



ACADEMY RULES FOR PARENTS AND GUARDIANS

Who we are: we are J'amies Gymnastics Academy Ltd, a private company registered in England, company number 09029054, registered address at Unit A3, Peills Courtyard, Bourne Road, Bromley, England BR2 9NS ("JGA" or "we" "us" and "our").

These Rules, together with our terms and conditions (the "Terms") and our online policies (link) set out the rules and agreement between us, you should read them carefully prior to any purchases and or enrolments.

1. YOUR RESPONSIBILITIES

- 1.1. You must ensure that you and your child comply with these Terms and all rules as notified to you from time to time.
- 1.2. The information set out at time of registration (whether or not completed and/or signed by the parent/guardian) is to be accurate in all respects and the parent/guardian will notify JGA of any change in such information immediately.
- 1.3. **Classes and Ages:** It is the parent/guardian's responsibility to review the class schedules regularly to ensure the child is enrolled in the correct class for their age.
- 1.4. **Toilet Requirements:** With the exception of our parent and child classes, all children are to be toilet trained prior to starting any independent gymnastics classes or holiday activities at JGA.

2. OUR RULES ABOUT CLASSES AND ATTENDANCE

- 2.1. **Arrival and Pick up of Classes:** Students must arrive 5 minutes prior to the class start time (not applicable for classes straight after school where the student comes directly to the hall from their classroom).
- 2.2. Students must be collected on time. Please inform head office if you know you will be late picking up your student. If students are collected later than the designated collection time, late fees may apply.
- 2.3. It is possible that a student will not be allowed to participate in their class if they arrive 15 minutes late or more. This is to prevent injury through not warming up, and to avoid class disruption.
- 2.4. **Arrival and dismissal.** For a student enrolled at a school club JGA will follow the entry and dismissal guidelines provided in writing by the school.
 - 2.4.1. A student must leave their shoes and clothing with their parent/guardian or outside the gym in the labelled bins.
 - 2.4.2. The student(s) should be instructed to wait inside the building or at the designated point and you should escort them from the building to your car. During peak times car parks can be crowded. Please take into consideration that our students may include young children. Please drive slowly and carefully. Do not take a chance on your student running to and from your car. JGA only authorise students to leave a class independently if JGA have a signed permission form from a parent/guardian. It is the parent/guardian(s) responsibility to update any changes in writing to JGA should this change; failing this the original permission form will take effect.
- 2.5. **Viewing:**
 - 2.5.1. It is essential that we work in partnership with parents/guardians with regards to classes. JGA will always welcome parents/guardians who wish to observe, and in the case of new or potential members encourage them to view a session and remain with their child until the child is happy to be left. At our facilities there is a slight logistical problem in providing a suitable area for viewing as the viewing windows/doors are fire exits and these cannot be blocked by parents crowding, and the passage way must be kept clear from any obstruction. We cannot designate a small area of the gym for viewing due to the size and the health and safety ratio regulations.



3. STUDENT HEALTH & SAFETY

3.1. Medical Conditions

- 3.1.1.** Any medical information/Important information that may be relevant to a child's participation must be supplied in writing upon registration through the parent portal. It is the responsibility of the parent/guardian to update this information accordingly.
- 3.1.2.** JGA are unable to administer any form of **Epi Pen** or the like. In the event of a student being a epi pen carrier, a parent/guardian must remain on site at all times and be readily available to administer should the need arise.
- 3.1.3.** If a child has Cystic Fibrosis you agree to inform us in writing, and you must have received written confirmation from us prior to any classes being participated in. This is due to the risks involved with current CF students.
- 3.1.4.** In order to safeguard the participation of gymnasts with Down's Syndrome, British Gymnastics has adopted an atlanto-axial instability screening policy for all gymnasts with Down's Syndrome. JGA are unable to allow any participation prior to this screening taking place.
- 3.1.5.** Should a student be withdrawn from JGA classes and activities due to a medical reason, the parent/guardian must provide written consent to return.

3.2. Food

- 3.2.1.** No Food is permitted in the gymnasium and any time. With the exception of holiday activities and birthday parties.
- 3.2.2.** No nuts are permitted.

3.3. Safety

- 3.3.1.** It is the parent/guardian(s) responsibility to ensure their student is safe when outside of the designated gymnastics area where the student is taking part in classes, this is inclusive of but not limited to; car park, lobby's, waiting areas, toilets, changing rooms, corridors. All children will register with the coach in the class on arrival.

3.4. Clothing and jewellery:

- 3.4.1.** Students should wear comfortable sports clothing to allow freedom of movement while at the same time not being too open, loose or floppy for safety reasons. If a student does not turn up in the correct gymnastics attire then the student will be unable to participate.
- 3.4.2.** The wearing of clothing with buckles clasps and raised adornments are dangerous and are not permitted. All long hair must be tied back securely with an elastic hair band. Long fingernails present a risk, and must be kept short.
- 3.4.3.** It is forbidden to wear jewellery and adornments of any description in the gymnasium. This includes parents and guardians. Failure to conform will prohibit your student's participation on the grounds of reasonable safety, and may render the students insurance as invalid should an accident result from noncompliance. In the instance where ears have been freshly pierced, micropore tape must be worn and provided by the parent/guardian.
- 3.4.4.** Students must be aware of the risks associated with wearing spectacles and must be encouraged to use secure straps or wear contact lenses.
- 3.4.5.** Any person entering a JGA class must be barefoot or wear gymnastics shoes during training unless there are any medical reasons, which should be discussed with the coach in charge of the child's class before participating.
- 3.4.6.** Sensitivity to religious beliefs should be afforded with regards to the dress code but safety is paramount and any clothing that is considered by the coach to be a safety hazard should be changed or participation may be prohibited. Any concessions on dress must be within the bounds of reasonable safety.