



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Welcome to the Oneonta Family YMCA 2018–2019 Beginning Gymnastics Team

Mission

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

Character Development Principles

Caring, Honesty, Respect, and Responsibility

Team Philosophy

The Oneonta Family YMCA Gymnastics team strives to provide an atmosphere where gymnasts can learn the physical and mental skills necessary for each level of gymnastics as well as learning the core values of Caring, Honest, Respect and Responsibility. The coaches try to instill and reinforce good sportsmanship, team bonding, and making healthy and safe choices both in the gym and outside of the gym.

Coaches

**Tara Robinson, Nick Ellis, Jenn Scott,
Delaney Dower, Sophie McCarthy**

Contact Information

Oneonta Family YMCA
20-26 Ford Avenue
Oneonta NY 13820
607-432-0010

www.oneontaymca.org

E mail address:

oneontaymcaqymnastics@gmail.com

Table of Contents

Page 3: Parent and Gymnast Roles and Responsibilities

Page 4: Training Expectations

Page 5: Discipline/ Payment

Page 6: Communication/ Practice Attire

Page 7: Gymnastics Parent Organization/ Lockers

Page 8: Team Levels/Testing

Page 9: Fundraising

Page 10-12: Competitions/ Team Leotards

Page 13: Home Meets

Page 14-17: Parent Home Meet Duty Descriptions

ROLES AND RESPONSIBILITIES

PARTICIPANT:

- To exhibit the values of caring, honesty, respect, and responsibility **AT ALL TIMES.**
- To work hard and honestly in all training areas.
- To show respect for teammates, coaches, opponents, judges and parents.
- To work as a team with parents and coaches and communicate effectively with one another.
- To treat others as one would like to be treated.
- To take care of the gym equipment and keep the training area clean.
- To display good sportsmanship at all times!

PARENT:

- To exhibit the values of caring, honesty, respect, and responsibility **AT ALL TIMES.**
- To actively support the program through positive attitudes, comments, and actions.
- To become actively involved with the Parent Organization functions.
- To show interest, enthusiasm, and support of their child
- To work as a team with the coaches and communicate effectively with one another.
- To treat others as one would like to be treated.
- To display good sportsmanship at all times!

TRAINING EXPECTATIONS



- All scheduled practices are **MANDATORY**.
- Any gymnast missing practices during the two weeks prior to a competition will not be allowed to compete in that competition unless approved by the Head Coach and/or Gymnastics Director.
- Participants in the gym before the start of practice may **NOT** get on any equipment. This includes sitting on the Tumble Track.
- If you are late picking up your child and the gym staff is unable to stay, then your child will be sent to the YMCA front desk.
- Once a child reaches **12 years old** they are allowed to leave the gym by themselves to meet you downstairs, or outside if you wish. Anyone under the age of 12 must be picked up from the gym. This is Y policy to keep your child safe.
- **Make-ups:** There are **NO** scheduled make-ups for team level gymnasts. **Monthly payments will not be discounted for absences.**
- **-If your child will be out for an entire month or more, it is your responsibility to ask the front desk to stop payments and to start them up again when your child returns.**
- **All team members are asked to keep a strong attendance policy.** Times and days for each level vary depending on the skills required at each level. In order to maintain requirements set forth by USAG for each level of competition the coaches are expected to make a plan and stick to that plan throughout the year to make sure they are able to help each gymnast safely reach their competitive requirements. Attending practices regularly will help the coaches and gymnast achieve these requirements with safety and with less frustration. **The best practice is to be at practice!**



DISCIPLINARY PROCEDURES

- **First Occurrence** – Conference between coach and gymnast.
- **Second Occurrence** – Gymnast will be removed from the practice and parent will be contacted. An explanation for removal will be given to the parent.
- **Third Occurrence** – Gymnast will be suspended from the gym for a period of time determined by the Program Director and Coach.
- **Fourth Occurrence** – A disciplinary action plan will be implemented. If unsuccessful, the gymnast could be removed from the program.

Payments

- In an effort to provide greater flexibility for our families, the Oneonta Family YMCA has implemented the following changes to our team payment policy. Gymnasts participating in the 2018-2019 Gymnastics Team will have the option of paying team fees in 2 ways.
- The first option is to pay the entire year's fees upfront. This option allows payment to be made at the front desk immediately.
- The second option is to have a bank or credit card debited on the 15th of each month. There is an initial payment due at sign up (for September) and the remaining payments will be charged on the 15th of each month.
- If your child is out for an extended period of time (a month or more), due to injury or other circumstances, **it is your responsibility** to ask the front desk to stop your payment plan.
- **We have a "NO PAY, NO PLAY" POLICY and it will be strictly adhered to.**
- **There are no discounts or modified pricing for vacations.**
- All team members must maintain current YMCA Membership status in order to compete for the team.

COMMUNICATION



Communication is done primarily through e-mail. Please check your e-mail daily for information. Add oneontaymca gymnastics@gmail.com to your address book so that it does not go to junk mail. If you do not have an e-mail address please notify Jenn Scott.

There is an Oneonta YMCA Gymnastics Facebook Group as well. I post most emails in the group too. If you would like to be added please let me know.

Information about meets and practices will also be posted on the bulletin board in the hallway.

For questions or concerns, parents should communicate with the coaches first. If the coach is unable to assist with the problem, then parents should contact the Program Director.

HAIR

- Hair must be pulled back and out of the gymnasts face.
- It is the responsibility of the parent to make sure their child's hair is pulled back. Do not send a child to practice and ask the coach to pull hair back.
- Short hair that cannot be pulled back but is long enough to get in the child's face must be clipped back with FLAT hair clips.

JEWELRY

- **NO jewelry** is to be worn.
- Only stud earrings are allowed during practice.
- Belly rings are to be removed or covered with a Band-Aid underneath the leotard.

PRACTICE ATTIRE

- A leotard must be worn at practice. Spandex shorts may be worn if necessary.
- No shorts with strings, buckles or zippers
- No Baggy shorts
- No T-shirts or extra clothing may be worn during practice.

GYMNASTICS PARENT ORGANIZATION (GPO)

LOCKERS

- Lockers are to be used at the gymnasts' discretion. **WE ARE NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS.** Please lock your locker and leave ALL valuables and money at home!!
- NO "horse play" is tolerated in the locker rooms. We expect our gymnasts to respect each other's belongings and the building in which they practice. If necessary, locker room privileges will be lost for a period of time.



•The Gymnastics Parent Organization supports the programs of the Oneonta Y, highlights accomplishments of the Y programs, raises funds as directed by YMCA staff or Corporate Board and sees that all funds raised, from whatever source, are given to Y staff for deposit in a Y corporate bank account.

•Gymnastics Parent Organization members do not hire or supervise staff, coaches, etc. and they do not make policy, although their opinions are always welcomed by the corporate board.

Expectations:

•As a parent of a team gymnast you are asked to actively participate in the GPO and its activities.

• Your participation is one of the important keys to our team's success. It takes everyone working together to raise the funds needed for the team/coaches to travel to meets.

• You will be asked to serve on committees to plan special events, fund-raisers, be Team Leaders and to help organize and run large home competitions.

• Parents are encouraged to learn as much as they can about gymnastics and really enjoy it. Experience has taught us that a child's commitment and enjoyment is often a reflection of his/her parent's commitment.

TEAM LEVELS

Compulsory Level: These are the beginning levels of competition in which the gymnasts perform a set routine that is established by USAG. Girl's levels 1-5 are considered compulsory.

Optional Level: The more advanced levels of competition in which the gymnasts perform routines they create along with their coach and/or choreographer that meets the skill value requirements for their level of competition. Girl's levels 6-10 are considered optional.

TESTING

There are skill requirements given by USAG (United States Association of Gymnastics) to move up through the level system.

Each gymnast is individual and the recommendation to move to the next level is solely based on the child's coach(es).

***Gymnasts can move up to the next level at any time of the year at the coaches' discretion. However, they must compete at least one meet at each level. Gymnasts may not skip levels.**

Parent Coaching

Please leave the coaching and critiquing to the coaches.

***Due to the complaints of many gymnasts, because of the distraction, parents will not be allowed to sit in the gym and watch during practices. If you will be sticking around while your child is at practice you may watch from the hallway, sit on the chairs/benches in the hall, or take advantage of the waiting areas in the lobby of the YMCA.**

The best support a parent can provide their athlete is unconditional love and acceptance. This kind of support will contribute to your athlete's self-esteem and, therefore their success.

With this in mind, we do not recommend that family members give rewards for achieving scores, but rather when a child reaches a personal goal of theirs, or for good sportsmanship.



FUNDRAISERS

Fundraisers will be held throughout the year to cover the costs of sending coaches to away meets. These costs include mileage, tolls, hotel rooms, and meals. It is estimated that approximately \$3,800 will be needed to cover these costs.

It is the responsibility of the Gymnastics Parents Organization to Plan, organize and follow through with these fundraising events.

It is critical for the YMCA's maintenance of its nonprofit status that all funds raised or used for Y programs are channeled through the YMCA accounting system and are under the direct control of YMCA staff and the Corporate Board. Funds earmarked as "custody" accounts should become the property of the YMCA if a group disbands or leaves the sponsorship of the association. Additionally, any equipment purchased in the name of, or on behalf of, the YMCA is property of the YMCA.

Registration Revenues

Home Meet registration profits will be allocated in the following manor:

Registration profits will be used to offset the expense of providing additional staff at home meets as well as to help offset the cost of the gymnastics team operations.

Meet Bake Sales and Raffles

All meet bake sale and raffle profits will go toward the cost of sending coaches to away meets. The Y pays the coaches' salaries, but the parent group must raise the money to cover additional expenses such as hotels, mileage, meals etc.

Meet Expenses Fee

In order to ensure our coaches' meet fees (mileage, hotel, and one meal) are covered for the season, without doing a countless number of fundraisers, we are establishing a meet expense fee. **Before meet season begins in January you will be responsible for paying \$75 to cover the season.** Checks can be made to the Oneonta YMCA.

However, this can be lessened by participating in fundraising. For example, if a fundraiser is organized by the GPO, and you/your child participates, the money raised will be split equally among those families to go towards what they owe. If it is an individual fundraiser (ex. Gertrude hawk) then whatever is made for profit will go towards their fee. If you raise enough to cover it, excess money can go towards meet registration fees.

Competitions

Meet Schedules:

You will be provided a tentative meet schedule at the beginning of the meet season. Meets will be determined by the coaching team and the Program Director. The meet schedule is tentative and may vary. Level 2 gymnasts attend 3 meets, as well as the State meet if they qualify.

Any funds paid to register for a meet that is voted off the schedule for lack of interest will be refunded, or may be applied to another meet.

Please Note: If sufficient funds are not raised to cover the costs of sending a coach to all meets than the meet schedule will be reduced accordingly. It is the responsibility of the GPO to raise the necessary funds to send a coach to a meet.



Meet Payments

- Please pay attention to the meet payment due dates. It is the parent's responsibility to make the payment on time. This is especially important when the meet information comes in close proximity to each other. Do not depend on reminder e-mails from the coaches. They are a courtesy provided as time allows but there are times when time does not allow for one. **It is helpful to get a calendar and write down the due dates as they come in.**

- **PAYMENT must be received at the front desk by the stated due date to attend the competition.** If you fail to turn in your payment by the due date, there is no guarantee that your gymnast may be approved for late entry. If late entry is possible you will be responsible for a late registration fee of \$20 by the YMCA and any fee that the host club may request. **If you decide not to attend after your gymnast is entered, a refund is not possible.**

- Please do not sign your child up for a qualifying meet UNTIL they have qualified. The coaches will provide a list of those who have qualified for these meets. Once the payment is made and your child is added to the rosters there is no refund if they do not qualify.

Team Competition Leotard

Once your child reaches level 2 they will become part of home and away competitions. Therefore they will need to purchase a competition leotard (pictures to the right). Warm-ups are not necessary until they reach level 3, although you will have the option to order them. There will be designated times that we will be ordering new ones for those new to the team, or those who may have grown out of the ones they have. This is typically around October/November.

*As gymnasts move to higher levels/outgrow their old leotards, you may turn them in to Jenn Scott as a donation, or to be sold at a discounted price. They usually are sold for about \$20-\$25 each. This is a nice option for families to possibly get some money towards new competitive wear, and for new families to get slightly used competitive wear for a cheaper price. If no one is looking for the size you have turned in, the leotard will be returned to you.

**If family financial circumstances would make purchasing a leotard prohibitive please come talk to me and we can work something out.



NEW:

Since level 2 is typically your child's first introduction to competitive team, we have decided to make the transition a little easier. Normally level 3 and up compete in about 7 meets throughout the season and 2 bigger qualifying meets (states and regionals). As a level 2, you will only be required to compete in 3 meets (chosen by the coaches), and the state meet if your child qualifies.

*Meets during the regular season tend to cost about \$35-\$40 each. The state meet is much larger and is a qualifying meet so the cost is around \$70. This meet often includes a t-shirt and/or a meet gift.

Competitions

• **Transportation:** You are responsible for transporting your child to away competitions. If you are able to arrange for your child to carpool with someone, that is acceptable too. Have your gymnast at the competition site at least 15 minutes before open stretch and bar sets. **Gymnasts need to be dressed in competition leotard and warmups, and ready at this time -- including hair done, NO nail polish and NO jewelry.**



• **Nutrition:**
Please have your gymnast eat a nutritious meal 1-½ hours prior to the open stretch period. A snack is OK only if the competition is a long one and only if the host team allows it.

- **WATER ONLY** in the competition area. No exceptions. Sports drinks are sticky and spills are not cleaned up easily.
- **Absolutely NO gum** during any part of a competitive event.

During Competition:

- Once warm-ups have started, **gymnasts will remain with the team and will not be permitted to talk with their parents** without permission of the coach.
- Parents are **NOT** allowed on the competitive area unless they are working a home meet.
- Gymnasts are required to remain with the team until they are finished with the awards presentations.
- ALL team members must be in their competitive team warm-ups, or leotard with no shorts/pants to receive awards.
- **Questions:** Under no circumstances may you question a judge concerning a

Good sportsmanship is expected at all times on the part of the gymnasts, parents, and coaches.

Home Meets

Responsibilities:

All Parents are responsible to help organize and work at home meets. Plan on working for the duration of the meet. This means working all sessions, even if your child is not competing in a session.

Food Donations: Although food supplies do not count as hours worked it is however important for our concession stand to have a plentiful supply of baked goods, vegetables, and any other tasty treats during competitions. Each family is required to donate 2 baked or purchased items for the concession. Sign-up sheets will be posted on the gym door prior to each meet. Please list the items you will be donating to the concession stand.

Meet Set-Up: The Friday before a home meet is always used for competition set up. This job requires a lot of physical work and it is necessary to have lots of hands available to make the job go quickly. The items listed below are just some of the things that must be done before a meet.

- *Set up table for registration
- *Vacuum
- *Put out chairs at events
- *Set up judges' tables
- *Move beams
- *Set up table for concessions
- *Set up computer (scoring)
- *Set up table for resale gifts
- *Set up judges' and coaches' room

Description of Home Meet Job Duties

Registration

-You must be at the gym 30 minutes prior to the schedule open stretch. You will check competitors in, check their birthdate, and write their number on their hand. This job is over once the competition begins.

MC

-At the start of each session welcome the teams. Give any announcements including fire exits, no flash photography etc. Introduce the teams, coaches and judges and the national anthem.

Music

-Operate the CD player for Floor. Level 2 routines all have the same music. For levels 3-5 there are different versions of the same music. The coaches will let you know which number their gymnasts will use. Levels 6 and up have their own individual music.

Scoring (Computer)

-Enter scores for each gymnast into the computer program as they are handed to you. Education of the program is necessary.

Hand Scoring

-This job is at the scoring table with the computer scorers. As the scoring papers come over they are entered into the computer scoring system and then passed to the hand scorer. Enter the score for each competitor in the appropriate place. This is a back-up system in the event of computer failure.

Timer Beam

-You will be in charge of timing warm-ups for each team on Beam. You will be provided with a sheet that will tell you how much time each team gets based on their level/# of gymnasts.

Also, this is a timed event during the meet. Again there will be a paper telling how long each gymnast gets depending on their level. Ding the bell as a 10 second warning, two dings when time is up.

Timer Bars

-You will be in charge of timing warm-ups for each team on Bars. You will be provided with a sheet that will tell you how much time each team gets based on their level/# of gymnasts.

Vault Time Manager

-Your job is to make sure that each team is moving along on vault. Each gymnast gets 2 warm-up vaults.

Score Runners

-This job involves taking the score papers from the judge's tables over to the scoring table. In order to avoid constant motion back and forth, wait until there are about 5 scores to take them over to the scoring table. Please be aware of competitors, the judge's view, and the parents view as you cross the gym. After both squads have come through the first event please help the judge position the table for the next event being judges.

Award Ribbons

-In order to make awards a quicker process at our home meets, we present each gymnast with an envelope with all of her ribbons for each event, which she receives with her all-around prize. At the end of the meet the computer will print out a sheet for each girl with their place on each apparatus. Determine the appropriate ribbons from this and place them in the envelope. Attach the list to the outside of the envelope with her all-around ribbon (if we are doing ribbons for AA). Prepare groupings of

the awards according to level and age category noted. Pass the groupings of envelopes on to the award announcer as soon as they are ready.

Award Announcer

-Draw the ticket for the 50/50, and pass out the judge's awards. Announce the level and age category and hand out the awards from the lowest place to first place. Announce each child's name and their all-around score.

Award Distributor

-Assist the award announcer by passing out the envelopes and all around prizes to the gymnasts.

50/50 Raffle

-Sell 50/50 tickets. \$1 each, 2 for \$3, or \$5 for arm length. The supplies are in the office.

Food Concession Organizer

-You have all of the responsibilities of the food concession helpers (below), but also a few additional jobs as well. Check the sign up list periodically the weeks before the meet to see that everyone is signing up and enough stuff is coming in. Contact individuals if needed for additional items. Make sure that we have detail items such as bowl, creamer, sugar, ketchup, ice, coolers, change in the cash box etc. Sometimes we have some of these items left in the closet from previous meets. Check with Susan or Jenn to see what is in the office and indicate on the sign-up sheet if they are not needed.

* Coaches and Judges eat for free.

Food Concession Helpers

-Please arrive 30 minutes before the start of the first session in order to set up anything that could not be done the night before. Move the tables out to the hallway. Make sure the popcorn machine, coffee maker (if needed), and crock pot to cook hot dogs are upstairs. Get the cash box

and also make a price list for all of the items that have come in. Usually water, soda, Gatorade is \$1 or so, brownies, cookies and baked goods 50 cents (unless it's something special). Also staff the concession throughout the meet. You can usually watch your child from the hall.

* Coaches and Judges eat for free.

Food for Judges Room

-If the meet is more than one session than we need to provide lunch for the coaches and judges. Bring in lunch food, drinks, plates, utensils, etc. You can provide whatever you would like, soup/chili/stew, sandwich meat and rolls, salad, veggies, fruit, dessert etc. You can take some drinks from the concession stand if needed. This needs to be set up during the first session and ready for use between sessions.