

# Competitive Handbook

Wings Gymnastics

2017/2018

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## Introduction

Cameron Recreation Centre opened in 1980. The Burnaby Unified Gymnastics Society "BUGS" was granted "free access" to the large gymnasium twice per week for a total of four hours in order to offer gymnastics programs to Burnaby residents. The Society had 27 gymnasts and had three coaches, including the Head Coach. The partnership between BUGS and Burnaby evolved over the years: the name BUGS changed to WINGS, the number of participants and coaches increased and the free access to the gymnasium increased from four hours to eight hours. In August 1990, Wings was incorporated as a non-profit organization with the official name of Wings Gymnastics Society.

## Mission Statement

Promoting gymnastics for fun and fitness and providing positive learning experiences to all athletes by encouraging participation in a safe and enjoyable environment to allow everyone to reach their full potential.

### **We will achieve our mission by:**

- Offering a wide variety of classes for many age groups and all skill levels
- Making gymnastics accessible to anyone who chooses to participate
- Keeping our fees affordable based on an approved budget
- Introducing a "fun" component during every workout at all levels
- Promoting gymnastics as the foundation for all other sports
  - Ensuring every athlete leaves the gym with a smile
  - Promoting a healthy lifestyle
  - Promoting healthy eating habits
- Hiring coaches who fully understand this philosophy
- We will provide a positive learning experience by:
  - Hiring passionate coaches who love the sport and have the child's best interest in mind

- Ensuring every athlete leaves the gym with, at least one positive experience to be proud of
- Keeping the facility and equipment as clean as possible
- Recognizing limitations and training within the limits of the athlete's abilities

**We will keep our athletes safe by:**

- Ensuring that coaches are adequately certified through the National Coaching Certification Program (NCCP)
- Ensuring that every coach is adequately trained in first aid
- Maintaining and upgrading our equipment continuously
- Promoting a positive and friendly work environment
- Ensuring that emergency procedures are in place
- Ensuring that emergency procedures are known by coaches, City staff, athletes, parents/guardians and administrative staff - Combine somehow
- We will encourage athletes to reach their full potential by:
  - Recognizing an athlete's ability and advancing it
  - Offering instruction that progressively challenges each athlete
  - Ensuring that our facility has a full complement of gymnastics apparatus, including preschool equipment and apparatus to teach new skills
  - Ensuring that coaches receive continuous training

## Goals

Wings Gymnastics is a non-profit society whose primary mandate is to provide its members with safe and enjoyable gymnastics programs at both a recreational and competitive level. We are proud of the fact that we are a family oriented club with a strong connection to the communities of Coquitlam, Port Moody, and Burnaby because of our central location of all three municipalities. We offer boys and girls, ages 4-16, the opportunity to enjoy gymnastics in a safe and supportive environment no matter what their skill level. Our competitive program is based around the idea that competitive gymnastics should be open for all athletes who

wish to compete in a competitive manor. Although competitive is not for all athletes, those who have the dedication, who want to strive towards perfection and a love for the sport.

## Club Structure

### Board of Directors

The volunteer Wings Board of Director's are elected annually during the Annual General Meeting held in the Fall of each year. Board members are responsible to have the best interests of all the athletes and the club as a whole.

#### ***Board Positions:***

- President
- Past President (no voting rights)
- Vice President
- Secretary
- Treasurer
- Safety Officer
- Member at Large

Members (parents of registered gymnasts) are encouraged to participate if they are willing and able to commit the time to help run the affairs and events of the club. The Board meets once monthly, with minimal additional time commitment.

## **Administrative Staff**

Wings administrative staff oversees the day-to-day matters of the club. Administrative staff includes:

Club Registrar/Administrator - Carol Morris

The registrar handles registrations, payments, communications, grants, and financing.

Head Coach - Jessica Di Tomaso

The head coach oversees overall gymnastics programming, coaches, their training and mentorship.

Recreational and PLAY Gymnastics Coordinator - Jillian McCartney

The recreational coordinator is responsible for recreation program supervision, coordination, scheduling, communication, and special events.

Competitive & Interclub Coordinator - Kerry Anderson

The competitive coordinator manages advanced athlete placement, competition registrations, uniform orders, equipment purchases, and plays a role in club safety preparedness.

## **Athlete and Family Commitment**

There is very little family commitment at Wings. We do not require our families to participate in volunteer work or fundraising activities.

## Women's Artistic Gymnastics (WAG)

**Women's Artistic Gymnastics (WAG)** is the most popular and well known to the public of all the gymnastics disciplines. It is an incredibly challenging sport, demanding strength, power, flexibility, agility, courage, and a combination of technical precision and artistic creativity. When these elements are mastered, the performances appear almost effortless and are riveting to watch.

Women's Artistic Gymnastics is comprised of four events: Vault, Uneven Bars, Balance Beam and Floor. In BC, the competitive program follows the American JO (Junior Olympic) program. This system has 10 levels, JO 1-5 is comprised of compulsory routines, and JO level 6-10 are optional routines that follow a set criteria. Each level is marked out of 10 points and deductions are taken based on the execution and difficulty of the routine. Common deductions include bent knees and arms, flexed feet, lack of dynamics, falls off (or on) the apparatus and the composition and difficulty of the routine.

During the awards ceremony at the end of each session, athletes are generally ranked from 1<sup>st</sup> to 10<sup>th</sup> on each event as well as on their all-around score. Younger athletes in JO 1-3 will occasionally receive a Gold Silver or Bronze on each event instead of placing individually. This awards format is left up to the discretion of the host club.

### **Vault:**

Vault is the shortest gymnastic event, but it's the event that requires the greatest speed and power. To understand vault, imagine yourself racing at full speed down a narrow carpeted runway, propelling yourself head first from a springboard in a forward and upward direction, pushing off of the vault table to rotate yourself over the vault landing on your feet. Vaulting requires speed, quickness, explosive power, and should be dynamic and precise.

### **Uneven Bars:**

A bar routine should demonstrate continuous swinging movements to take the gymnast under and over the bars in both directions and

circle swings through the handstand position. The overall effect should be one of smoothness with no stops or starts, extra swings or additional supports between skills. This event demands strength as well as concentration, courage, co-ordination, precision and timing.

**Balance Beam:**

A beam routine requires excellent balance, flexibility, co-ordination and extreme concentration. Routines on Beam consist of dance elements (turns, pirouettes, jumps and leaps) and acrobatic elements (cartwheels, handstands, walkovers and handsprings). The gymnast must demonstrate control in all movements, from the most graceful to the most dynamic.

**Floor Exercise:**

Combining tumbling, dance and creativity, this event is perhaps the loveliest and most graceful. The floor routine is a combination of dance, tumbling and acro elements choreographed to music. Floor music should complement the gymnast's routine in every way, showing a variety in tempo and original moves, while allowing expression of one's individual personality.

# Wings Competitive Program

## Competitive Programs

Along with Gymnastics BC and Gymnastics Canada, we have adopted the Junior Olympic (JO) program which was developed in the United States. This program consists of 10 levels. Levels 1-5 is compulsory and levels 6-10 consist of optional routines, which are evaluated on specific criteria. This level system provides great long-term benefits aimed at keeping athletes motivated with smoother transitions from level to level and improved progression within one level. The program was developed with the belief that all athletes, regardless of their potential, must have a solid foundation of basic skills in order to advance safely.

Given the space and time restrictions at Wings, we are only able to offer a maximum of 11 training hours per week to our competitive athletes. In general, this means that athletes progress slightly slower than athletes in other clubs. The benefit to less time and space is that we are very fundamentals-focused and because of this, the girls have done exceptionally well at competitions. That said, those who wish to train more hours or in a more competitive environment are encouraged to contact the Head Coach or the Competitive Coordinator for suggestions on other gyms that would be better suited to your needs.

## Training Days and Times

Wings Gymnastics runs on Tuesdays and Thursdays at Cameron Recreation Centre, and on Saturdays at TAG Gymnastics (1611 Broadway St Suite 111, Port Coquitlam, BC V3C 2M8).

The training days and times vary depending on the group as well as number of hours your daughter will be training. ***See Appendix 1 for complete training schedule.***

## Group Assignments

Each athlete will be assigned to a coach or coaches in a group that is best suited for their abilities. The level and training days are not negotiable and are under constant review by the group coach and the head coach. With the understanding that gymnastics is built on a strong foundation of both skills and work ethic, athletes must earn the right to work at more advanced skills and levels.

Assignment of coaches is done carefully and many things are taken into consideration. The well-being of the athlete is paramount, but coaching changes are something that athletes must be prepared for, as it is unlikely that a coach will stay with an athlete their entire career.

## Attendance

In order to compete safely and to their best ability, athletes must have consistent attendance. If athletes are consistently absent, late, or lack participation during training, the privilege of their training and level of competition will be re-evaluated.

## Dress Code for Training

Athletes must dress appropriately while training. A training (sleeveless) body suit is required and tight shorts are optional. Long hair must be tied back BEFORE arriving at the gym. No loose-fitting clothing or loop/dangling earrings may be worn for safety reasons, as they may get caught on the apparatus during training. No other jewellery of any kind will be permitted.

## Choreography/Floor Routines

For JO levels 1-5 routines are compulsory and all athletes will be taught the routines corresponding to the level in which they will compete.

For JO level 6-10, floor routines are created for each individual athlete and are used for two years of competition. Individualized floor routines take knowledge and skill to create, and as such will be designed and choreographed by a professional choreographer. Each routine costs \$200, but Wings covers 50% of that cost. The cost to each family is \$100 per routine.

The cost of the routine covers choreography, one on one training time, a CD of the floor routine music, and additional adjustments that may be required from time to time. Parents will receive notice of the choreography guidelines and fee's, payment must be received before any choreography can begin.

## Breaks during Training

Athletes will be given a short break during Saturday training to have a snack. Please provide your child with a healthy snack as junk food such as pop, chips, or candy can be detrimental to their energy level and performance, and should not be eaten prior to or during training or competition. Gymnastics requires a lot of focus and energy, which is why athletes are encouraged to eat healthy lunches and snacks before coming to the gym and during their break time.

Examples of healthy snacks include, but are not limited to: a piece of fruit and a cheese string; half a sandwich with meat, cheese, and/or veggies; raw vegetables and hummus; yogurt with flax seeds and diced fruit.

Please note: All athletes are representing Wings while on their Saturday breaks and will therefore refrain from loud, unruly behaviour. Furthermore, they will also clean up after themselves before returning to training. Break time is considered a privilege and will be withdrawn if abused.

## Club Policies & Procedures

### Competitive Athlete Conduct

- Bullying of any kind will not be tolerated
- Abusive/crude language is not prohibited
- Negative comments towards athletes or coaches are inappropriate and will not be tolerated
- Gymnasts are expected to attend every training day as absences are not beneficial to their development in the program
- Gymnasts are expected to arrive to training on time
- If a gymnast is unable to attend a practice due to illness etc., the gym and/or coach must be notified before training begins
- If an athlete must leave early, please inform the coaches at the beginning of training
- Gymnasts must wear proper clothing to training, and long hair must be tied back. Bodysuits are mandatory
- Athletes are only permitted on gymnastics equipment with the coach supervision
- All injuries must be reported to the athlete's coach immediately regardless of how insignificant the injury may seem
- Any snacks and drinks athletes bring into the gym must be healthy, and nut-free
- A positive attitude, sportsmanship, and above all fairness to all, is to be practiced at all times
- For safety reasons all athletes must wait to be picked up inside the gym where coaches can see them, not outside
- Please do not bring valuables into the gym as Wings is not responsible for any lost or stolen items
- The facility and the equipment must always be respected and used in a safe manner

## Parent Gym Conduct

- Parents will encourage their child and remind them that doing their best is more important than winning, so that their child will never feel defeated by the outcome of a competition
- Parents will not force their athlete to participate in gymnastics
- Parents will remember that their child participates in gymnastics for their own enjoyment, not their parents
- Parents will encourage their child to follow the rules and to resolve conflict without resorting to hostility or violence
- Parents will never question a coaches or judge's decision in public
- If a parent wishes to speak to their athletes coach, try to do so at the end of practice as they are very busy at the beginning of practice preparing for training
- **Parent viewing:** Parents are welcome to sit on the benches and watch practice on the last Tuesday and Thursday of each month
- It is the parent's responsibility to inform the coaches of any relevant medical, personal, or emotional issues that may have occurred inside or outside of the gym

## Medical Policy

It is the gymnast's responsibility to inform their coach if they become ill or injured during practice. The coach will then assess the situation and determine the course of action to take.

Appropriate steps taken include:

1. Administer first aid (RICE - Rest, Ice, Compression, Elevation)
2. Modify training
3. Notify the parent

In the event of a serious injury, an ambulance will be called and the parent or guardian of the athlete will be contacted immediately. If they cannot be reached, the listed emergency contact will be called.

The coach will accompany the athlete to the hospital if the parent/guardian is not present

***Please ensure that the administration has appropriate contact and medical numbers on file.***

## Injuries

It is important to inform your child's physician if your child has any lingering injuries. While aches and pains can be part of a regular intense training, consistent and chronic pain is NOT. Communication is important for early rehabilitation in order to return to healthy training.

## Communication

It is our desire that membership in the competitive program will be a rewarding experience for every athlete. Good communication between athletes, staff, coaches and parents is paramount to ensure this success. Please keep yourself informed about the club and the program at every opportunity:

Opportunities to stay informed including the following:

1. **The Annual General Meeting** is the ideal opportunity to meet and elect the Board of Directors who generously volunteer their time to oversee the management of the club. This is also a great way to become involved yourself if you are able to invest time towards the operation of the club.
2. **Parent/Athlete/Coach Meetings** are scheduled from time to time. If you require an additional meeting, please contact the head coach or competitive coordinator to arrange an appointment. Coaches are not to be pulled off of the floor during training times to discuss issues with parents
3. **Regularly checking e-mail.** Most information pertaining to the program (i.e. training schedule, competitions, etc.) will be sent by email. It is your responsibility to notify us if you are not receiving e-mails.
4. **Check out the website at [www.wingsgymnastics.com](http://www.wingsgymnastics.com)**

***Although Wings coaches and staff will make every effort to provide information when appropriate, it is ultimately your responsibility to stay informed.***

## **Competitions**

### **Meet Registrations & Fee's**

A tentative schedule will be sent to each athlete as early in the season as possible. This is subject to change as meet dates may change as well as the levels that they are offering.

Meet fees for the Competitive Program are \$130 per meet. This cost covers the athlete meet entry fee and a portion of the coaching cost for that competition. Wings will choose competitions for each JO Level. JO 1-2 will attend 2 competitions, JO 3&4 will attend 4 competitions, and JO 5+ will attend 5 competitions each season.

Athletes in JO 5 & up have the opportunity to qualify for BC Provincial Championships. In JO 5 and 6, athletes must compete in the Zone Trials competition in order to secure a spot at Provincials. Girls in JO 7 and up qualify automatically. At Zone Trials a set number of athletes will qualify for each level. Occasionally, some wildcards may be added also. If your daughter qualifies for Provincial Championships she is expected to attend. Qualifying for this meet is the highest honour for their level and they are taking a spot from another athlete. Attendance is not optional, regardless of location.

### **Athlete & Parent Conduct for Competitions**

Competitions can be very stressful on athletes, as they want to perform well and show off what they are able to do. It is important that parents at a competition are supportive and encouraging.

Gymnasts must:

- be well rested

- arrive at least 15 minutes before the start of general warm up, and be prepared
- wear the competitive uniform (bodysuit and track suit)
- have hair neatly tied up, out of their face, and off of their body suit (please be sure that hair style will in no way affect any skills that may be in routines)
- bring an extra copy of the floor music as a backup
- be respectful, positive, and sportsmanlike to athletes and officials (unsportsmanlike behaviour will NOT be accepted)
- NOT leave the competition area until the whole session is over. Leaving the floor may result in individual or team disqualification and is extremely disrespectful to the athletes who are still competing
- enjoy the competitive experience!
- be prepared and accept the results. This is a competitive program, not a participation sport

Parents must:

- refrain from speaking to or trying to gain the attention of their daughters during warm up or competition
- not enter the competition floor at any time
- **not use flash photography.** This is for the safety of the athletes during competition
- be prepared to accept and commend your daughter no matter what the result. Simply attending and completing a competition is a major accomplishment for your child
- try to look at the quality of the overall routine (straight legs, pointed toes, precision, etc.), and compare it to what they have done at previous competitions. Scoring may not always be the best indicator of your child's performance as judges see different things, and judge in different ways

## Competitive Uniforms

The level in which your daughter is competing, will determine the attire that will be required.

**JO 5 & up** - Bodysuit (3/4 length sleeve) (approx. \$150), and complete Tracksuit (approx. \$150)

**JO 1-4** - Bodysuit (short sleeved) (approx. \$75), complete tracksuit (approx. \$150)

Measurements will be taken in October/November and uniforms should arrive in December/early January. All payments must be received prior to the order being placed.

## Training Before & After a Meet

It is important that your daughter attend all practices prior to a competition. We understand that there are unavoidable circumstances at times, but please try your best to have your child be present as these practices are crucial to the preparation of the competition. Competitions that fall on training days will replace training. Training that occurs before and after a meet generally continue as usual unless the coaches inform you otherwise.

## Transportation

It is the parent's responsibility to arrange rides to and from competition venues. If you are unable to find transportation the competitive coordinator can help direct you to other families who are competing at the same time.

## Withdrawing from a Competition

Each competition has slightly different refund policies however generally within a month of the competition there will be no refunds given unless a medical note is provided. It is very important that if for some reason your child is unable to attend a competition, you must let the competitive coordinator know as soon as possible.

In addition, most competitions will hold a \$10-20 administrative fee on any refund. Wings Gymnastics will not refund any families until we have received the refund from the host club. This may take up to 4 weeks after the competition.

## Registration & Competitive Fees

Wings Gymnastics competitive training is based on a 10-month training commitment. The fee schedule is 10 equal payments due on the 15th of every month. This accounts for holidays and closures throughout the year, therefore refunds for any missed or cancelled training will not be considered for the competitive program.

If regularly scheduled training hours for the entire group changes on a regular basis, fees will be adjusted accordingly.

If an athlete chooses to train less hours than their assigned training group due to their own inability (e.g. scheduling conflicts), they are still expected to pay the rate based on that training group, since coaching is still being provided during those times.

*See Appendix 3 for fee structure*

***Welcome to a new year in the competitive program!***

## Appendix

### Appendix 1 - Group Training Days and Times

#### ***Kerry and Bianca's Groups (10.5 Hours)***

Tuesdays (5:30-8:30pm)

Thursdays (5:30-9:00pm)\*

Saturdays (1:30-6pm) \*\*

#### ***Jill's Group (6 hours)***

Tuesdays (5:30-8:30pm)

Saturday's (2-5pm)\*

***\*Saturday Practices will be at TAG Gymnastics 1611 Broadway St  
Suite 111, Port Coquitlam\****

***\*\* We will be having a trial period until the end of December for  
training until 9 pm on Thursdays. If we decide to continue there  
may be a fee increase for the additional 30 min.***