yrs / 13-16yrs

#### THURSDAY

9.30-10.15am (10)	Structured 3-4yrs
10.30-11.10am (10)	Structured 2-3yrs
11.30am-12.30pm (10)	Home Education
4.20-5.05pm (8)	Recreation age 4-6yrs
5.15-6.15pm (8)	Recreation age 7-9yrs
6.30-7.30pm (9)	Recreation age 7-9yrs + 10-12yrs
7.10-8.10pm (8)	Recreation age 10-12yrs + 13-16yrs (arrive 7pm in waiting area)

#### FRIDAY

4.15-5.15pm (8)	Recreation age 7-9yrs
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#### SATURDAY

9.20-10.05am (8)	Recreation age 4-6yrs
10.20-11.20am (8)	Recreation age 7-9yrs
11.45am-12.45pm (8)	Recreation age 7-9yrs + 10-12yrs
2.40-3.40pm (8)	Recreation 10-12 + 13-16



# Axminster Gymnastics Club

## **COMPETITIVE TIMETABLE FOR AUGUST/SEPTEMBER 2020**

All competition children will be able to start from the dates shown in August...we will send you a breakdown of the build up of hours for your child. This will be sent this weekend.

### **DAY/TIME**

### **CLASS**

#### **MONDAY**

5-8pm (8)

Squad.1 (arrives at 4.50pm in waiting area)

5.45-7.45pm (8)

Intermediate

#### **TUESDAY**

4.35-6.05pm (8)

Squad. 4 Blue

5-8pm (8)

Squad.1 (arrives at 4.50pm in waiting area)

5.25-7.25pm (8)

Boys Comp (arrive at 5.15pm in waiting area)

6.00-8.00pm (8)

Squad. 2 (arrives at 5.55pm in waiting area)

#### **WEDNESDAY**

4.30-6pm (8)

Intermediate

5.40-7.40pm (5)

Intermediate/Display

6.10-8.10pm (9)

Squad. 3

6.20-8.20pm (6-7)

Intermediate / Display

#### **THURSDAY**

4.30-6pm (8)

Intermediate

4.40-7.10pm (8)

Squad.4 Blue

6.00-8.15pm (8)

Advanced Intermediate (arrive at 5.50pm in waiting area)

#### **FRIDAY**

4.25-7.25pm (8)

Squad. 2

4.35-6.05pm (8)

Squad. 4 Green

5.30-8pm (8)

Squad. 1

6.15-8.15pm (8)

Squad. 3

#### **SATURDAY**

9am-12pm (8)

Squad. 2

9.10-11.40am (8)

Squad 4 Green

11.20am-1.20pm (8)

Intermediate (arrive at 11.10am in waiting area)

12.15-2.15pm (8)

Squad. 4 Green

1-4.30pm (8)

Squad. 1

1.30-3.30pm (8)

Squad. 4 Blue