

# FAQ'S

## Registration Policies:

*Please review our registration policies prior to registering:*

## TRANSFERS

For the safety of all gymnasts, coaches have the right to transfer any gymnast to another program should they feel the gymnast does not have the necessary skills to remain in the current level. There is no extra fee associated with transfer; however, there may be an additional charge or credit for the price difference between the two programs. Please be aware that once registration has closed, transfers will not be permitted unless it is at the coach's recommendation.

## WITHDRAWAL POLICY

Withdrawal from any gymnastics program is permitted up until the end of the 2<sup>nd</sup> class, a credit will be applied to your account to put towards a future class. Refunds are only given if the request for refund is made one week prior to the start date of the class or for medical reasons (a doctor's note is required). A \$20 administration fee will be applied to all refund requests. Please note that the annual AGF insurance fee of \$50 - \$65 is NON-REFUNDABLE once you attend the first class.

## CLASSES MISSED

Classes missed by participant will not be refunded or made up.

## CANCELLED CLASS

Classes missed by participant will not be refunded or made up. St. Albert Gymnastics Club will do their best to offer a makeup class for classes missed (due to illness of coach, or other extenuating circumstances). If SAGC is unable to provide a make up class there will be a credit (to use towards a camp, class, etc.) for the missed class.

## CLASS PREREQUISITES

In order to provide quality classes and instruction we strictly enforce prerequisites for all of our programs.

## UNCERTAIN AS TO WHAT PROGRAM TO REGISTER IN?

If your child is over the age of eight, OR you are unsure which program/class to register in, we strongly recommend that you book an assessment prior to the start of registration, our coaches will then be able to help you find the appropriate fit. Please contact our office for details.

## INSURANCE & MEMBERSHIP FEES

To participate in any registered gymnastics program in the Province of Alberta you must pay an Alberta Gymnastics Fee which includes insurance to use St. Albert Gymnastics Club's equipment. Please make note of the following information regarding your membership fee:

**Alberta Gymnastics Federation Fee:** Expires June 30<sup>th</sup> of every calendar year

**Can Jump Developmental Fee:** In order for athletes to utilize trampolines in any of our Trampoline and Tumbling or Can Gym/Teen /Specialty programs additional insurance coverage must be added to the base fee. Expires June 30<sup>th</sup> of every calendar year.

**Note:** *Due to AGF's policy change we are still unable to use the Trampoline, Fast Track, and Mini Trampolines for kids in the Recreational Program 18 months – 5 years of age, Birthday Parties, Field Trips and Drop-Ins.*

# **RELEASE OF LIABILITY AND PERSONAL INFORMATION AND PROTECTION ACT WAIVER:**

*Please note AGF is switching their waiver effective January 6, 2020 and once finalized we will be using the Release of Liability waiver which will replace the Notification of Risk waiver. All waivers submitted during AGF's calendar year will be valid until JUNE 30<sup>th</sup> of each year.*

## **Why do participants need both forms?**

Release of Liability is an acknowledgement of risk and liability associated with participation in an activity. PIPA involves the collection, use and storage of personal information.

## **Who needs to fill out a Release of Liability Form?**

Everyone participating in anything in your gymnastics club. Example: parent volunteers, board members, coaches, class participants, user groups participating in your classes. Please note, an athlete 18 plus will require to fill out an Adult waiver and any athletes under the age of 18 will require the Minor waiver.

## **Do parents/participants have to sign these forms every year?**

Yes, once a year. (AGF year July 1 – June 30)

## **What if a parent does not want to fill in the form?**

The child cannot participate in the class.

## **What if the parent dropped off the child and we didn't get the form?**

The child cannot participate until you have received the signed forms.

## **If the child's friend/grandparent/nanny comes with them are they able to sign the forms?**

No, unless they are a legal guardian, and proof of guardianship can be provided.

## **When do the forms need to be in by?**

Before they participate in the class. They are not able to participate if SAGC does not receive a completed form.

## **Do the parents in the parent and tot class need to sign the form too?**

Yes, they need to sign a form as well.

**Does everyone at the Birthday Party have to fill out a Release of Liability and PIPA Form?**

Yes, everyone participating in the Birthday Party needs to complete the form, including parents/guardians in the gym. Even if they are only supervising a child.

**Can it be filled online?**

Yes, see our website for more information.

**Can someone else sign for a group of children?**

No, each child needs their own form signed by their legal guardian.

**Do I need to get my Drop-in participants to fill it out every time?**

No, they just need it once per AGF year (July 1- June 30).

**If they have signed the form for a class do they need another signed for Drop-in or Birthday Party?**

Yes

**If an athlete comes from another club do they need to fill out the form again?**

Yes