



2025 OPEN LEVELS PROGRAM Terms of Service & Handbook

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WVGC Open Levels Program

The GFA Open Levels Program is a semi-competitive recreational stream within Woden Valley Gymnastics Club and is based on the sport of WAG (Women's Artistic Gymnastics). The aim of this program is to develop the gymnast's confidence and athletic ability through their participation in a structured and supportive program. Selection for the program is based on observations, assessments and recommendation from our Senior Coaches who are looking for gymnasts who work hard and demonstrate a physical and mental aptitude for a competitive program.

Previous participation in the Open Levels Program does not guarantee a gymnast a place in the program in the following season.

Women's Artistic Gymnastics (WAG) consists of four events: Vault, Bars, Beam and Floor. This can be viewed as the equivalent of four sports in one - the reason for increased training hours and expectations on gymnasts. Throughout their training gymnasts will learn body shapes, flexibility, strength, coordination, spatial awareness, power, balance, concentration and discipline in training. Gymnasts will also train individual skills, skill combinations and towards competition season, full routines on all four apparatus.



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Woden Valley Gymnastics Open Levels Pathway:

Squad Sky
Senior Open Levels
5+ hrs per week

Preparation to compete in ACT Club Levels
9 & 10
Compete at ACT Club Levels events

Squad Blue
Senior Open Levels
5+ hrs per week

Preparation to compete in ACT Club Levels
8+
Compete at ACT Club Levels events

Squad Purple
Senior Open Levels
5+ hrs per week

Preparation to compete in ACT Club Level 6-7,
whilst preparing for Level 8 and beyond.
Compete at ACT Club Levels events

Squad Pink
Senior Open Levels
5 hrs per week

Preparation to compete in ACT Club Level 4-5,
whilst preparing for Level 6 and beyond.
Compete at ACT Club Levels events

Squad Teal
Junior Open Levels
4 hrs per week

Preparation to compete in ALP Level 3, whilst
continuing development for Level 4 and
beyond. Compete at invitational events
interstate and in the ACT

Squad Lilac
Junior Open Levels
4hrs per week

Preparation to compete in ALP Level 2, whilst
continuing development for Level 3 and
beyond. Compete at invitational events
interstate and in the ACT

Squad Magenta
Junior Open Levels
2hrs per week

Preparation to compete in ALP Level 2, whilst
continuing development for Level 3 and
beyond. Compete at invitational events
interstate and in the ACT

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Woden Valley Gymnastics Club

Core Values:

Club Purpose:

To enable people to challenge and improve themselves both physically and mentally so that they can gain the skills and confidence to excel in all parts of life.

Core Beliefs:

At WVGC we believe that physical literacy is fundamental to building a happy and healthy life. By challenging one's physical and mental abilities, in a safe, supportive, inclusive, and nurturing environment, we can build strong, resilient, and adaptable people of any age to be valuable members of our community.

As a member of our Club and a **representative of the Open Levels Program**, you will be expected to:

- Be a **team** member
- Be **positive**
- Be **respectful**
- Try your **best**
- Be **kind**
- **Listen** to each other
- Work **hard**
- **Encourage** each other
- Remember, we are **all** important





Expectations of Woden Valley Gymnastics Club Open Levels Gymnasts:

It is expected that all WVGC Open Levels Gymnasts, with the support of their Parents/Guardians, do their best to:

- Arrive prepared and ready to begin class on time
- Attend all training sessions scheduled by the coaching team
- Advise the Program Coordinator with as much notice as possible if your child will be absent
 - Absences for morning training to be communication by 6pm the evening prior
- Attend all clinics and competitions when offered
- Accept that training dates, times and coaches may be subject to change
- Bring a positive attitude and good work ethic to all sessions
- Strive to improve their own personal best in aspects of training, strength, and skill
- Advise the Program Coordinator and Coaches of an injuries or accommodations required
- Meet the athlete code of behaviour outlined in Gymnastics Australia's Member Protection Policy





Discipline Policy:

WVGC Open Levels gymnasts are role models for other members of our Club. As such, we always expect a high standard of behaviour from the gymnasts.

In the event of a gymnast not complying with expectations of behaviour the following steps will be followed:

1. Remind the gymnast of the behaviour that is expected.
2. If behaviour continues, tell the gymnast the behaviour that is not meeting the expectations and ask them to rectify this.
3. If the behaviour continues, gymnast will be asked to cease training for a short period of time to reflect on their behaviour, they will then be asked to return to training, meeting behaviour expectations.
4. If behaviour continues, Parent/Guardian will be called, and gymnast will be sent home from training. Before returning to training after not meeting behaviour expectations, a meeting will be held with the Program Coordinator to discuss behaviour expectations.

WVGC has **zero tolerance for bullying**. Any reports of bullying will be taken seriously and dealt with immediately.

Mobile Phones:

It is important that gymnasts are focused on their training whilst at training. As such, the use of mobile phones is not permitted during training. A gymnast may be contacted by a parent through the WVGC Gym Floor phone on 0413 118 908 and, if required, a gymnast may contact their parent/ caregiver on this phone and parent/ caregivers can text this phone to relay urgent messages such as late to pick up.

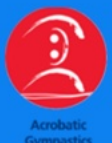
Viewing of Training Sessions:

WVGC has an open door policy on viewing training sessions. You are welcome to observe training from the seated area outside the Club Administration Office, but we do ask that contact with coaches/gymnasts directly does not happen during training time. If you need to speak to your child, please do so via the Floor Supervisor (identified by their navy-blue shirt with red paneling and SUPERVISOR on the back).

Please only enter the training area or Coach's office if invited to do so by a staff member.

Always respect the rights of all members and always remain courteous. The club will not tolerate negative behaviour towards any member, employee, or volunteer.

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Progressing Through the Levels:

WVGC will use the guidelines and requirements set out by Gymnastics Australia to decide on an appropriate level for each gymnast to compete each season. Safety, confidence, training habits and attitudes, and current and future skill development is taken into consideration. All of our training squads are mixed level squads, and gymnasts may be in the same squad for a number of years, this does not mean that they are competing the same level.

Every gymnast will have their own strengths and weaknesses, and all will progress at different rates. It is important that you do not compare your child to other gymnasts. Please respect the knowledge and experience of the coaching staff regarding your gymnast's progress.

"We all grow at different rates, and that's okay."

If the Open Levels Program is no longer the optimal program to support your child to achieve their potential, there are many other Gymsport pathways at WVGC for them to continue with the sport of Gymnastics.

If you wish to discuss your child's progress with their Coach or Open Levels Program Coordinator, please make an appointment via email: louise@wodenvalleymnastics.com.au

Training Commitments:

Gymnastics is a physically demanding sport and can be unsafe if a gymnast is not conditioned correctly. As such, gymnasts in the Open Levels program train consistently throughout the year, including through School Holidays. No classes will be held for 2 weeks over Christmas shut down or on ACT Public Holidays, these dates will be communicated to you ahead of time via email from the Program Coordinator .

Gymnasts in the Open Levels Program do not receive make-up lessons if they miss classes.

Public Holidays – there will be **no** training unless otherwise notified.

It is a requirement that gymnasts attend every session the week leading into a competition - this is to ensure the safety of the gymnast. In a situation where a gymnast has another significant commitment, this must be discussed with the Program Coordinator and a safety plan/measure must be put in place prior to the week before competition.

If you plan to go away, and are seeking a reduction in fees, you must provide **a request in writing via email** to the Program Coordinator. You are eligible for a credit if the holiday is a **minimum of 2 consecutive weeks** and the request is provided in writing **prior** to departure.

Extended absences from training due to travel may result in a gymnast being deemed unprepared or unfit to compete by Coaches and the Open Levels Program Coordinator.

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Annual Squad Changes:

Squad changes occur after the years' competition season has concluded at the end of Term 3. Gymnasts will be invited to continue in their current squad, move into a new squad, or cease training in the Open Levels Program. WVGC has several 'Gymsport pathways' that may be more suitable, and we encourage families to explore these if the Open Levels program is no longer optimal for your child.

Invitation to continue or to move into a new squad will be dependent on gymnasts meeting the training expectations above. **Previous participation in the Open Levels Program does not guarantee a gymnast a position the following season.**

If your child no longer wishes to participate in the Open Levels Program, please advise the Program Coordinator via email ASAP. Please be aware that reinstatement into the Program is not guaranteed if your child changes their mind as there are often waiting lists for these classes.

Training Attire/ Equipment:

Gymnasts must bring the following items to all training sessions:

- Leotard or Gym-top
- Training shorts (if gymnast wishes)
- Clearly labelled water bottle
- Grips & Loops for specific groups
- A healthy snack to training for sessions longer than 2 hours (strictly nut free).
- Weather appropriate clothing and footwear to be worn before and after training

Hair longer than the shoulders must be tied back, any hair framing the face (fringe, curtain bangs etc.) should be pinned back where possible.

No jewelry except for one pair of studs or sleepers, or a medical alert bracelet. All other jewelry must be removed including watches. The Club takes **no responsibility** for the secure storage of these items. It is the responsibility of the athlete to ensure their items are secure.



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Gymnasts will require:

- Grips (Level 7 and above) **replaced periodically
- Loops (Level 6 and above) **replaced annually
- Wrist Bands (Level 6 and above) **replaced periodically

The above items must be clearly labelled and will be stored at the Club in the gymnasts draw in the weights room. Consumable items must be replaced upon Coach/ Program Coordinator request to preserve the safety of the gymnast.

Gymnast Evaluations:

It is important that gymnast progress is monitored to ensure safety, guide planning and goal setting, and provide feedback to families.

Skill evaluations will take place at various points throughout the year to track gymnasts progress on the skills at their current level and in the levels ahead they are working towards. Skills will be evaluated on a five-point scale:

- 5 stars – completed – your gymnast has mastered and moved on from this skill
- 4 stars – mastered – your gymnast can perform this skill with little or no technical errors
- 3 stars – achieved – your gymnast can perform this skill but with some technical errors
- 2 stars – developing – your gymnast is working towards this skill but had many technical errors or only at the drill development stage
- 1 star – not applicable – this is not a skill your gymnast is currently working towards

Skill evaluations are accessible via your iClass Pro App, and emails will be sent to families when new evaluations have been uploaded and are ready to view.





Competition Requirements:

Gymnasts will be invited to compete in a series of competitions each year, which are usually held on Saturdays or Sundays. Some of these competitions may require interstate travel. Entry details will be communicated with all eligible entrants as they become available. A calendar will be sent out at the start of each year containing major competitions, however additional events may be added throughout the year.

Competition entries will be sent out through the Club's online booking system or added to your account. Late entries cannot be accepted. After entries are submitted, refunds or cancellations are only considered with Medical Certificate and must be requested in writing no later than the competition date.

These competitions are a way of motivating gymnasts by providing purpose to training and an opportunity to expose the girls to a larger pool of athletes. The focus of competition is not on winning, but on self-improvement and performance to the best of each gymnast's ability.

Gymnasts are encouraged to participate in all events that are offered to them. Competition experience is a part of your gymnast's development in the WVGC Open Levels program, however, it is not compulsory for the Open Levels Gymnasts to compete.

Gymnasts at WVGC train in Squads, the level they are ready to compete will be determined prior to the competition entry date. It will be at the discretion of the Squad's Head Coach and the Program Coordinator if they are ready to compete at the level they are working towards.





Club Uniform:

Competition Uniform is to be worn at all competitions and other specified events.

- Compulsory Uniform: Competition leotard, Scrunchie and Polo Shirt
- Extra Optional Items Include, Backpack, Tracksuit Jacket and Tracksuit Pants
- Non WVGC attire will not be allowed during competition sessions
- Full uniform will be required for interstate competitors.
- Competitions are optional for Open Levels gymnasts; however, they are highly encouraged:

Uniform Item List:

- Tracksuit – Jacket and Pants
- Polo shirt
 - Magenta, Teal and Lilac Long white sleeved and navy leotard
 - Open Pink and Purple Long white and red sleeved navy leotard
 - Open Blue Long red and white sheer sleeved leotard
- WVGC Navy Backpack
- Competition Leotard:
 - Blue Short Sleeved Training Leotard
 - Red Scrunchie
 - Digs Navy Competition Shorts or Leggings (Optional)

Gymnasts are required to wear running shoes and white socks as part of their competition uniform.

Hair must be neatly pulled back off the face and secured tightly (short fringe may be left out). The gymnast should not have to fix their hair during competitions. There are three style options for competition hair:

- Two braids into a ponytail or bun
- A Bun – this can be plain or with braids into it
- Ponytail with all hair in the ponytail sectioned off into three plaits and tucked under

Open Level Teal, Lilac & Magenta: Opportunity to compete at 2 WVGC Competitions + and an Interstate Competition if there's a suitable option that fits into the Program's and Club's schedule.

Open Level Sky, Blue, Purple & Pink Gymnasts: Opportunity to compete at 2 ACT State Level events.

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Accounts

Our Financial Terms of Service are as follows:

All Parents/ Guardians **must have access to their iClass Pro account via the iClass Pro app.**

Please download the app (organisation name is 'Woden Valley Gymnastics Club'), select 'forgot email' option to reset password to gain access to your account.

Fees are processed via your iClass Pro account on the 5th of each month. We will send your statement advising of the amount to be deducted on the 1st of the month, please reply to the email from your monthly statement if you have any questions, or if you would like your account reviewed, or if you require a due date extension.

Fees are billed monthly in advance according to your child's allocated training times and are based on a sliding scale; the hourly rate decreases as the hours of training increase. It is the parent/ guardian's responsibility to ensure payments are up to date. All declined payments will receive a notification email and you can log into your iClass Pro App to process payment and bring your account back up to date.

All fees are processed via your iClass Pro account. We recommend storing a bank account as it attracts an 80c processing fee, a credit card will have a processing fee of 2% of total fees, which can add up quickly. Any monies processed in error will be refunded as soon as we are made aware. All refund requests must be made in writing via email, accompanied by your BSB and Account Number and will be made via bank transfer.

If fees are outstanding for more than one month without prior arrangements being made with the Club, the gymnasts place in a squad may go into review.

Please note that a gymnasts re-invitation into a squad will also depend if our Financial Terms of Service have been met.

If you are experiencing financial difficulty, please reach out before the monthly due date on the 5th and we will work towards a solution that works for all parties. We ask for communication ahead of time if you cannot meet a payment deadline.

Application for credit for medical leave must have supporting documentation from a medical professional and submitted in writing to the Program Coordinator.



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Accounts

Additional fees:

Gymnastics Australia competition registration and insurance annual fee added to February accounts (or upon invitation if the program is joined later in the year). This is a calendar yearly fee, and no discounts are available for late starters.

Equipment Levy of approximately \$50, added to May accounts (or upon invitation if the program is joined later in the year).

Choreography fees will be charged to teach gymnasts their routines for the season. Levels 3-7 will be taught in a small group setting, this fee is approximately \$50* subject to change.

Level 8 -10 Gymnasts require their own unique floor routine which is choreographed specifically for them. A choreography fee will be charged to your account if your child requires a routine to be choreographed for (Sky Blue & Blue), this fee is approximately \$170* subject to change. There may be an additional music fees depending on the music licensing and editing needs.

Contacts:

Please note that our staff work varying hours on and off site and contact via email is the quickest way to hear back from us. Please email us to arrange a phone call if you would prefer to speak with someone.

Coaching and Open Levels Program Enquiries: louise@wodenvalleymgymnastics.com.au
Accounts and Invoicing Enquiries: office@wodenvalleymgymnastics.com.au

By having your child participate in one of our Programs implies that gymnasts and their parents/ guardians agree to abide our Terms of Service.

**** Please note that exceptions to these terms of service will be considered on a case-by-case basis.****

