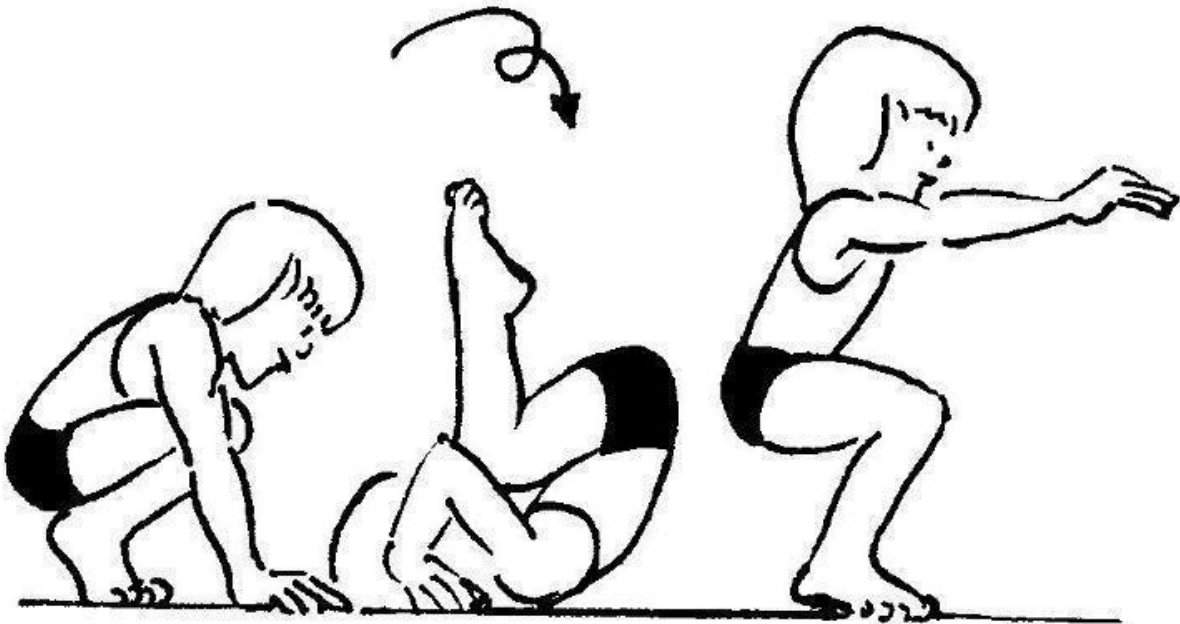


**Welcome to the
2024-2025
Recreational Gymnastics Season
at Canmore Illusions Gymnastics Club**



Addendums to Recreational Program Guide or its guiding policies and procedures may be made as needed to remain current and in accordance with the AGF and CIGC Bylaws and Policies as approved by the Board of Directors. The membership will be advised of these changes as they occur.

Club Information

In January 1994, CIGC's former head coach, Marti Przibislawsky, started an after-school gymnastics program at Elizabeth Rummel School. One year later, an advanced group from the after-school program formed a small pre-competitive group and used the gymnastics facility available at the Canmore Recreation Centre. In September 1996, a Parents Committee was formed and the club was registered under the Societies Act with the name Rocky Mountain Illusions Gymnastics Club. In 2000, the club changed its name to the Canmore Illusions Gymnastics Club. In 2015 the club had outgrown the facility and was able to move to its new location in the previous swimming pool space at the Canmore Recreation Centre.

The CIGC is a member of the Alberta Gymnastics Federation (AGF). AGF is the governing body for gymnastics in Alberta and comprises more than 100 member clubs. They provide a range of information and resources to recreational gymnasts, athletes, coaches and judges. Alberta Gymnastics Federation:

- Coordination of gymnastics activities that are provincial in nature, such as leadership development, the recreational development program and the competitive program.
- Provision of services to clubs (particularly services that would otherwise be unavailable to clubs).
- Provides insurance for clubs and membership.
- Safe Sport: Under the Gymnastics Canada (GCG) guidelines, AGF provides a safe sport agency. In as much, the AGF safe sport outlines behavior and expectations of all coaches and staff when working with youth to provide a safe environment for the children. CIGC follows and enforces all AGF safe sport guidelines. As a not for profit agency, the Alberta Gymnastics Federation believes in supporting the passion of these athletes to promote and strengthen gymnastics as both a recreational activity and a competitive sport in Alberta.

As a member of the AGF, all CIGC members must pay an annual, non-refundable fee to AGF. This fee is set by AGF and is determined based on the athlete's level. The CIGC will collect and remit this fee to AGF on behalf of its members. The AGF registration fee covers training from July 1 to June 30. If transferring from another Alberta club, proof of AGF Membership is required to avoid paying this fee twice.

SESSIONAL PROGRAMS

CIGC offers gymnastics classes in 3 sessions per year (Fall, Winter and Spring) for the following programs; Preschool, CanGym, Parkour and Trampoline. Athletes work towards mastering the skills and abilities to move through the levels of each program.

Preschool

Preschool classes are offered for children who work towards completing 4 levels, organized by age and set out by CIGC. Parent and Tot, Hotshots, Munchkins and Cubs. Participants register in the same class name per calendar year to progress with their developmental age group and prepare for the badge program after Kindergarten.

Parent and Tot (Born 2022)

This parented class will be filled with songs, games, swings and springs! As an introduction to instructed gymnastics, parents are required to participate in the class.

Hotshots (Born 2021)

An introduction to structured non-parented gymnastics. Play, roll, games and lots of fun! Parents are required to stay in the lobby and participate as needed.

Munchkins (Born 2020)

Through games and activities, preschoolers learn the basics of gymnastics. Motor development, skill instruction and being part of a group become the focus.

Cubs (Kindergarten)

Participants will learn the basics of gymnastics including swings, springs, landings, locomotions and rotations. This one hour long class will prepare for the badge program CANGym.

Elite Petite (Born 2020)

An advanced preschool class focused on preparing little ones who are ready for more! Entrance by invitation or evaluation only. Class is two times per week for 1.5 hours.

CANGym

CanGym is Canada's nationwide Badge Program for ages 5 years and above. Skills on all gymnastics apparatus and the fundamental movement patterns (FMP's) are evaluated. At the end of each session, participants receive a certificate indicating the badge they have achieved. In order to pass a particular badge, each child must master all the skills before moving on.

Burgundy, Red, Tan, Bronze, Purple, Turquoise, Silver, Orange, Yellow, Green, Gold.

Beginner (ages 6-8)

Burgundy and Red Badges

An introductory class for school aged children. Suitable for newcomers to gymnastics, participants learn the basics of the sport in the beginner badge levels Burgundy and Red. Class is one hour in length and includes warm-up, skill instruction and cool down.

Intermediate (ages 6+)

Tan and Bronze Badges

An intermediate class for beginners who have passed the Red Badge. Participants begin to build on existing skills and focus on cartwheels and handstands. The intermediate badge levels Tan and Bronze begin to focus more on handstands, cartwheels, landings, coordination and proper positions.

Advanced (Ages 7+)

Purple, Blue, Turquoise+ Badges

An advanced class for athletes who have passed their Bronze Badge. Classes run 2 days per week. Participants build their strength through various exercises to help increase their skill development. Prior gymnastics experience or an evaluation is required. Groups are based on badge level completion and new skills are introduced.

Trampoline (8+)

Through strength and flexibility building and by using drills to break down skills, athletes progress at their own rate and learn the skills in Fundamentals and Trampoline disciplines. Athletes and coaches set individual goals while following proper basic drills for landings and safety.

Parkour (8+)

Parkour Introduction (8-15 years)

For boys and girls who want to learn “free running”. Participants train agility and parkour specific skills while they work through the different levels set by their coach. For new athletes that have recently joined the program and/or for athletes that are coming back from previous sessions.

Parkour Intermediate (8+-15 years)

For athletes that have passed the beginner level and/or for athletes that are coming back from previous sessions. Once the skills of the beginner class have been mastered participants are ready to move into intermediate.

Parkour Advanced (8-15 years)

Ready for flips! Once all intermediate skills are mastered boys and girls move in the advanced parkour where they begin to learn drills, and safety for flipping upside down as well as further physical preparation for more advanced parkour skills.

10 MONTH PROGRAMS

Interclub

By invitation or evaluation only and for advanced recreational gymnasts who are interested in learning routines and performing their skills at “fun meets”. By invitation or evaluation only and based on Blue badge level and up. Athletes practice twice per week. **A 10 month commitment, grocery card fundraising purchase and 10 annual volunteer hours are required to participate. Classes will follow the recreational calendar. Club training suits and meet registration fees are invoiced separately.**

DROP-IN PROGRAMS

CIGC offers drop-ins for every age! Punch Cards are available for purchase at a discounted rate and are current for the fiscal year from July to June annually.

Little Tot Drop In (ages 4 and under)

One hour drop in for tots and their caregivers. Unstructured free play in the gym with a variety of preschool equipment. Adults must stay within arms reach of their child/ren at all times.

School aged Drop In (ages 5 to 12)

Drop-in for free play for 1.5 hours. Unstructured with certified coach supervision. Children will have the opportunity to practice their skills, use the trampoline and play with their friends in an open gym environment.

Teen/Adult Drop In (ages 13+)

A drop in for ages 13 years of age and up. Unstructured gym time with access to our gymnastics equipment. This is a great way to spend some time with your friends! Certified coach available to ensure your time is safe and supervised.

Family Drop In (all ages)

Come and play with your family and friends in this interactive, social and educational environment. Coach supervised free time in the gym. Parents/Caregivers 18 years + must be present in the gym at all times. 1 adult per 3 children ratio maximum. Children under 4 must be within arms reach of their child. All participants must sign a waiver.

BIRTHDAY PARTIES

There will be games played, gymnastics skills learned and fun time in the foam pit! Birthday party goers will experience instructed gymnastics time, free play and time in the party room for food, cake and presents! Access to the birthday party room is available 15 minutes prior to the party and for the duration of the party.

Party Price: 250\$ plus 25\$ AFG Insurance Maximum of 15 children

Party Times: Please see Uplifter calendar

Register via <https://canmoregymnastics.uplifterinc.com/registration>

CIGC does not provide decorations or eating utensils.



PD CAMPS and DAY CAMPS

When the kids are out of school CIGC offers Camps for school aged children from 9am-4pm, Half Day Camps for preschool aged children and Half Day Camps on PD days! Camps include games for learning, skills training, event practice, arts & crafts and outdoor activities. Certified gymnastics coaches will lead participants through scheduled fun activities throughout the day. Before and after care may be offered depending on coach availability. Groups are formed by age group and the number of registered participants.

Available camps:

- Summer Camps July-August
- Holiday Camps December/January
- Spring Camps April
- PD Camps in line with CRPS

Gym Rules

Look before you leap! For a safe and positive experience, these are the rules at CIGC:

- Group leaders are responsible for the conduct of their group and must adhere to the following rules of the gym
- All participants are to wait in the lobby to be called into the gym by the coach, where drop-off and pick-up will occur. No use of equipment without permission or direct supervision of the coach
- In registered programs, participants must remain with their group at all times. Coaches must be notified of the need to leave class for any reason.
- No shoes or socks in the gym. Bare feet only.
- No jeans. Proper attire must be worn (shorts and t-shirts are acceptable).
- No jewelry. Leave valuables at home. CIGC is not responsible for lost or stolen property
- No gum, food or drinks except water are allowed in the gymnasium
- Hair must be tied back
- No rough play
- Wash hands after bathroom use
- Plantar warts must be taped on feet and hands
- CIGC is a nut-free facility. We have some members with life threatening allergies.
- **Allergies/medical conditions:** If required to carry medication, advise the coach and keep medication labeled and in a designated spot. (Epi-Pens, inhalers, medical alert bracelets, etc)
- Parents are asked to watch classes from the viewing area outside the office. If a parent has a message for their child, they are asked to relay the message through a staff member. Parents should always receive permission to enter the gym from a staff member to help keep athletes focused on their training.

2024-2025 Recreational Calendar

FALL Session

September 2	Labor Day GYM CLOSED
September 3	First Day of Classes
September 30	Truth and Reconciliation Day GYM CLOSED
October 12-14	Thanksgiving Weekend GYM CLOSED
October 24-31	Halloween Week - Costume Day
November 11	Remembrance Day GYM CLOSED
November 12	Registration Day for Winter Session and Holiday Camps
December 21	Last Day Fall Session
December 22- Jan 5	No Classes, Drop-ins or Birthday Parties
December 27	Kids Night Out
January 3	Kids Night Out

WINTER Session

January 6	First Day Winter Session
February 17	Family Day GYM CLOSED
March 4	Registration Day for Spring Session and Spring Camps
April 11	Last Day Winter Session
April 12-May 5	No Classes, Drop-ins or Birthday Parties
April 14-17	Spring Break Camp 1
April 18	Good Friday, Easter Weekend GYM CLOSED
April 21-25	Spring Break Camp 2
April 27	Fun Meet
May 1-4	Summit Invitational

SPRING Session

May 6	First Day Spring Session
May 6	Registration Day for Summer Camps
May 17-19	May Long Weekend GYM CLOSED
May 20-26	Summit Invitational No classes, Birthdays or Drop-ins
June 21	Last day Spring Session
June 22	Year End

POLICIES

Registration Policy

- Ways to register: <https://canmoregymnastics.uplifterinc.com/registration>
- \$30 NSF charges apply to all declined transactions
- Late registrations, if available, will be accepted and prorated
- No new registrations accepted after 50% of class completion
- Schedule is subject to change. Classes run pending enrollment and coach availability
- Make-up classes are provided if CIGC cancels a class due to unsuitable practice conditions or unforeseen circumstances
- No refunds are given for missed practices by participants

Refund Policy

All refunds are subject to a \$30.00 administration fee. Refund and credit requests are to be made in writing to the Club Manager.

- 1) Voluntary withdrawal **for per session programs:** There is a one-week grace period in which the child is entitled to a full class refund or credit. Refund/credit requests made after one week of the start of the program:
 - a) In the case that a replacement participant can fill the spot, a gym credit for the remaining weeks may be granted. The credit will exclude the class cost for the first and second classes.
 - b) In the case that the spot cannot be filled by a replacement participant, there will be no credit or refund.
- 2) Voluntary withdrawal **for year long programs (Interclub and Elite Parkour):** In the case of a voluntary withdrawal the participant will be responsible for 1 additional month's payment of training fees beginning on the 1st of the month preceding the date of withdrawal received by the Club Manager.
 - a) If the withdrawal request is received on April 10, the participant will be responsible for April and May monthly training fees.
 - b) If the withdrawal is received by December 1, the participant will be responsible for December monthly training fees.
- 3) Involuntary withdrawal: A refund or credit may be given for involuntary withdrawal from the program for the remainder of the session due to injury, illness, behavior protocol, etc. A medical note is required for all withdrawals due to medical reasons.
- 4) Additional Programs (camps, birthday parties and other):

-
- a) Withdrawals must be received **10 days** prior to the start date of the camp to be eligible for a full refund or credit on account. No CREDIT OR REFUND are given for withdrawals occurring 9 days prior to the start of the camp. Please keep your child home if they are sick. If your child is unable to participate due to illness or COVID-19 please contact the office.
 - b) Camp, user group and birthday fees may be refunded or given credit if the participant withdrawals involuntarily.

FINANCIAL ASSISTANCE FORM

The club endeavors to provide gymnastics to all athletes. Alternative sources of funding may be available. Please contact the office if interested in learning more about these resources. There are a number of grants, a variety of funding programs and other support we can access.

VOLUNTEERING AND FUNDRAISING (Athletes in Interclub)

Volunteers play an integral role in helping to maintain and run CIGC. Throughout the year an online document will be sent out to each family with volunteer opportunities for the season. Opportunities include but are not limited to: sitting on the CIGC Board of Directors, sitting on one or more of CIGC's committees, cleaning, maintenance, Summit, attending the Annual General Meeting in the Fall, helping with fundraising events and helping with seasonal shows.

10 volunteer hours required

Maximum hours per family 40 volunteer hours

Upon registration, acceptance of the *volunteer commitment* will be required. Any volunteer hours that were not performed throughout the year will be charged at a rate of \$30 per hour. In situations of withdrawal (voluntary or involuntary), the number of volunteer hours owed to the club will be prorated according to the number of weeks the athlete participated in the program.

CIGC is a member-funded organization that strives to provide the best possible programming for the lowest price. CIGC seeks additional sources of revenue, such as fundraising, to keep costs down. Throughout the year a number of fundraising campaigns will be made available for members to raise funds for special projects or help reduce training fees.

Grocery Cards

Athletes in Interclub and Elite Parkour will be required to purchase a minimum value of grocery cards for the year from September to June with the option to purchase a larger amount of grocery cards and receive a discount on annual fees. Credits to accounts will be posted by May 1 to ensure the program registration is fulfilled in its entirety. Grocery cards will be available from Save-On-Foods and handed out monthly.

Grocery Card Purchase Options:

- Option 1: Opt-out and pay \$150.00/athlete OR \$200/family at the time of registration. No grocery cards will be given and your fundraising requirement will be fulfilled.
- Option 2: Opt-in and accept a pre authorized purchase of grocery cards for \$150/athlete OR \$200/family each month.
- Option 3: Opt-in and accept a pre authorized purchase of grocery cards for \$300/athlete OR \$350/family each month and receive a **75\$ credit** on your account.
- Option 4: Opt-in and accept a pre authorized purchase of grocery cards for \$500/athlete OR family each month and receive a **200\$** credit on your account.

BEHAVIORAL PROTOCOL

The following is the recommended disciplinary protocol for unacceptable behavior in a single class; however, it is the coach's discretion as to the appropriate level of discipline required.

1. Verbal warning
2. Time out from class
3. Parents phone to pick up their child and
4. Class suspension (without reimbursement of fees)

The coach may fill out a Behavioral Incident Report following the class. Upon completion, the coach will provide a copy or the report to the parent.

Removal from a Program

CIGC commits to the participant and his/or family for the gymnastics session. However, the Program Director and Club Manager have the right to remove a participant from the program at any time during the season if the following conditions:

- If the appropriate Program Director in his/her discretion feels that the child's temperament, development or skills level prevents the participant from meeting the requirements of the program
- If the conduct of the child or his/her parents are disruptive or disrespectful to the club or other participants
- If the fees are in arrears
- If the participant receives 3 Behavioral Incident Report Forms

If the above situation(s) occur at any time, protocol is as follows:

- 1) A 1st warning in writing to the individual from the appropriate Program Director.
- 2) If unresolved, a 2nd written warning to the individual from the Club Manager.
- 3) If unresolved, removal from the program.

DROP OFF/PICK UP POLICY

- Please be on time for the start of class. Warm-up is an important part of all programs.
- Guardians must ensure that gymnasts are dropped off and picked up inside the building at the front entrance of the gymnasium.
- CIGC staff cannot supervise children before or after their class. Please remain with your child until their program begins and arrange pick up for the time their class is over.

COMPLAINTS

Coaches have the responsibility to provide a safe environment for their athletes. Parents have the right to speak with the coach or CIGC management if they have questions or concerns about their child's gymnastics practice. CIGC endeavors to run the club to the best of their ability, however, the club is unable to foresee every problem that may occur. Please do not let a concern go unaddressed or assume it cannot be resolved. Parents/Guardians must follow the outlined steps below:

- 1) Request a meeting, in writing, with the Coach.
- 2) Request a meeting, in writing, with the Program Director.
- 3) Request a meeting, in writing, with the Club Manager.

PRIVACY POLICY

When registering for a CIGC Recreational program, the personal information collected may be shared within the CIGC and with the AGF for registration and emergency purposes. This information may also be used for insurance claim purposes with the Town of Canmore.



**CANMORE
ILLUSIONS
GYMNASTICS
CLUB**

RECREATIONAL PROGRAM GUIDE 2024-2025
