

## WELCOME TO COLLEGE PARK TUMBLEWEEDS GYMNASTICS COMPETITIVE TEAM

The purpose of this handbook is to inform gymnasts and parents of the policies and requirements for participating in the College Park Tumbleweeds Gymnastics (CPTG) Girl's Competitive Team. CPTG and the coaching staff have designed these policies to assure that all of the team athletes can compete in a happy, safe and productive environment.

## COLLEGE PARK TUMBLEWEEDS GYMNASTICS MISSION

The mission of CPTG is to build and enhance the participants' lives through the pursuit of excellence in all aspects of gymnastics. The gymnastics staff is dedicated to ensuring that each participant has an experience that is positive, safe, mentally and physically rewarding and fun.

## WOMEN'S ARTISTIC GYMNASTICS

Gymnast at College Park Tumbleweeds Gymnastics will compete within the USA Gymnastics Junior Olympic program and or alternate program offered by USA Gymnastics Program called Xcel.

Girls start competing as young as 6 years old. The first level of competition may vary depending on the gymnast's ability.

The girls will compete on Vault, Bars, Beam, and Floor. After receiving the required score and their coach's approval, the athlete will advance up the USAG level system through either Level 1-10 or Xcel program. The highest level of competition in gymnastics is the Elite level. Level 1-5 are compulsory levels, meaning that all athletes at any particular level are doing the exact same routines. Level 6 and up are optional levels, meaning that each athlete will have their own routines based on guidelines for each level.

A very small percentage of athletes will go to the Elite level where they may become a candidate for the Olympics. Typically, young women successfully competing at Level 9 and Level 10 are eligible for college scholarships.

## GYMNAST DIET AND NUTRITION

A general healthy eating pattern helps to support the needs of a gymnast. The training diet usually includes lean protein for muscle repair and recovery, carbohydrate appropriately timed for fuel and fruit, vegetables, nuts and seeds for vitamins and minerals, along with healthy fats.

## SPORTS PHYSICAL

An annual sports physical is required each year for each gymnast. Please provide a copy to the Club Administrator at the beginning of each competition season or upon renewal dates.

## INSURANCES AND INJURIES

Gymnasts should have their own medical insurance but the College Park Tumbleweeds Gymnastics (CPTG) requires that all participants have Amateur Athletic Union (AAU) Extended Benefit membership which is a co-insurance policy that covers gymnast team practice and any activity that the gymnast participates in as a team member.

The gymnast must report all injuries, including injuries that occur outside of the gym, to the coaching staff as soon as possible. The coaches can then make sure that the gymnast is protected from further injury during practice.

## ATTENDANCE

To maintain a quality and productive program, gymnasts are expected to be at every scheduled practice on time, unless other arrangements have been made with their coach. If you are unable to attend a scheduled practice or will be late, please call the gym office 404.669.4609 and leave a message.

The team practices year-round. The practice schedule is set at the beginning of the season and any additional practices may be scheduled during off time to provide the gymnast readiness for competition. Any additional practice time is based on the need of a level. Scheduled practice times may be canceled to unforeseen circumstances such as inclement weather, water or power outages.

Attendance is required every day for two weeks prior to a competition unless excused for a sickness. Injury two weeks before a competition may omit the gymnast from a competition as deemed by the coaching staff or a physician. Meet fees will not be refunded if your gymnast is sick or injured.

Summer Training is mandatory for all gymnasts seeking membership to the team for the upcoming meet season. Team placement does not carry over from one year to the next.

## CLOTHING ATTIRE FOR PRACTICE & COMPETITION

Suitable clothing for practice consists of leotards that do not show the stomach area and lycra shorts. T-shirts, baggy pants and baggy/loose shorts may not be worn.

At a certain level grips will be recommended by the coaching staff for the uneven bars. Coaches will make a recommendation for where and how to purchase. Cost varies from \$50-\$60.

## CLOTHING ATTIRE FOR PRACTICE & COMPETITION (continued)

All gymnast need to carry their gym bags to and from gymnastics practice and meets. The gymnast should secure all belongings along with grips, wristbands, competition music and water bottle in their gym bag.

Hair needs to be securely tied back when she arrives to practice and competitions.

Jewelry, other than post earrings are not permitted.

All gymnasts are required to be in full and proper team uniform when competing or appearing at a team function.

Competition leotards must be worn during the meets. Uniform to include uniform briefs with hair neatly pulled up with uniform hair scrunchie.

There are specific uniform care instructions for the gymnast uniform. In most cases, you should not dry clean or wash team leotard or warm up suits in the washing machine. Competition leotard and the warm-up suit should be WASHED BY HAND with recommended liquid soap or detergent for delicate items.

## RESPECT THE SPORT OF GYMNASTICS & GENERAL REQUIREMENTS

The way you act in the gym and at competitions is a reflection of yourself, your teammates, and the team.

The following actions show respect and are expected of College Park Tumbleweeds Gymnastics athletes.

Must attend regularly scheduled practices and summer training.

Must meet attendance and competition requirements.

Must exhibit good sportsmanship and respect for authority and team members.

Must meet the financial obligation.

Participate in all competitions. We are a competitive team. We need to measure our work and progress by competing in front of our families, friend, and teammates.

Attend every practice leading up to a competition. Every competition is important in some way. If a gymnast misses a practice the week before a competition, (besides an excused absence such as sickness, or family emergency) she will be pulled from the meet. The more we practice competing, the more confident we become for meets such as State, Regionals, and Nationals.

## RESPECT THE SPORT OF GYMNASTICS & GENERAL REQUIREMENTS (continued)

Show the highest regard for our sport and your hard work by arriving to all competitions on time. Conduct yourself with grace and courage during the competition by accepting all scores in a positive manner.

Gymnasts may at no time during a competition go to the stands to talk to parents, families, or friends. During a team competition, there is no need to speak with the family until after the competition session is completed. A violation of this rule could be ground for the gymnast to be asked to leave the meet or be suspended from the next competition.

THERE WILL BE NO TOLERATION OF TALKING OF A TEAMMATE'S SCORE IN A NEGATIVE MANNER. IF THIS HAPPENS THE GYMNAST WILL BE PULLED FROM THE MEET IMMEDIATELY AND ASKED TO LEAVE. THE SAME SPORTSMAN LIKE BEHAVIOR IS EXPECTED FROM THE PARENTS.

## EXAMPLES OF DISCIPLINARY ACTION

The coaching staff has the right to remove any disruptive behavior from the gym in order to maintain a positive and safe environment.

The gymnast may be dismissed from practice and go home early.

The coach may request a meeting with the parent.

The gymnast may be suspended from the team for a period of time or may be scratched from a competition. Please NOTE: If a gymnast is suspended from a workout or from a competition for any reason the fees associated with training or competing is not refundable or discounted.

The gymnast may be asked to leave the program if we cannot get her to conform to the expectations of the team, coach or gym. THERE ARE NO REFUNDS OF TUITION OR COMPETITION FEES WHATSOEVER IF A GYMNAST IS ASKED TO LEAVE THE PROGRAM.

## MOBILITY

College Park Tumbleweeds Gymnastics provides a well-qualified, professional coaching staff. Please allow your child benefit from the coaches' expertise, experience, and knowledge.

It is at the coach's discretion to move a gymnast to a higher level based on the gymnast meeting the mobility requirement by USA Gymnastics and readiness for the next level. Even if a gymnast meets the required mobility scores, it does not automatically mean they will move to the next level. It is possible that a gymnast may compete for a level for more than one year.

## OPTIONAL LEVEL GYMNAST

When your child becomes an optional level gymnast, Levels 6, 7, 8, 9, 10 and Elite and Xcel, she must receive a choreographed floor routine. Music for the floor exercise and choreography are outside of the monthly escrow fees. Optional floor routine music is \$75 and Optional floor routine choreography is \$100. Choreography will be scheduled outside of practice time and routines must be used for at least two years. The Head Coach must approve the selection of music and choreography.

Each gymnast is required to have 3 digital copies (MP3 players, computers, tablets, etc) of their routine music: two in their gym bag and one in the gym office. These electronic devices must have a display screen and must be on airplane mode, when applicable.

## TUITION PAYMENT POLICY

Competitive gymnastics is a very rewarding and incredible experience. At College Park Tumbleweed Gymnastics, we do our best to keep the cost down, and at the same time maintain the best equipment, the highest quality staff, and one of the best competitive gymnastics program in the area.

Tuition rates are based on a yearly budget that is broken into a 10-month payment plan for an eleven-month commitment.

Statements will be sent out the 1<sup>st</sup> of each month for both the competition fee and training fee and due by the 15<sup>th</sup> of each month through an automatic draw via a credit card on file. If you choose to pay manually you may do so through our website at [www.cptumbleweeds.com](http://www.cptumbleweeds.com). Go to the Tumbleweed Team tab and scroll to Tumbleweed Escrow Payment. You will need to login to your account. Partial payments are not allowed online through the parent portal. You will need to call the gym office to make any partial payments.

All fees are set up prior to the competitive team year and are therefore estimated costs. Funds in your individual escrow accounts are set up to pay for AAU and USA Gymnastics membership, meet entries, uniform, and any other fee for the competitive year. CPTG also pays all the coach's annual USAG memberships fees, their recurring criminal background checks and their reoccurring required training course fees.

The cost of the entire program remains the same even when athletes are on vacation, sick, injured, or absent for holiday and/or bad weather gym closures. Therefore, there are no discounts for any of these situations. CPTG has made all open gym practices free for team athletes in anticipation of these situations and the only choice for make ups.

You have the option to drop your child from team at the end of the competition season in May. If a gymnast leaves prior to the end of the competition season in May, there may be cost already prepaid and will not be refundable. All withdrawal from team must be put in writing to prevent continuing team fees from being charged.

## GYMNASTICS COMPETITION FEE OVERVIEW

AAU Gymnastics Membership \$16

USA Gymnastics Membership \$27-\$59

Competition Entry fees \$85-\$150 per meet

Competition Leotard approximately \$150-\$200

Competition Warm-Ups approximately \$150

Coaches fees: Session fees, per-diem, mileage, hotel, training, membership, uniform - varies depending on meet locations and number of gymnasts.

Meet fees, competition attire and club fees must be current and up to date prior to enrolling in competitions.

## DELINQUENT TUITION PAYMENT FOR TRAINING & ESCROW

After the 15<sup>th</sup> of the month, balances are considered past due and subject to a \$25 late fee. After 30 days, account balances will automatically be charged to the card on file. A delinquent tuition payment for either training fees or escrow account can result in suspension of the gymnast until payment is made or special payment arrangements have been made with the Club Administrator. If a gymnast is signed up for a meet, but money is not in their escrow account before the competition, the gymnast will be pulled from the meet and the money will still be owed to the Club. If a monthly training fee is not current a gymnast may be asked to sit out of practice until fees are current.

## COMPETITION POLICIES & MEET CANCELLATION

Gymnasts who are determined ready to compete by their coach will automatically be signed up for all of the competitions offered in the upcoming season. Meet fee assessments are collected monthly with the escrow payment. Meet entry fees are usually required by host clubs several months prior to the competition.

If there is a scheduling conflict to compete in a meet, a meet cancellation form must be filled out 90 days prior to the competition date to prevent the gymnast from being entered in a meet. Deadlines for entry date and refund dates vary from competition to competition so there is no guarantee to be refunded even if the meet cancellation form is completed in timely manner.

## PRIVATE LESSONS

College Park Gymnastics staff offers private lessons. To schedule a private lesson, you must contact the individual coach to schedule days and times based on their availability. In order to participate, one must be current with all fees. Before seeking private instruction, please discuss this with the Head Coach. Private lessons at other facilities are discouraged due to conflicting teaching methods.

## TRANSFERRING FROM TEAM TO TEAM & RESIGNATION PROCEDURE

Coaches put a lot of personal time into each athlete and ask their athlete to make reasonable commitment to the team as well.

A gymnast may resign from the team for any reason. A letter of resignation is required in order for gymnast/parent to receive any funds remaining in their escrow account. The resignation letter must state the effective date of resignation, a request for a refund if applicable. If your gymnast has an outstanding balance, your account must be paid in full on or before your last day of participation.

During the non-competitive part of the season, a gymnast may transfer. All account balance must be cleared before training at another gym. It is a courtesy for all gyms to contact a gymnast previous gym to verify that all accounts are cleared.

## PARENT OBLIGATION & REQUIREMENTS

The main purpose of hosting home meets is to help offset budgeted expenses by raising funds through competitions and special events. Parents of competition gymnast are mandated to help with the fundraisers by working these competitions and special events. These competitions include three (3) meets that the team hosts and team fundraisers. Each year the parent is required to sign up for a specific job duty for the competition and is required to work all home competition meets. A \$150 fine will be charged for failure to work or provide adequate coverage.

## MEET LIST & DESCRIPTION OF JOB DUTY POSITIONS

### **ADMISSIONS/SALES**

Responsible for set up/breakdown of admissions area for home meets, greet visitors, collection of entry fees, good luck grams and raffle items, keep track of money collected and gram/raffle items sold.

#### **PROSHOP/SALES (Admissions subgroup)**

Responsible for coordinating purchase of items to be sold during home meets, must set up items and break down sales tables, develop price list, keep track of all items sold and money collected (balance sheet) to be sold at meets.

### **AWARDS DISTRIBUTION & ANNOUNCER**

Responsible for selecting awards for the meet, assuring that the awards, trophies and/or banners are purchased in a timely fashion, preparing awards for meet, room set up/break down, and announcing/issuing all placement awards at the awards ceremony. Needs to understand AAU & USA Policies and Procedures for issuing awards. (A copy is available in Office). Should be comfortable speaking/entertaining a crowd.

### **CONCESSIONS**

Responsible for all food items sold and/or grilled at meets to serve customers. Work with hospitality committee to assist with selection and purchase of snack items, monitor inventory, create price list, collection of money, and set up/breakdown of concession areas.

### **DECORATIONS**

Responsible for transforming the gymnasium, admissions, and awards ceremony rooms with the theme of the meet with items on hand or new. Set-up is done Thursday evening and/or Friday before the meet date. Must take down and store all decorations at the end of the meet.

### **DJ/ANNOUNCER**

Master of ceremonies at a meet: responsible for all announcements (general, Tumble (good luck) grams, rotation questions, etc.) during the meet as well as coordination of floor music for each gymnast competing at meet. Should be articulate and able to multi-task.

### **HOSPITALITY**

Responsible for all food to be served to judges and coaches. Assist with menu selection, purchase food items and paper supplies, and set up/breakdown of each room following each event.

### **FACILITY SET UP & BREAKDOWN**

With direction of the head coach, responsible for moving equipment and mats to clear the gym the Thursday evening prior to meet date; set up standard equipment for meet as well as outside signage, return gym back to its original condition and ensuring that all trash is out of the facility.

### **MEET SET UP & SCOREKEEPER**

Responsible for setting meet up in computer four weeks prior to meet date, confirming gymnast and coaches AAU &/or USA memberships, double checking individual meet scores, printing scores for awards, and mailing out all scores to the AAU/USA governing body.

### **TIMERS, RUNNERS, AND SCORERS**

Charges and tests palm pilots and scoreboard prior to meet date and prepares score sheets. Timers time gymnasts' warm-up and competition for beam and floor routines. Runners bring judges score sheets to the office. Scorers transfer judges score sheets into palm pilot.



# College Park Tumbleweeds Gymnastics Gymnast and Parent Commitment Contract

The College Park Tumbleweeds Gymnastics Team is open to all qualifying individuals. CPTG, however, holds the right to deny membership to anyone unwilling to abide by the team manual and policies. This is a binding contract between the parties, the conditions and agreements are enforceable in the proper courts and all monetary terms are collectable when due.

The commitment agreement supports the mission of the CPTG and defines acceptable behavior to help provide a positive experience for all participants. I fully understand that if any of the stated rules are violated by any of my family members, the result could lead to my gymnast(s) immediate removal from the CPTG competitive team.

Participation on the College Park Tumbleweed Gymnastics Competitive team is an 11-month commitment that spans from July 1st – May 31<sup>st</sup>, yet please note ETTC during the month of June is a prerequisite in order to be eligible for team.

1. Gymnasts and parents are expected to treat each other, coaching staff, recreational classes, officials and the gym with respect and courtesy. Dangerous, disruptive or inappropriate behavior will not be tolerated and can result in immediate suspension without reimbursement.
2. To maintain a quality and productive program, gymnasts are expected to attend practice year-round in order to remain on team.
3. Gymnasts are responsible for attending practice with a positive attitude and be safety conscious for themselves and fellow teammates.
4. Gymnast and Parents are expected to show the highest regard for our sport and your hard work by arriving to all competitions on time and conduct yourself with grace and courage during the competition by accepting all scores in a positive manner.
5. Gymnasts and Parents are expected to assist with all CPTG hosted events and fundraisers. All parents are expected to volunteer to work the mandatory hours of the club's fundraisers which can be between 24-30 hours per year. It is understood that CPTG will receive 100% participation from every family.
6. Check E-mail regularly for gym updates and respond accordingly in a timely manner.
7. For your convenience, the gym has implemented an auto-pay program and parents are required to have a credit card on file to guarantee the account. Statements and phone calls are a courtesy. Payment schedules are supplied at the beginning of the season and it is your responsibility to make sure funds are available to ensure all financial obligations are met on time.

As a member and parent of the College Park Tumbleweeds Gymnastics Team, I have read the team handbook, will do my best to meet the expectations, and agree to abide by the stipulations therein.

Gymnast Name \_\_\_\_\_ Signature \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Signature \_\_\_\_\_

Parent/Guardian 2 Name \_\_\_\_\_ Signature \_\_\_\_\_

Date: \_\_\_\_\_