RENMORE GYMNASTICS CLUB

EASTER CAMP 2018

 Unit 8, Racecourse Business Park, Parkmore, Galway
 reception@renmoregymnastics.org
 www.renmoregymnastics.org/camps
Dear Parents,

Welcome to Renmore Gymnastics Club and thank you for joining us in our Easter Camp daily programme. We have been very busy planning the best Gymnastics Easter Camp available. We hope you and your child share our enthusiasm and are as excited as we are to get this midterm break started.

This handbook contains all of the information you need to know before camp begins. It’s very important that you and your child read it thoroughly. If you have any additional questions or feel there is any information we should know about your children before camp starts, please do not hesitate to contact us.

We look forward to seeing you and your child soon!

OUR MISSION STATEMENT
The mission of Renmore Gymnastics Club is to coach our members towards their full potential in a safe, fun and progressive gymnastics environment.

At Renmore gymnastics we pride ourselves on a fantastic facility and programme for teaching the sport of gymnastics. We also take very seriously the care and welfare of ALL children entrusted to us.

Our fully trained staff adhere to the following guidelines to:

- Respect and support the rights, dignity and worth of every young gymnast.
- Treat every young gymnast equally regardless of age, gender or ability, cultural background or religion.
- Maintain positive, encouraging, enjoyable and safe raining environment at all times so that all young gymnasts always leave with a sense of achievement and an increased level of self-esteem.
- Promote a culture that ensures all young people are listened to and respected.
- Setting realistic but achievable performance goals.
- Assist in developing friendships.

CHILD PROTECTION
The club strives to ensure that children, young people and vulnerable adults are protected and kept safe from harm whilst participating in gymnastics, trampolining and facility activities. We endeavour to promote the highest standards of care for participants.

Allegations of child abuse related to Renmore Gymnastics should immediately be made known to the Gardai or the club Designated Liaison Person (Carol Hynes, 091392544)
## IMPORTANT CLUB AND CAMP CONTACT INFORMATION

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sam Marciano</td>
<td>Camp Director, Head of Recreation Programme, Child Welfare Officer</td>
<td><a href="mailto:sam@renmoregymnastics.org">sam@renmoregymnastics.org</a></td>
</tr>
<tr>
<td>Sally Batley</td>
<td>Head Coach and Head of Competitive Programme</td>
<td><a href="mailto:sally@renmoregymnastics.org">sally@renmoregymnastics.org</a></td>
</tr>
<tr>
<td>Monika Corley</td>
<td>Club Manager, Health &amp; Safety Officer</td>
<td><a href="mailto:monika@renmoregymnastics.org">monika@renmoregymnastics.org</a></td>
</tr>
<tr>
<td>Carol Hynes</td>
<td>Club Administrator, Child Liaison Officer</td>
<td><a href="mailto:carol@renmoregymnastics.org">carol@renmoregymnastics.org</a></td>
</tr>
<tr>
<td>Reception</td>
<td></td>
<td><a href="mailto:reception@renmoregymnastics.org">reception@renmoregymnastics.org</a></td>
</tr>
</tbody>
</table>

And our wonderful coaching team!!!

| Landline         | 091392544                                                            |
|------------------|                                                                     |

You can also send us a text message on 0863713198
CAMP OPTIONS & PRICE SHEET

Camp Dates

**WEEK 1 - Monday 26th March - Thursday 29th March 2018**

**WEEK 2 - Tuesday 3rd April - Friday 6th April 2018**

Please note: No camp on Friday 30th March or Monday 2nd April 2018

<table>
<thead>
<tr>
<th>Options</th>
<th>Time</th>
<th>Member</th>
<th>Non Member*</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>6 - 13 years (At least Senior Infant)</td>
<td>9am - 3pm</td>
<td>€90</td>
</tr>
<tr>
<td>2.</td>
<td>6 - 13 years (At least Senior Infant)</td>
<td>9.30am - 2.30pm</td>
<td>€80</td>
</tr>
<tr>
<td>3.</td>
<td>5 - 6 years (Junior Infants)</td>
<td>10am - 2pm</td>
<td>€70</td>
</tr>
<tr>
<td>4.</td>
<td>3 - 4 years (Pre-Schoolers)</td>
<td>10am - 2pm</td>
<td>€70</td>
</tr>
</tbody>
</table>

*All non-members will be registered with Gymnastics Ireland for a mandatory camp insurance policy valid only for the week of the camp.

**Options 3 and 4 are enabled for early drop off from 9.30am and late pick up at 2.30pm. This service is available when booked only for all four days in advance of the camp start for an additional fee of €8.

Sibling discount of 4 Euro per camp is given.

**Pre-requisite**

Children must be fully toilet trained and able to go to the toilet on their own. Parents please do not enrol children that are currently being trained and continue to have accidents. Thank you for understanding and your cooperation.

PAYMENT INFORMATION, FEES & CANCELLATIONS

**Payment**

Full advanced payment is required to book a place in our Easter Camp.

Booking of the camp and payments are done online using a debit/credit card.

Please read the next page thoroughly to ensure correct booking procedure is followed.
Cancellations & Changes

- If you wish to make a change to your booking incl. camp dates or camp option, please contact us as soon as possible before the start of the camp. Our ability to make changes to bookings will be limited closer to the camp start.
- If for any reason you wish to cancel your camp booking, a written request must be submitted at least 48 hours prior to camp’s start. Your money will be returned to you except 5 Euro cancellation fee for each week of cancelled camp.
- If you request a cancellation less than 48 hours before the camp’s start, your money will be returned to you except 5 Euro cancellation fee once and only if the place has been filled prior to camp start. Should the club not manage to fill the place before camp’s start, amount returned to you will be reduced by charges amounting to each day of incurred loss of income to the club due to late cancellation.
- RGC account credit may be granted for cancellations made after the camp’s start. Credit amount will depend on number of days the club manages to re-book. Renmore Gymnastics Club reserves the right to provide or decline credit depending on the circumstance.
- No refunds or account credits will be granted for absences, transportation, delays or early camp dismissals by parent or guardian.

Other Fees

- The club may charge a fee of €5 if a child is not collected within 15 minutes of the end of the camp and €5 for each 15 minutes thereafter.

MAKING A BOOKING

1. Complete Easter Camp Health Form (page 10 - 11 of this handbook) and e-mail, bring or post to us at the time of making a booking.
2. Register your details on our NEW parent portal (if you already have an online account, please just login and skip to steps 7-9 below).
3. Click on Create Account and complete all fields and submit.
4. Read next page thoroughly and confirm that you have read and agree with all Policies & Procedures, Waiver of Liability and Billing Authorization by ticking all three boxes. Ensure to download and read all relevant documents such as the noted club rules, codes of conduct and privacy policies and terms of use.
5. Click on Students > Add (another) Student and complete all required fields particularly ALLERGIES / SPECIAL HEALTH CONCERNS.
6. Click on Save Student and proceed to Easter Camps on the left of the page.
7. Review camps on offer and go to ‘schedule’ and ‘more details’ to learn more. Click on ‘Enrol’, select student(s) you wish to book paying attention to the age requirement and continue through all the following pages until ‘checkout’. You can go back to ‘Easter Camps’ and add another student in another camp option before checking out.
8. Checkout of the basket and proceed to saving your card details. Please complete all fields including a postal code which can be 00000 (5x zero).
9. Confirm payment and once the system informs you that ‘Your registration has completed successfully’, your students are booked and this is further confirmed by an automated E-mail sent to your
DAILY ARRIVAL AND DISMISSAL

Please note that as per our club rules, gymnasts will not be allowed to enter the training hall prior to their camp commencement, a member of staff will invite them in when it is time for their camp to begin. In addition, Renmore Gymnastics Club cannot be held responsible for gymnasts waiting outside of the hall, outside of their own designated camp time. It is; therefore, imperative that parents/guardians always walk their children into the lobby as well as collect their children by physically coming into the lobby. No gymnast will be allowed to leave the training hall before a parent has arrived and signed the gymnast out. Children waiting to be collected may wait quietly inside the hall until a parent has arrived.

For child protection purposes we ask that only participants and staff access the inside training area.

Sign In/Out Procedure & Authorization

It is extremely important to us to give your child(ren) the safest environment possible. To assist us, all children must be signed in and out of camp by a parent or a designated person authorized by a parent or a legal guardian without exceptions. If you would like for your child to be able to check in or sign out alone, your child must be at least 12 years of age and must submit a signed letter of authorization (waiver) to the Camp Director prior to the start of camp.

On the First Day

Please be ready to check-in 5 minutes before the start of the camp. Your gymnast(s) will be welcomed by our coaches and shown where to keep their belongings while we record their presence and ask you, the parent or guardian, some basic questions:

- Health or other concerns the club should know about
- Dietary requirements, food intolerances or allergies
- Your name and the name of the person to collect your gymnast(s) at the end of the day
- Anything else the coaches should know about (early dismissal etc.)

ABSENEEISM

Each day, a program list of campers registered will be printed and checked for attendance. If your child(ren) will be late or absent, please contact the club as soon as possible.

ILLNESS

Gymnasts showing any medical illness should be kept home from camp. Any child with severe cough or cold symptoms may not be allowed to attend camp.
SAMPLE CAMP SCHEDULE

Subject to change.

Upon arrival, gymnasts warm up in larger groups and are then split into smaller groups. Each group will train across multiple gymnastics disciplines including Women’s Artistic, Men’s Artistic, Acrobatics, Rhythmic Gymnastics & Tumbling. Each gymnast will work with a variety of apparatus and along with skill work will also learn about flexibility and physical preparation.

Each group will train with a number of different coaches many of which have specific apparatus specialities. A gymnastics camp is dynamic, fun experience where all involved will get both a great introduction to the sport and have the opportunity to advance their individual gymnastics skills and ultimately levels.

Aside from all the hard work... there are also many fun activities to keep the atmosphere enjoyable and to help the gymnasts experience some challenging games and to make new friends too!

**BIRTHDAY**

If your child’s birthday falls on a camp day, please notify the Camp Director in advance so we may help him or her celebrate. Due to allergies, please do not send birthday treats.

<table>
<thead>
<tr>
<th>Sample Sched-</th>
<th><strong>Option 1</strong></th>
<th>Sample Sched-</th>
<th><strong>Option 2</strong></th>
<th>Sample Sched-</th>
<th><strong>Option 3</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 - 9:10</td>
<td>Groups Check In</td>
<td>9:30 - 9:40</td>
<td>Groups Check In</td>
<td>10:00 - 10:10</td>
<td>Groups Check In</td>
</tr>
<tr>
<td>9:10 - 9:30</td>
<td>Gymnastics Floor</td>
<td>9:40 - 10:00</td>
<td>Warm Up Circuit</td>
<td>10:10 - 10:30</td>
<td>Warm Up Circuit</td>
</tr>
<tr>
<td>9:30 - 9:40</td>
<td>Warm Up Groups</td>
<td>10:00 - 10:15</td>
<td>Quick Stretch</td>
<td>10:30 - 10:45</td>
<td>Quick Stretch</td>
</tr>
<tr>
<td>9:40 - 10:00</td>
<td>Warm Up Groups</td>
<td>10:15 - 10:30</td>
<td>Flexibility</td>
<td>10:45 - 11:00</td>
<td>Shape Sequence</td>
</tr>
<tr>
<td>10:00 - 10:15</td>
<td>Quick Stretch</td>
<td>10:30 - 10:45</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>10:15 - 10:30</td>
<td>Beam: Jumps/</td>
<td>10:45 - 11:00</td>
<td>Floor General Line</td>
<td>11:15 - 11:30</td>
<td>RHY Apparatus</td>
</tr>
<tr>
<td>10:30 - 10:45</td>
<td>Beam - Acrobatic</td>
<td>11:00 - 11:15</td>
<td>Floor Basics</td>
<td>11:30 - 11:45</td>
<td>Running &amp; Jump-</td>
</tr>
<tr>
<td>10:45 - 11:00</td>
<td>1st Break</td>
<td>11:15 - 11:30</td>
<td>Physical Prep Cir-</td>
<td>11:45 - 12:00</td>
<td>1st Break</td>
</tr>
<tr>
<td>11:00 - 11:15</td>
<td>Floor General Line</td>
<td>11:30 - 11:45</td>
<td>Bars PP: Swing</td>
<td>12:00 - 12:15</td>
<td>Bars: Casts &amp;</td>
</tr>
<tr>
<td>11:15 - 11:30</td>
<td>Floor Basics</td>
<td>11:45 - 12:00</td>
<td>Bars: Casts</td>
<td>12:15 - 12:30</td>
<td>Bars PP: Wall Bar</td>
</tr>
<tr>
<td>11:30 - 11:45</td>
<td>Flexibility</td>
<td>12:00 - 12:15</td>
<td>Trampette - Stick It</td>
<td>12:30 - 12:45</td>
<td>Physical Prep</td>
</tr>
<tr>
<td>11:45 - 12:00</td>
<td>Trampette - Stick It</td>
<td>12:15 - 12:30</td>
<td>Beam: Jumps/</td>
<td>12:45 - 13:00</td>
<td>2nd Break</td>
</tr>
<tr>
<td>12:00 - 12:15</td>
<td>Physical Prep Cir-</td>
<td>12:30 - 12:45</td>
<td>Beam - Acrobatic</td>
<td>13:00 - 13:15</td>
<td>Floor Basics Work</td>
</tr>
<tr>
<td>12:15 - 12:30</td>
<td>Floor Spins&amp;Leaps</td>
<td>12:45 - 13:00</td>
<td>Floor Spins&amp;Leaps</td>
<td>13:15 - 13:30</td>
<td>Floor Basics Work</td>
</tr>
<tr>
<td>12:30 - 12:45</td>
<td>RHY Apparatus</td>
<td>13:00 - 13:15</td>
<td>RHY Apparatus</td>
<td>13:30 - 13:40</td>
<td>Games Groups</td>
</tr>
<tr>
<td>13:30 - 13:45</td>
<td>2nd Break</td>
<td>13:55 - 14:25</td>
<td>House Challenges -</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13:45-13:55</td>
<td>Stamps &amp; House</td>
<td>14:25 - 14:30</td>
<td>COOL DOWN &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13:55 - 14:25</td>
<td>House Challenges -</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>14:25 - 14:55</td>
<td>Vault / Tumble -</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14:55 - 15:00</td>
<td>COOL DOWN &amp;</td>
<td></td>
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</table>
WHAT TO BRING

Attire
Please ensure your child is sent to camp in suitable attire for exercising. Where possible, avoid hooded tracksuits and strings. Jeans, dresses and tights are not suitable for participation in our camp.

Recommended clothes: 

- Track Suits
- Leggings
- Shorts
- Socks*
- Leotards

*Children will be asked to take their socks off for safety reasons on certain skills and apparatus. Please let us know if your child’s foot needs to remain wrapped up due to infection.

To ensure your child’s belongings are not misplaced or taken home accidentally by another camper, we suggest that all items are labelled clearly and permanently.

All camp items that are left at the end of each day will be moved to the “Lost and Found” box. Items not collected by the following Sunday will be held for one week only and then donated to a charity.

What NOT to Bring:

***Please avoid face or body paint and costumes with delicate material, capes or oversized articles.

We have enjoyed planning a wonderful, fun and energetic camp for your child(ren) and take pleasure in seeing your child partaking in the activities. We would like to suggest that certain items do not come to camp with your child(ren) to assist them in having the most positive experience possible.

Money
Jewellery

Nintendo DS
Toys from Home

iPods
Cell Phones

It would be unfortunate if any of your child(ren)’s beloved items became lost, misplaced or damaged.

LUNCH & SNACKS

We recommend that your gymnast brings the following with them each day:

- Lunch Box
- Re-fillable bottle of water
- Snack (longer camp options)

Renmore Gymnastics Club makes every effort possible to be environmentally friendly and encourage healthy lifestyle - we would appreciate your cooperation with sending your child to camp with a lunch that is litter-less, nut free*, and nutritious. Please pack lunches and snacks in a container with a name tag.

Some children attending have severe nut allergy and we therefore appreciate your understanding in helping us provide all our campers with equal opportunity and prevention of allergic /medical reactions.

Renmore Gymnastics do not allow sweets or fizzy drinks in the gym. Please do not send these in with children as they may not be allowed to eat them.

Children will be asked to remain seated during breaks and until everyone has finished eating and put their lunches away. We encourage children to eat and relax during their allocated break times. For this reason, we kindly ask that parents discuss this with their children in advance of the camp to feel prepared and knowledgeable about the camp rules.
STANDARDS OF BEHAVIOUR

Gymnasts are expected to:

- Respect and comply with all Club Rules and Gymnast Code of Conduct.
- Demonstrate honesty, caring, respect and inclusion for other gymnasts and staff of the club.
- Respect differences in others, their ideas and opinions.
- Show proper care for the natural world, club property and the property of others.
- Take appropriate measures to help those in need and if necessary, seek staff assistance to resolve conflict peacefully.

If a gymnast does not follow the Standards of Behaviour:

- Camp Staff will redirect the gymnast to more appropriate behaviour.
- Gymnast will be verbally reminded of the rules and code of conduct.
- If behaviour persists, a parent/guardian is notified of the problem.
- Gymnast will be removed from camp for one day.
- If the gymnast finds it too difficult to change their negative behaviour and persistent negative behaviour continues, the gymnast will be withdrawn from the program.

In order to ensure a safe environment for all gymnasts, intentional gymnast behaviour that puts other gymnasts, staff or others at risk may result in immediate dismissal from camp. Any expenses incurred as a result of the camp dismissal will be the responsibility of the participant/parent/guardian. No refund will be given to gymnasts leaving camp prior to the end of the session due to disciplinary action.

PHOTOGRAPHY POLICY

It is our club policy that members may be photographed or videoed by RGC staff when necessary for the purpose of coach training, or for use on the club website or newsletters, display boards, or any other relevant club event or occasion.

No photography and videoing by non-RGC personnel will be permitted without prior agreement from parents and participants. Full details of photography and video policy is found in the Irish Gymnastics Health, Safety and Welfare policy.

FIRST AID POLICY

In the event of a first aid treatment being required, our first aid responder will provide basic first aid treatment on site immediately. If more advanced treatment is required, it is our policy to call parents or next of kin contact before calling for professional medical assistance or/and ambulance. If we are not able to make contact with a parent or next of kin contact within short period of time, we will call for professional medical assistance or/and ambulance immediately and based on our judgement. If you wish otherwise, please inform us at camp CHECK IN on the first day.

We recommend that parents and gymnasts also read our Club Rules and relevant Code of Conduct documents available on our website: www.renmoregymnastics.org
Easter Camp Health Form 2018

Camp Name/Date(s):

Every child needs a completed health form to participate in our gymnastics camp. Please fill out this form as completely as possible and submit prior to camp start. Thank you!

SECTION 1 – BASIC CONTACT INFORMATION

Child name: ________________________________

DOB: _______/_______/_______ Age: ________ Gender: ☐ Male ☐ Female

Home Address: ______________________________________________________

Home Phone: ______________________________________________________

Parent/Guardian No. 1

Name: ________________________________

Relationship: ____________________________ Day Phone: __________________

E-mail Address: __________________________

Parent/Guardian No. 2

Name: ________________________________

Relationship: ____________________________ Day Phone: __________________

E-mail Address: __________________________

Additional Emergency Contact (In case we can’t reach YOU)

Name: ________________________________

Relationship: ____________________________ Day Phone: __________________

E-mail Address: __________________________

SECTION 2 - MEDICATIONS

Will camper be taking medications while at camp? ☐ Yes ☐ No

Please provide more details and instructions below: __________________________

______________________________________________________________

SECTION 3 - ALLERGIES

My child does not have any Allergies. ☐

My child is allergic to ☐ Hay Fever ☐ Food ☐ Penicillin ☐ Other Drugs ☐ Other

Describe reaction and treatment: __________________________

______________________________________________________________

______________________________________________________________
Section 4 – Health History
Does your child have a history of or is prone to any of the following (Please check all that apply).

1. Recent injury, illness or infectious disease ☐
2. Chronic or recurring illness ☐
3. Asthma ☐
4. Epilepsy, Seizure Disorder or Convulsions ☐
5. Dizziness during or after exercise ☐
6. Chest pain during or after exercise ☐
7. Heart Defect/Disease ☐
8. Hypertension ☐
9. Bleeding/Clotting Disorders ☐
10. Diabetes ☐
11. Joint problems (knees, ankles) ☐
12. Current or Recent Fractures ☐
13. Frequent Headaches ☐
14. Recent Head Injury ☐
15. Eating Disorder ☐
16. Diarrhoea or constipation ☐
17. Frequent Stomach aches ☐
18. Wears glasses or contacts ☐
19. Been Recently Hospitalized ☐

Please list the number and provide explanation for any checked items:

________________________________________________________________________
________________________________________________________________________

Is there anything else we should know about?

________________________________________________________________________

Section 5 - Authorization

1. My child has permission to engage in all prescribed camp activities except as noted.
2. The information provided on this form is accurate to the best of my knowledge and I will let the camp director know at once should this change.
3. I have indicated any special health conditions, including required medication and activity limitations which should be known to the camp staff.
4. I agree that my child will abide by club rules, camp rules and codes of conduct.
5. I have read the Easter Camp 2018 Booklet.
6. I understand the Photography and First Aid policies.

Signature of Parent or Guardian X______________________________
Date________________________