



# WARRINGTON

## Gymnastics Club

*For happy, healthy children*  
Encouraging young people to stay active and fit through gymnastics



**Member's  
Handbook**



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Throughout this handbook, relevant WGC policies may apply to the information provided. Please visit our policies page on our website to view or download WGC policies:



## ABOUT WGC

Welcome to the Warrington Gymnastics Club (WGC) community!

Our mission is to create a positive and supportive environment where children can thrive, develop their skills, and grow as individuals. The focus is not solely on 'winning' but on the journey and learning important life lessons that will help the gymnasts grow into well rounded individuals. We believe gymnastics is for everyone! Our classes are structured to accommodate a wide range of abilities and ages, from beginners to national level competitors.

As a voluntary organisation, WGC is driven by our core values to support our community. The club is not privately owned and belongs to you - our members. What this means is that any surplus funds are reinvested back into the club to support ongoing facility upgrades, enhance our coaching and judge education programmes, and provide better resources and opportunities for our gymnasts. This helps ensure that your child has access to top-tier training and that our facilities are always evolving to meet the needs of our growing community.

At WGC, we're more than just a place to practice gymnastics, we're a community that celebrates achievement, personal growth, and the benefits of sport. We are excited to be part of your child's gymnastics journey and look forward to helping them reach their full potential!

## OUR ETHOS

At WGC, we believe that the foundation of a successful gymnast is a **happy, healthy child.**

Our ethos focuses on ensuring that **every** gymnast **enjoys** their journey while developing the skills, confidence, and mindset needed to reach their full potential.

We place a strong emphasis on creating a positive, supportive environment where children feel safe, valued, and happy. We believe that gymnastics should be fun, engaging, and fulfilling, and we are committed to maintaining a balance between hard work and enjoyment.

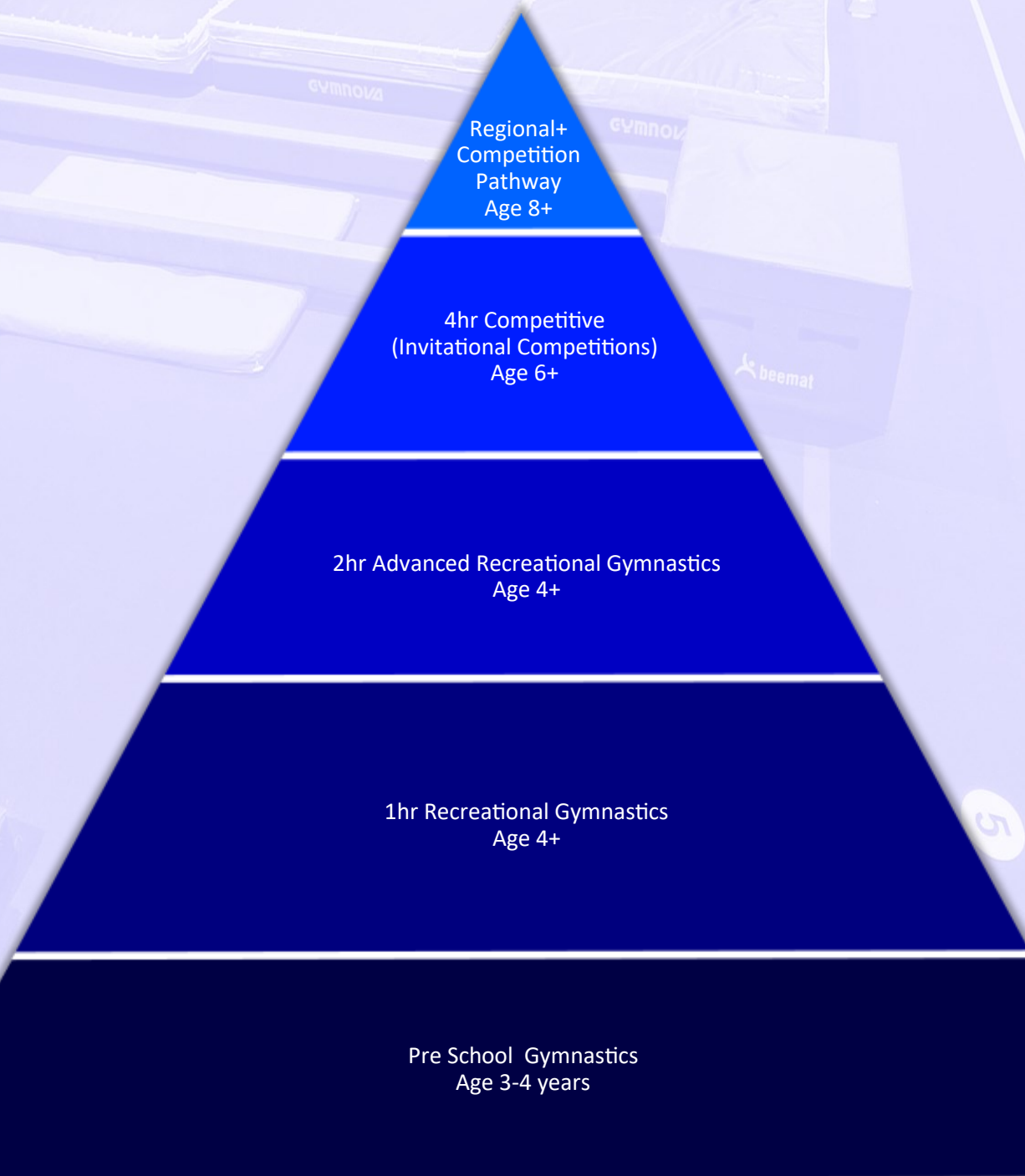
While we are dedicated to helping our gymnasts achieve their goals, we understand that success goes beyond medals and trophies. **Happy, healthy children** are our priority, and we focus on developing mental well-being, emotional resilience, and physical health alongside athletic skill. Gymnastics can be challenging, but we ensure that children feel supported, encouraged, and confident in their abilities, creating a healthy mindset for both competition and everyday life.



# OUR GYMNASTICS PROGRAMME

At WGC, we offer a comprehensive gymnastics programme that supports every stage of a child's development. Starting with Pre-School classes, children will develop through the Recreational programme, and have the opportunity to progress to our foundation/competitive groups. Whatever your child's goals, we aim to provide a supportive environment to help them grow and thrive in the sport.

## WGC Structure of Gymnastics





## **Pre School**

Our structured Pre School sessions, for children aged 3-4yrs, are designed to introduce young children to the world of gymnastics in a fun and supportive environment. Each 45 minute session takes place in a dedicated room tailored to meet the needs of young learners, where they explore different themes and develop key movement fundamentals. These classes focus on building coordination, balance, and flexibility, while also fostering confidence and social skills. The goal is to prepare children for a smooth transition into our Recreational classes, where they can continue to grow and develop their gymnastics abilities.

### **1 Hour Beginner Gymnastics: age 4+**

Our Recreational Programme offers a fun and structured environment for gymnasts to develop their skills and love for the sport. Sessions are 1 hour long and are divided into three age groups: 4-5, 6-8, and 9+. During these sessions, gymnasts focus on building a strong foundation in gymnastics, learning basic skills, and developing an understanding of "how to train" effectively. They also have the opportunity to take part in our GYMSTAR Awards, earning badges through assessments, as well as showcasing their progress at our annual club championships.

### **2 Hour Advanced Recreational Gymnastics: age 4+**

For those showing promise and a keen interest in advancing their gymnastics, there is the potential to be selected for our Advanced Recreational Sessions, which are 2 hours long. In these sessions, gymnasts refine their techniques, learn more advanced skills, and may compete in invitational competitions, including the Hannah Whelan Invitational and our Club Championships.

### **4 hour Advanced Recreational Gymnastics: age 5+**

Our 4 hour groups are designed for gymnasts who are dedicated to advancing to a higher level of competition. These athletes participate in both in-house and invitational floor and vault competitions. Gymnasts are selected for these groups based on their work ethic, ability to understand and implement corrections, and their skill level.

### **Tumbling: age 5+**

We have options from beginner 1 hour tumbling classes up to competitive tumbling squads training 4 hours. These classes focus on the different aspects of tumbling, including rebound and trampoline.

### **Gymfusion: age 6+**

Gymfusion gives gymnasts the opportunity to show off their skills and talents as part of a team in a friendly, fun and non-competitive environment. Gymnasts perform a dance routine which includes acrobatics, teamwork and tumbling. Our Gymfusion team perform at local and national events, hosted by British Gymnastics.



## Attire & Training Essentials

In the interest of the safety of the gymnasts we ask that parents/carers please ensure the gymnasts come dressed accordingly and prepared for their training sessions. This includes wearing suitable clothing appropriate for the temperature and weather conditions.

### Summer Training Conditions Clothing & Equipment

- Short sleeved leotard OR appropriate sports crop top with thick straps & shorts
- Tshirt & shorts. leggings
- Trainers & socks
- Plenty to drink
- Snack(s)
- Hair tied back neatly – ponytail/ plait should not be able to touch the eyes
- Earrings out (preferably) or taped if

### Winter Training Conditions Clothing & Equipment

- Short sleeved / long sleeved leotard (preferably not crop top & shorts)
- Outer layers such as leggings, long sleeved tops & jacket
- Trainers & socks
- Plenty to drink
- Hair tied back neatly– ponytail/ plait should not be able to touch the eyes
- Earrings out (preferably) or taped if newly pierced

During the colder winter weather, we ask that the gymnasts arrive to training fully dressed wearing outer layers such as leggings/joggers and long-sleeved tops/jackets as this can help maximise their warmup and training performance. Following a training session, wearing warm clothing also helps to assist with the benefits of training and muscle recovery. We ask that gymnasts please DO NOT wear ONLY oversized 'Oodies' over the top of their leotard as these are not appropriate to warmup/train in.

**Please note:** Following their warm up gymnasts will not be permitted to train in hoodies.

## What can recreational gymnastics lead to?

Recreational gymnastics can serve as a stepping stone to more competitive opportunities. Gymnasts who display the physical abilities, mental resilience, and dedication needed for higher-level training may be invited to join our Competitive Programme. This pathway offers increased training hours, from 4 to 23.5 hours per week, and the chance to compete at Regional, National, and potentially International levels.

The WGC Recreational Programme is an excellent starting point for gymnasts of all levels to discover their potential and pursue their gymnastics journey. We hold open trials throughout the year, and are consistently assessing progress and potential during the sessions. Dates and how to book onto trials will be communicated via email.



## GYMSTAR Award Scheme

The WGC GYMSTAR Award Scheme is a progressive gymnastics programme designed to help gymnasts develop their skills in a structured and challenging way. The badges start with our youngest Pre School gymnasts and work all the way up to our Bronze Silver & Gold awards!

Our 3 levels for Pre School age children (3-4) are: **Little Stars, Shining Stars, & Super Stars**

For our 1 hour and younger 2 hour gymnasts, they will start at level 8 and work their way up to level 1, with each level consisting of a series of exercises and movements performed on the floor area, along with a vault. Once gymnasts have progressed through the levels, they will move onto our bronze silver and gold awards

The GYMSTAR scheme provides a clear path for improvement, with each level offering a sense of achievement and motivation to keep progressing toward the next milestone. Gymnasts will have the opportunity to progress through the award scheme at our badge assessment events, as well as our annual Club Championships.

## WHAT ELSE DO WE OFFER?

### Gym Dots ages 0-3

Gym Dots sessions at Warrington Gymnastics Club are 1 hour parent and child classes filled with fun and exciting activities! With lots of engaging equipment to explore, these sessions allow children and their parents to learn new skills, build confidence, and enjoy quality time together in a playful, supportive environment. Perfect for little ones to get active and start their gymnastics journey!

### Adult Gym ages 16+

We offer adult gym classes for former gymnasts and friends of the club. These structured 1 hour sessions, held twice a month on Tuesdays, provide a fantastic opportunity to stay fit, refine skills, and reconnect with the sport in a fun, supportive environment. Whether you're looking to improve flexibility, strength, or simply enjoy some exercise, these classes are designed for all levels. Join us and relive the thrill of gymnastics in a relaxed and welcoming atmosphere!

### Birthday Parties

Children will have a blast with our qualified coaches, exploring all our gymnastics equipment, including foam pits, bars and trampolines. Your party will enjoy exclusive use of our facilities in either the Recreational or Performance Centre. The 1 hour gym session begins with a fun warm-up game, followed by coach-assisted activities on the equipment, and finishes with 30 minutes in our café/party area for refreshments. You provide the food, drink, cake, and party bags, we will handle the equipment, coaches, and fun! Members benefit from a discounted price

### Holiday Camps

Our holiday camps offer full-day and half-day options, with an additional breakfast club available. These camps provide gymnasts with the opportunity to develop new skills, enjoy a variety of activities, and make new friends in a fun and supportive environment. They are designed to cater to all levels of ability, ensuring an engaging experience for everyone. Bookings can be made through our website, please see events calendar for camp dates.



# EVENTS AT WGC

Throughout the year, WGC hosts a variety of events where your child can showcase their skills, have fun, and make lasting memories. These events are not only great for the kids, but they also serve as important fundraisers, helping the club continue to grow and offer high-quality coaching and facilities. We encourage you to get involved and make the most of these exciting opportunities!

Here are the main events we host at WGC

- **Club Championships**
- **WGC GYMSTAR Badge Assessments**
- **Christmas Shows**

In order to secure your child’s space at any of our events, you **must** register them via the link provided in the email.

Any impact on your child’s normal scheduled sessions have been factored into your child’s fee’s. For more information on this, please see the section titled ‘Fee’s & Payment terms’

We also aim to host a range of social events and celebrations throughout the year, such as Halloween and Christmas parties.

## Competition Kit

### WGC Club Championships Recommended Kit

Short sleeved WGC leotard  
Or  
Royal blue leotard/ T-shirt and shorts  
for boys

### Invitational Competitions Required Kit

Short Or long sleeved WGC leotard  
WGC royal blue zipped hoody  
Or  
WGC royal blue competition jacket  
Black WGC leggings

Details of how to order WGC kit can be found on our website.

## Photographs and/or Videos

Please be aware that when entering your child for an event or competition at WGC, it is with the understanding that they may be photographed and/or recorded during the event to be used for marketing purposes by WGC. For WGC’s privacy policy please visit <https://www.warringtongymnastics.co.uk/club-policies>

## Events Calendar

Event dates are shown on the club calendar that can be found on our website under member info/ downloads section <https://www.warringtongymnastics.co.uk/downloads>

Please note: A gymnast’s ‘competition age’ is determined by the age they will be at the end of the calendar year, i.e. their age on December 31<sup>st</sup> of that year.





# INVITATIONAL COMPETITIONS

For gymnasts entered into competitions such as the Hannah Whelan Invitational, please see below for some important information (this information is for gymnasts training 2+ hours per week).

- On competition day, gymnasts must arrive at least **30 minutes** prior to the registration closing.
- Gymnasts should arrive ready for the competition, with hair tied up neatly, no jewellery and wearing the appropriate kit & leotard. (kit requirements vary, the club will let you know what your gymnasts needs depending on the competition entered)
- Competition fees **must** be paid for before the deadline given by WGC. Failure to meet the deadline will result in the gymnast not being entered for the competition (please see fee's & payment terms on page 16)
- At competitions, we ask that parents respect the focus and concentration of the gymnasts. Please refrain from communicating with your child while they are on the competition floor, as this can be distracting and affect their performance.
- With competition preparation to consider, a gymnast missing sessions in the 4 weeks before a competition can negatively impact both safety and performance. Therefore, if a gymnast misses more than a few days of training during this period, they will not be considered for entry into the competition. Please see the events calendar (link above) for the holiday cut off dates.
- Gymnasts should be mindful that while attending competitions they are representing the club as ambassadors. They are therefore expected to be polite, respectful and supportive to all participants and officials in line with our codes of conduct.

# VOLUNTEERING & FUNDRAISING

Our volunteers are **invaluable** in helping us run successful fund-raising events. As a non-for-profit organisation all the money raised from the events go straight back into the club to ensure a continued commitment to development of the club facilities, staff development and additional opportunities for the gymnasts.

Throughout the year WGC hold a number of fund-raising events both internally and externally. These include:

Hannah Whelan 2-piece Invitational  
Hannah Whelan 4-piece Invitational  
WGC Club Championships  
WGC GYMSTAR Assessments  
Christmas Shows

If you would like to find out more information about how you can help, whether it be handyman jobs, judging or coaching, please contact [info@warringtongymnastics.co.uk](mailto:info@warringtongymnastics.co.uk)

# 5Cs



The 5Cs is a mental skills programme that rewards specific behaviours that will help your child to develop in sport and in life. We have borrowed and adapted a model from academy football (invented by Chris Harwood) that helps to develop sporting characteristics in a child friendly way. We implement this into our recreational programme as a way to further support our club mission of creating **'happy, healthy children.'**

The 5Cs: **Commitment, Communication, Concentration, Control** and **Confidence** have been selected for an easy way to identify and reward positive behaviours. Any gymnasts that shows the behaviours of the 5Cs within their session will be recognised with a certificate to take home.

Below are some examples of the behaviours of the 5Cs and how your child may use them within their gymnastic session.

## WGC'S 5Cs Recreational Centre

THE 5 ESSENTIAL MENTAL SKILLS FOR GYMNASTS

COMMITMENT	COMMUNICATION	CONCENTRATION	CONTROL	CONFIDENCE
When do you put <b>effort</b> in?	How do you <b>interact</b> with others?	What do you <b>focus</b> on?	How do you deal with your <b>emotions</b> ?	How much do you <b>believe</b> in yourself?
<ul style="list-style-type: none"> <li>-Trying for the whole session</li> <li>-Putting effort in</li> <li>-Working hard</li> <li>-Not giving up</li> <li>-Being ready</li> <li>-Having a go at something new</li> <li>-Helping others to set up</li> </ul>	<ul style="list-style-type: none"> <li>-Looking when people are talking</li> <li>-Showing that you are listening</li> <li>-Speaking kindly</li> <li>-Asking for help</li> <li>-Helping others</li> <li>-Supporting each other</li> </ul>	<ul style="list-style-type: none"> <li>-Being ready</li> <li>-Trying to improve</li> <li>-Avoiding distractions</li> <li>-Getting on with your station</li> <li>-Trying to 'feel' or 'think' about technique</li> </ul>	<ul style="list-style-type: none"> <li>-Sharing with others and taking turns</li> <li>-Deliberately Speeding up or slowing down</li> <li>-Working hard for every coach</li> <li>-Trying again after a setback or if you are worried</li> </ul>	<ul style="list-style-type: none"> <li>-Trusting yourself and your coaches</li> <li>-Reflecting on challenges and improvements</li> <li>-Helping a coach or a team mate</li> <li>-Learning your strengths and weaknesses</li> </ul>



## OUR STAFF

All staff members at WGC hold current and up to date British Gymnastics membership, DBS and Safeguarding certificates.

### Senior Management Team

Mandi Mellor - Operations Manager  
[info@warringtongymnastics.co.uk](mailto:info@warringtongymnastics.co.uk)

Kim Payton – Recreational Centre Manager  
[kim@warringtongymnastics.co.uk](mailto:kim@warringtongymnastics.co.uk)

Sophie Whelan - Head Coach

Hannah Whelan – Assistant Head Coach

Jan Heaton – Welfare Officer  
[welfare@warringtongymnastics.co.uk](mailto:welfare@warringtongymnastics.co.uk)

## LEADERSHIP ACADEMY

### Young Leaders

At WGC, our Young Leaders support coaches and gymnasts in both the Performance and Recreational Centres, easily identified by their blue kits. The WGC Young Leaders programme offers a clear pathway for young people to develop as leaders within the club and beyond. It introduces them to various roles in gymnastics, helping them identify their strengths and passions while encouraging long-term involvement in the sport. This fosters a larger, stronger workforce for the future. The programme is open to members aged 11 and above.

### Demonstrators

At WGC, Demonstrators assist coaches by showcasing the skills and behaviours expected from our gymnasts. Their role includes helping with boxes, supporting warm-ups, demonstrating stations, handing out stickers, guiding gymnasts to the exit, and, most importantly, maintaining a positive, friendly, and supportive attitude for both gymnasts and coaches. This position serves as the first step in our Young Leaders programme. You'll recognise Demonstrators by their red kit.

Both the Young Leaders programme and the Demonstrators are co-ordinated by Jan Heaton (Welfare Officer) and Kim Payton (Recreational Centre Manager). If you have any questions or require more information regarding our Young Leaders programme or Demonstrators, please contact us via email [leadership@warringtongymnastics.co.uk](mailto:leadership@warringtongymnastics.co.uk)

# COMMUNICATION



At Warrington Gymnastics Club, we have an open-door policy and understand that, on occasion, you may need to speak with a member of staff or coach. Should this be the case, please feel free to contact us by calling the office at **01925 230090** or emailing [info@warringtongymnastics.co.uk](mailto:info@warringtongymnastics.co.uk). A staff member or coach will respond as soon as possible.

If parents or carers have any concerns or complaints about any aspect of the club, we ask that they use the appropriate channels to raise them. Please email [info@warringtongymnastics.co.uk](mailto:info@warringtongymnastics.co.uk) with a brief outline of the matter you wish to discuss. This will allow us to be able to direct the issue to the most suitable person, we will at that point arrange a mutually convenient time to address the concern.

For safeguarding or welfare concerns of any nature, please contact our **Welfare Officer, Jan Heaton**, at [welfare@warringtongymnastics.co.uk](mailto:welfare@warringtongymnastics.co.uk).

For urgent welfare matters, Jan can also be reached directly at **07748 945926**.

Coaches and staff members will contact parents or carers as necessary, typically to provide feedback or discuss any issues that arise during a session. However, such communications will not be routine. In cases where further discussion is needed, coaches may request a short meeting to review a gymnast's progress or address any concerns.

We encourage respectful and professional communication between all parties and ask that parents and carers treat our staff with the same courtesy and respect that they would expect in return.

## Useful Contact Information

Reason for Contact	Staff Contact & Email address
<ul style="list-style-type: none"><li>• Membership or competition fees</li><li>• General enquiries</li><li>• Complaint</li><li>• Club information</li></ul>	Mandi Mellor <a href="mailto:info@warringtongymnastics.co.uk">info@warringtongymnastics.co.uk</a>
<ul style="list-style-type: none"><li>• Safeguarding &amp; Welfare Concerns</li></ul>	Jan Heaton <a href="mailto:welfare@warringtongymnastics.co.uk">welfare@warringtongymnastics.co.uk</a>
<ul style="list-style-type: none"><li>• Recreational Centre enquiries</li><li>• New starter information</li></ul>	Kim Payton <a href="mailto:kim@warringtongymnastics.co.uk">kim@warringtongymnastics.co.uk</a>
<ul style="list-style-type: none"><li>• Billing &amp; payments</li></ul>	Karen Mcfarlane <a href="mailto:office@warringtongymnastics.co.uk">office@warringtongymnastics.co.uk</a>

# SAFETY



The safety of our gymnasts and community is our highest priority. If you have any questions or concerns regarding safety within our facilities, please contact Jan Heaton at [welfare@warringtongymnastics.co.uk](mailto:welfare@warringtongymnastics.co.uk) for further assistance.

## Access to the Gym Area

Visitors are **not permitted** to enter the gymnasium unless specifically invited by a coach or staff member.

## Checking-In & Security Provisions

To maintain accurate attendance records and ensure security, all gymnasts must **check in** before their sessions.

- **Recreational Centre:** Gymnasts must check in at the reception desk, where a staff member will confirm their name and log attendance. They will then be granted access to the gym area via the electronic gate.
- **Performance Centre:** Gymnasts must scan their **membership card** at the gymnasium door. A staff member will be present to welcome them until the session starts, at which point the door will be locked via the keypad.
- **Late Arrivals & Missing Cards:** Gymnasts arriving late or without a membership card must check in at reception.
- **Secured Access:** Once sessions have started, the entrance door to the **Performance Centre gym area** and the **gate to the Recreational Centre gym area** will be secured for safety.

## Defibrillator

A defibrillator is available in the **Recreational Centre**, stored in the cupboard behind the reception desk.

In case of an emergency:

1. **Immediately** contact a member of staff for assistance.
2. **Call emergency services** at **999** without delay.

## Drop-Off & Pick-Up Guidelines

- **No Drop-Off/Pick-Up Zones:** We do **not** operate designated drop-off or pick-up zones around the gyms. Please park in a designated space and walk to the entrance/exit.
- **Parking:** Limited parking is available in front of both buildings. We encourage everyone to use the rear parking area at Units 8-11. **Do not park or wait on the surrounding roads.**
- **Safety Reminder:** If parking in the bays at the front of the Performance Centre, please exercise caution when pulling in or out.
- **Speed Awareness:** Please be mindful of your speed when driving in and around the facilities to ensure the safety of all gymnasts, staff, and visitors.

## Equipment Safety

- **Regular Inspections:** Gymnastics equipment is inspected and signed off for use on a weekly basis.
- **Session Checks:** Coaches conduct visual and physical checks of the equipment before and during their sessions.
- **Annual Servicing:** All required gymnastics equipment undergoes annual servicing to ensure safety and compliance.

## Fire Safety & Evacuation Procedure

- **Evacuation Plans:** Detailed evacuation plans are displayed on the notice boards in both centres.
- **Fire Alarms:** Fire alarms are regularly maintained in both buildings.
- **In Case of Fire:** If the fire alarm sounds, coaches and staff will escort gymnasts to the designated fire assembly point.

## First Aid & Emergency Procedures

- **Trained Staff:** All senior staff members, along with many of our coaches, are **first aid trained**.
- **First Aid Kits:** First aid boxes are available in both the **Recreational Centre** and **Performance Centre**.
- **Seeking Assistance:** If you require help with an injury, please speak to a member of staff—they will be happy to assist you.
- **Emergencies:** In case of an emergency, **call 999 first**, then notify a member of staff immediately.

## Photography / Videoing

In the interest of child protection Warrington Gymnastics Club has a strict no photography or video policy. Parent/carers or visitors found to be taking photographs or videos may be asked to delete any images or video's in their possession.

## Viewing Area's

Warrington Gymnastics Club believes in an open viewing policy and does not restrict viewing during classes. We have viewing areas in both Centres and a live feed from the preschool room to the Performance Centre viewing area screen.

Warrington Gymnastics Club would like all parent/carers and visitors to be mindful that participants, especially young children, can be very distracted by individuals in the viewing area. Therefore, in the interest of our gymnasts safety we ask that you in no way try to communicate with your child or coaches during classes.



# FEES & PAYMENT TERMS

## Table of Fees

Membership fees are paid **monthly** for all members. The table below outlines the fees for each group/squad. For those attending multiple disciplines/sessions, please refer to the **second column** for applicable discounts.

Fees 2025	Monthly Costs	Discounted cost for extra sessions 20%
Preschool	£25.00	£20.00
1 hr Recreational Gymnasts, Tumbling or Freestyle	£32.00	£25.60
2hr Advanced Groups	£53.00	£42.40
5hr Squads - Doesn't include additional tumbling sessions.	£84.00	N/A
6hr Squads- Doesn't include additional tumbling sessions.	£90.00	N/A
8hr Squads - Doesn't include additional tumbling sessions.	£98.00	N/A
Petite Squad 7 hours	£92.00	N/A
Preparation Squad 10 hours	£112.00	N/A
Competitive Squads 12hr with S&C	£134.00	N/A
Competitive Squads 16hr with S&C	£150.00	N/A
Competitive Squads 20hr with S&C	£160.00	N/A
Competitive Squads 23.5hr with S&C	£170.00	N/A
2 hr Tumbling Extra for F&V Squads	£47.00	N/A
Club tumbling Squad (4hrs) for F&V Squads	£57.00	N/A
Gymfusion Juniors	£48.00	N/A
Gymfusion Seniors 1 session	£48.00	N/A
Gymfusion Seniors 2 sessions	£62.00	N/A
Tumbling Pre Development Squad	£53.00	N/A
Tumbling Development Squad	£77	N/A
Club Tumbling Squad	£77	N/A
Discount for multi sessions (not squads or gymfusion or tumbling add on)	20%	



## Club Membership

As a members' club, each child is required to pay an annual club membership of £20. For those who started after June 2024, you will be required to renew membership at each anniversary of the start date. For those who joined prior to this date, club membership and BG membership will be due at the end of September each year. This membership also entitles you to discounts on holiday camps & parties.

## British Gymnastics Membership

British Gymnastics membership is required for all gymnasts to ensure they are covered by insurance and can participate in training and competitions. This membership provides access to official competitions, events, and additional benefits, helping to support the gymnast's development and ensure their safety while training. British Gymnastics requires parents/carers to register and pay for this membership directly, the club are unable to complete this process on your behalf. Please see the British Gymnastics website for membership benefits.

## Payment Terms

Fees will be collected on the 1st of each month by direct debit.

Should fees not be received by the 7th of the month a 10% late fee charge will be added to your account.

If fees, including the late fee charge are then not received by 16th of that same month the gymnast's membership will be suspended and they will not be permitted to attend their sessions.

If fees, including the late fee charge are not received by the last day of the month the gymnast's membership will be cancelled.

## Competition and Event Fees

For internal competitions such as club champs, entry and payment must be made before the deadline dates. Entry fees will not be refunded should your gymnast not attend the event or after the running order has been published.

For external competitions (such as invitationals, 4hr+ gymnasts only), entry and payment must be made before the deadline dates. Entries made after the deadline date, if permitted by the competition organisers will incur a **£25 WGC late entry fee** plus any late entry fees stipulated by the competition organisers.





## Scheduled Closures

Our annual fundraising events are considered scheduled closures, meaning your child's regular sessions will be cancelled. These closures are incorporated into your fees. For gymnasts who have more than one session cancelled throughout the year, we will do our best to offer an alternative session whenever possible. Please note that we also have an annual two-week closure during Christmas.

## Direct Debit Indemnity Claims

Any false direct debit indemnity claims incur a charge of £20 per transaction claimed back.

## Cancelling Membership

Should you wish to cancel membership and sessions at WGC, please email [office@warringtongymnastics.co.uk](mailto:office@warringtongymnastics.co.uk)

# WELFARE

The club's Welfare officer is Jan Heaton. As a former primary school leader, Jan has vast professional experience in child protection and safeguarding along with the relevant certificates required by British Gymnastics.

The safety and wellbeing of all club members are Jan's utmost priority and Jan ensures that any enquiries or concerns you have are dealt with impartially and effectively.

## Who can raise/report a concern to Welfare?

Anyone can speak to our welfare officer; this includes gymnasts, parents, coaches, management or general public.

Please be aware that all conversations are kept confidential, however if any information is disclosed to the Welfare Officer, they will need to log this and act accordingly. This may rely in the Welfare Officer speaking with other members of the team or Regional Welfare Officers etc.


## What can I speak to Welfare about?

You can speak to our Welfare Officer about virtually anything, even if you don't think it is related to gymnastics and/or the club.

You may wish to speak with our Welfare Officer about:

- Safeguarding matters
- Child Protection concerns
- Training issues
- Issues at home
- Individual circumstances
- Emergency contact details and arrangements

## How can I report a concern to Welfare?

You can report any concerns or incidents to the Welfare Officer via: 

- Emailing as much detail as possible to [welfare@warringtongymnastics.co.uk](mailto:welfare@warringtongymnastics.co.uk)
- Speaking to our Welfare Officer, Jan Heaton either in person or on 07748945926
- Ask the office to contact Jan

If you feel that your concern can't be dealt with by WGC's welfare officer, then you can either contact the Regional Welfare Team or the Health and Safety and Welfare department at British Gymnastics.



**Jan Heaton, WGC Welfare Officer**

# POLICIES



At WGC, we have a number of policies that we believe will be helpful to you. Please use the link below to visit our policies page on our website, where you can download them:

[WGC Policies](#)

**Please note:** This list is not exhaustive—additional policies can be found using the same link.

Code of conduct Coaches/Staff

Code of conduct Gymnast

Code of conduct Parent/Carers

Safe Environment

Safe Recruitment SG Protecting Children V2.0

Safeguarding Policy Academic Education V1 NOV 2023

Safeguarding policy and procedure v2.0 1

Safeguarding Policy Flexibility Training OCT24

Safeguarding Policy Hydration V1 NOV 2023

Safeguarding policy Pain Injury Illness JUN24V1 2024 2

Safeguarding Policy Weighing Gymnasts V1 NOV 2023

Social Media

WGC Accident Procedure January 2025

WGC Anti Bullying and Harassment Policy Statement March 2025

WGC Communications Policy February 25

WGC Equality Policy March 25

WGC Fee reduction policy March 2025

WGC Objection form January 2025

WGC Privacy Notice 2025

WGC Safeguarding & Child Protection Policy January 2025

WGC Viewing Policy January 25



**Warrington Gymnastics Club – Performance Centre**

Units 8-11 Wharf Street Ind. Estate, Wharf Street, Warrington, Cheshire WA1 2HT

**Warrington Gymnastics Club – Recreational Centre**

Unit 14 Wharf Street Ind. Estate, Wharf Street, Warrington, Cheshire WA1 2HT

Tel: 01925 230090 Email: [info@warringtongymnastics.co.uk](mailto:info@warringtongymnastics.co.uk) Web: [www.warringtongymnastics.co.uk](http://www.warringtongymnastics.co.uk)