



## Team Handbook 2015-2016 Season

Congratulations on becoming a member of the Gymnastics World team! It is both an honor and a tribute to your fine talents. Your hard work and dedication have earned you this privilege. We hope your past efforts will continue and grow as the year progresses. Please remember that communication is a key factor in any successful relationship. This team handbook, along with your willingness to come directly to us, if problems arise, will help us realize your goals. Read this handbook carefully. Have your parents read it as well. It contains most anything you will need to know regarding your team membership and participation at Gymnastics World.

Gymnastically,

The Ganim Family  
and Coaching Staff

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## COMPETITIVE TEAM'S MISSION STATEMENT

Through an understanding of the athlete's dreams and goals, Gym World will do everything possible to help our athletes attain success. Through the vehicle of open communications, coaches and gymnasts alike will honestly share their goals. We will assist our gymnasts in defining them; we will teach them how to establish a plan to attain them; we will do everything in our power to help each athlete. We recognize that Family, is always first; after that, the athletes must rank their priorities and share those on an as-needed basis.

Once we know what those priorities are, we employ, to the best of our ability, whatever needs to be done with respect to your priority ladder. Most importantly, we will share in each gymnast's enjoyment, accomplishments and their sense of having fun through success.

We consider ourselves to be Life Coaches first and Gymnastics Coaches second. This allows us to respect the individual differences and needs that each child presents.

<p><b>THE FOLLOWING CRITERIA HELPS US DECIDE THE PLACEMENT LEVEL OF A GYMNAST:</b></p>
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**A. PHYSICAL READINESS:** an assessment is made of strength, flexibility, endurance, agility, quickness and suppleness.

**B. EMOTIONAL AND PSYCHOLOGICAL READINESS:** These attributes are observable in a subjective way, as opposed to objectivity. They readily indicate the child's ability to overcome reasonable fears and to make quick, yet sound judgments while striving to achieve their goals.

**C. PRESENT SKILL LEVEL:** by adding anticipated learning to your present skill level, we can then project your skill readiness for the beginning as well as for the end of your competitive season.

**D. PROPRIETARY MOVEMENT CHARTS:** through years of experience, we have developed a set of skills that help determine if an athlete is ready to move to the next level. We inform the gymnast of these "required" skills throughout the season as this is no secret.

## EXPLANATION OF GYMNASTICS LEVELS

Girls Gymnastics Levels: 3, 4, 5, 6, 7, 8, & XCEL

Additionally, we have a Pre-Team program that is designed to get the younger athletes ready for competitive Gymnastics.

### **LEVEL 3:**

- An introduction to Competitive Gymnastics
- Designed to perfect basic skills of gymnastics
- All Meets scheduled in Ohio only with the State Meet being the goal competition. *Gym World does not always choose to attend all the State Competitions that are offered*
- Compulsory routines
- Very common to spend two years in Level 3  
Mobility to Level 4 depends on her ability to perform the new skills as well as our assessment of his/her performance ability.

### **LEVEL 4 and LEVEL 5:**

- Compulsory routines with more advanced skills
- State Meet being the goal competition
- May travel outside Ohio
- Common to spend two years in Level 4 and 5  
Mobility to Level 5/6 depends on his/her ability to perform the new skills as well as our assessment of his/her performance ability.

### **LEVEL 6 and LEVEL 7:**

- Introduction Levels to Optional Gymnastics
- Requires Choreography of Floor and Beam Routines
- State Meet being the goal competition.
- Travel competitions outside Ohio are common  
Mobility to next level depends on his/her ability to perform the new skills as well as our assessment of his/her performance ability.

### **LEVEL 8:**

- Optional Level
- Competitions involve State and Regional Competitions
- High School Gymnastics (girls only)  
Mobility to next level depends on his/her ability to perform the new skills as well as our assessment of his/her performance ability.

### **Xcel:**

#### **Multiple levels (Bronze, Silver, Gold, Platinum, Dimond)**

- Optional Gymnastics with Specific Requirements
- Requires Choreography of Floor and Beam Routines
- State Meet being the goal competition.
- Travel competitions outside Ohio are common  
Mobility to next level depends on his/her ability to perform the new skills as well as our assessment of his/her performance ability.

### WITHDRAWAL FROM TEAM:

Should this circumstance occur, you must notify us in writing prior to the first of the month of your intent to withdraw. Failure to do so will result in you being liable for that month's tuition and we will debit your account on file. Your signature on the team agreement form will be permission to do this. Also, as per your Annual Processing Fee agreement, the annual processing fee is NOT refundable under any circumstances.

### MEDICAL CREDITS/ABSENCES:

1. Medical credit will be considered after the first two weeks of missed practice.
2. Credit will then be based on the amount of time missed due to the injury/illness.
3. Since most injured gymnasts can still participate in some parts of their practice, adjustments to the tuition credit may reflect this partial participation, pending individual circumstances.
4. **The Medical Credit Form must be completed** by you and returned to us for consideration. (Forms available at our service counter).

### COMMUNICATIONS

1. Most Communications are done through email. Should your email address change, please log on into your customer portal via our website and update as needed. There is also an ability to give multiple email address. All emails sent out are also posted on the team board located in the lobby next to the girl's locker room. Since we send bulk emails, some providers read us as 'spammers'. In order to prevent this, you must add to your directory: [info@gymworldtwinsburg.com](mailto:info@gymworldtwinsburg.com); [gregganim@gymworldohio.com](mailto:gregganim@gymworldohio.com); [greg@gymworldtwinsburg.com](mailto:greg@gymworldtwinsburg.com); [patrick@gymworldtwinsburg.com](mailto:patrick@gymworldtwinsburg.com)
2. **For families with separate households, we must know if we need to send two sets of information out whenever a mailing is necessary. We also must know which parent is responsible for related gymnastics expenses and tuition.**
3. Become a part of our Team Parent Facebook page. This page will give you another vehicle to quickly gain information from other parents.

### PARENT MEETING

We may have one or two required parent meetings each year. **We will hold a required meeting either just prior to the start of the Fall season, or shortly thereafter. The information given is always important.**

### SCHEDULE OF MEETS

Copies of the meet schedules will be released as soon as possible; usually early fall. Since it is a very time consuming venture to contact literally dozens of clubs to arrange meets, and then to see if judges are available, these schedules are often not finalized until we are into the actual competitive season. We will do our best to complete all scheduling as soon as we possibly can. Revisions are made, as necessary, during the competitive seasons. Also, be aware that when you set your schedule, we usually put down both weekend dates, i.e. the 5th. and 6th. This does not mean that you will be competing on both days, but rather, the exact date of the meet is not yet been determined.

## ATHLETE'S REQUIREMENTS

### PROMPTNESS:

Your promptness to practice enables you to take full advantage of your warm-up and practice time. We realize that on occasion, tardiness is unavoidable, but we still must ask for your fullest cooperation to **arrive on time**. The importance of a well-organized, efficient warm-up has been well documented by medical research. If you arrive after the warm-up/conditioning period has begun, you will be given a make-up assignment. When you are done with this, you will then be allowed to join your group at their first rotation. Parents, it is equally important for you to pick up your child on time. Often, gymnasts have sat and waited well beyond their scheduled pick-up time. We cannot ask our employees to stay beyond closing time and provide childcare until you arrive. **A "sitting" charge of \$5.00 per 15 minutes will apply when a coach/employee must wait beyond our closing time.** Please refer to the section titled ABSENCES regarding the policy for meets.

### ABSENCES AND ATTENDANCE POLICIES:

All **absences** must be called in to our receptionist. It is our responsibility for the athletes growth in gymnastics. We need to know why you cannot be at practice each and every time. Although there are many good reasons to miss a practice - **family obligations, school or illness** - we urge you to be at every practice. An excessive number of unexcusable absences may result in suspension or removal from the team. **We cannot be responsible for the progress of those frequently absent. Upon the athlete's return from a missed practice, they may have to make up the missed conditioning during their last regular rotation of the day. This may take a few extra minutes beyond that time to complete their conditioning assignment. We believe conditioning to be their most important rotation of the day!**

***It is especially important for our teenage driver's to call in when they are going to be absent or tardy. If you have not called in and are not here, we are going to do two things: worry and then call your home. Also, if you are leaving practice early, we will call your home and inform your parents of such.***

### VACATIONS:

All vacations from gymnastics should not exceed two weeks. When a gymnast misses one week, they actually fall two weeks behind - one week to catch up to where they were and one week of training what they missed. Since we normally schedule ample time off during the summer, we politely request that families do their best to schedule their vacation time during those periods. When this can be done, neither training time, nor wasted team fees are lost. Finally, due to the large number of team members, we do ask that you notify us in writing if your vacation falls during our regularly scheduled practices. **No fee adjustments are made when you miss practices for vacation purposes.**

## **SUMMER CAMPS:**

We feel that Summer Camps can be beneficial and fun but encourage participation with one of our coaches. If you plan on attending any summer camp, please understand that there will be no reduction of monthly tuition as we do not shut down during this time. There are weeks in the summer when Gymnastics World does shut down and we recommend those weeks to be used for a summer camp experience.

## **CONDITIONING**

We firmly believe that the best gymnasts are the best conditioned ones. As you may be aware, our conditioning program for all of our teams is, shall we say, challenging. Medical research supports us in our belief that a well-conditioned body is less prone to injury. As a secondary benefit is of course that a stronger body can aid the gymnast in skill development as well as injury prevention/minimization. Therefore, we expect each gymnast to give his or her whole-hearted effort to this phase of the practice.

## **TEAM AWARDS DAY**

***An annual Awards Day toward the end of the school year will be held. Gymnastics World will provide awards. Please try to attend!***

## **CHOREOGRAPHY AND MUSIC**

Floor exercise music and routine composition is each girls individual concern, **as well as your beam choreography.** (for level's 6, 7, 8, and EXCEL) A variety of music sources are available but your final selection is up to your choreographer. **An extra fee must be charged for this service due to the extensive amount of time and effort involved.** Please review the CHOREOGRAPHY HANDOUT that was handed out to you in May. **All routines must be done by October 1.**

## **NUTRITION BREAK**

Will be provided during practices that last more than three hours. The types of foods that should be consumed at these times include: fruit, vegetables, non-fat crackers, juice, and pretzels... Never bring or buy candy or heavily sugared foods. Soda pop is out of the question. Also, each gymnast should bring a water bottle to every practice and keep it with them at all times. **ONLY WATER IS TO BE PUT INTO YOUR NON-BREAKABLE WATER CONTAINER!** No "sports drinks" of any kind will be allowed in the gym. During practice hours, each athlete should consume 2-4 ounces of water every 15 minutes.

## GENERAL RULES OF BEHAVIOR

It is expected that all gymnasts will abide by the rules for conduct and behavior as established by Gymnastics World. Failure to follow these rules may result in suspension or dismissal from the team.

- 1. RESPECT AND COMMON COURTESY** to all coaches, judges, teammates and guests at all times in and out of the gym.
- 2. COOPERATION** toward all coaches, judges, teammates and opponents **AT ALL TIMES**
- 3. ANY USE OF ALCOHOL, TOBACCO OR ILLEGAL DRUGS** will result in immediate **suspension** from the team. If there is a need for a gymnast to take prescription or over-the-counter drugs on a temporary or long-term basis, we are to be made aware of this in writing. Second offenders risk **dismissal**.
- 4. NO CELL PHONE USE IN OUR LOCKER ROOMS OR RESTROOMS...NO EXCEPTIONS:** Parents will be called and ask to get the athletes cell phone back if we find a cell phone was used in our locker rooms.
- 5. SOCIAL MEDIA RESPONSIBILITY:** Social Media is a powerful vehical and it would be impossible to list all the possible issues that may occure due to irresponsibility of both **athletes and parents**. Please monitor and be cognitive of what you share and post as suspension or dismissal from our program may result.
- 6. ALINGNING YOUR BEHAVIOUR IN AND OUT OF THE GYM:** Remember that you are representing your family first, your school, your teammates and your coaches. Therefore, no matter where you are, do the right thing. When in doubt, always ask yourself if you would be saying, doing, or acting the same way if your parents were right next to you.

## OBLIGATIONS OF THE GYMNAST

- 1. MEET ASSISTING:** Whenever GW holds a home meet, we will offer the opportunity to our athletes and parents to help work the meet. Those that do will receive cash credit into their tuition account. The amount will vary, pending the actual amount of time spent working the meet. Sign up sheets will be posted on the bulletin board the week of each meet.
- 2. DEMONSTRATIONS:** We are often asked to demonstrate gymnastic skills for various organizations. This is a great opportunity for us to perform without the pressure of competition on our backs. We do ask for your fullest cooperation if you are asked to assist us in such a function.
- 3.** On occasion, we will hold a **GYM WORLD SHOW**, which showcases our team athletes. When this occurs, (this is not an annual event) we sincerely hope that each and every team member chooses to participate. Our shows are fun, exciting and very worthwhile.



## TEAM DRESS REQUIREMENTS

When traveling to an away meet, we expect our gymnasts to be dressed in appropriate clothing that represents our gym and our sport.

### COMPETITIVE WEAR FOR GIRLS:

*Team leotard for compulsory and/or optionals*

**Nude colored briefs or matching to the main color of our leotard**

*Handgrips and wrist bands (doweled grips for levels 6,7,8)*

*Team warm-up suit*

**Appropriate sized hair style/matching ribbons. Do not wear anything really big!**

**You may wear stud earrings only for your meets. NO other type and NO jewelry of any sort, including friendship bracelets/anklets or other style earrings or jewelry may be worn.**

*All of the above mentioned apparel items are available for purchase from our Pro Shop.*

### **WORKOUT WEAR FOR GIRLS: (daily practice attire)**

Leotard of any color

Grips and wristbands.

Hair properly fixed

**No T-shirts or warm up suits during or after warm-ups are over.**

Leg tights or **bike tights** may be worn, pending the coaches' approval.

**No jewelry** of any sort, including friendship bracelets/anklets.

Stud earrings will be allow but understand **YOU WEAR THEM AT YOUR OWN RISK!**

## GENERAL MEET RULES

1. **MEET PARTICIPATION:** All gymnasts are required to participate in every scheduled meet for their team. **If a gymnast or his or her family decides not to go to the meet after the entry fees have been paid, please be aware that you will still be assessed your share of the meet expenses.** (dire financial situations excepted) If the coaches feel you are not ready to perform, then we will inform you of this. The decision to compete or not must be up to the coaches'. We will be the first to be blamed if the athlete does not reach his or her goals. Parents, if you withhold your child from a meet, the responsibility for their goal attainment rests with you, not us. Due to the fact some gymnasts seem to perform in streaks, we must reserve the right to remove you from any competition we feel you are not prepared for - even if it means that you lose your prepaid entry fee. We cannot subject you to unsafe gymnastics due to lack of preparation on your part.
2. Meet entry fees are paid by you through your account with the GYM WORLD TEAM FUND. Please keep current with the payment scheduled issued to you during the month of May.
3. REGIONAL AND NATIONAL MEET EXPENSES  
**Participation in these meets is considered to be above and beyond the estimated meet expenses for the year. Please plan accordingly. If you have never gone to a Regional or National meet and would like a professional "guesstimate", please see Greg Ganim.**
4. Coaching expenses for food, lodging, salary and travel will be paid through your GYM WORLD TEAM FUND. All coaching expenses are divided equally among participating team members. Every effort is made to keep the coaches expenses to a minimum.

**Remember, if you decide not to attend for personal reasons, you will still be responsible for your share of all meet expenses.**

5. If you must withdraw from a meet, you must give us written notification asap. Meet entries are done up to 2 months in advance! Attempts will be made to secure a refund, but we cannot guarantee this. There is a \$15.00 service fee to get a refund after the meet has been entered. If you do opt out of a meet that has already been entered, you are still responsible for the coaches, team and travel fees for that competition. Refunds depend on timing and the policy of the host club. If you must withdraw from a previously entered competition, you turn in the Meet Withdrawal Form (at the front desk) to the secretary. We will **attempt** to secure a refund. You may also email: [info@gymworldtwinsburg.com](mailto:info@gymworldtwinsburg.com)
6. **GYMNASTS** are to remain with their team during any competition. No one is allowed to leave a meet until the coach in charge dismisses him or her. We **strongly discourage** gymnast/parent contact during a meet or practice. It is the coaches' responsibility to control and provide for the gymnasts during these times. **Parents are asked not to talk to their child during these times.** It is our responsibility to keep each gymnast "on track". Your good parental intentions may interfere with their ability to succeed. ***Gymnasts need to be fairly "even" with their psyche level and it is the coaches' responsibility to assure this. Your good intentions may turn your child the wrong way.***
8. **PARENTS** are not allowed on the competitive or practice floor at any time.
9. **PERFORMANCES** should be done in a most disciplined and elegant manner. Even when the previous event(s) didn't turn out the way you might have wished, a champion **never lets the past take away from the present.** In past years, we experienced a few meets where discipline and poise were absent from the gymnast's demeanor following a disappointing performance. Part of the learning process involves self-control and emotional control. Therefore, we have decided that: following adequate warning any athlete showing disrespectful behavior to themselves, their teammates, their team or their coaches' will be immediately removed from the meet and may indeed miss the next meet as well.
10. **NEITHER PARENT NOR GYMNAST** may approach a meet official or judge regarding the evaluation of a routine
11. **HOME AND AWAY COMPETITIONS:** The team will have a meeting before and after the meet. ALL team members are required to attend. In past years, some gymnasts have gone directly to their parents or the snack bar prior to the meeting. You must remain with your group until the final gymnast has competed and our coach has had a wrap-up meeting. You will then be dismissed.

*Remember, you are not dismissed until THE END of the awards ceremony. If you leave early, we will not pick up any of your awards. Not important to you....not important to us.*

#### **HOME MEET PROCEDURES**

1. **COMPETITIONS - AT HOME:** We will ask parents and athletes to with help in setting up of equipment and the putting away of equipment, as well as the general clean-up following the awards ceremony. Please plan your time schedule accordingly.
2. ***Parents of athletes competing in a home meet have the advantage of reduced costs (no hotel. Traveling, food on the road, etc.)***

***It will be offered to all parents to sign up to help set up and/or take down the equipment for every home meet their child is entered into. Without the proper help, we cannot continue to hold home meets.***

3. The Booster club officers will post their procedures and request for help for all home meets. Please refer to the Booster's board.
4. Gymnasts on our teams are never allowed to be drinking anything but water during a meet. Please cooperate with this rule and avoid serving/selling/offering anything to the kids in the meet. If they are in a need of a nutritious snack, please accommodate this need. Do not sell them "junk food".

## AWAY MEET PROCEDURES

1. **TRAVELING** involves the application of rules that are suitable for the entire group. This applies to behavior on a bus trip meet - when provided - as well as behavior on overnight trips.

2. **OVERNIGHT TRIPS:** When possible, GW will provide you with the hotel locations for each meet. With or without your parents, ***your proper behavior is expected.*** You are representing your family, your teammates and Gym World!

3. **OUT-OF-TOWN MEETS:** There should never be girls running/walking the hallways after curfew hours, (the night before a meet = 10:00 p.m. bed time) even if you are staying with your parents. You need your rest and more importantly you need your safety. Roaming around hotels at night can only cause you problems. Swimming is NOT recommended the day or night before a competition.

### 4. A NOTE ON MEETS REQUIRING AIR/BUS TRAVEL

**Every so often, we try to schedule a far away meet, involving air or bus travel. As always, it will be your choice whether to participate in this meet or not. Our purpose in doing this is to provide the team with the chance to travel and lodge together in some memorable location. However, more often than not, in spite of our detailed plans and arrangements, many families have chosen to deviate from our itinerary and make their own plans. Folks, this totally eliminates the purpose of a "travel meet". We want the kids together from beginning to end. Therefore, we politely request that when deciding to go or not to go to these meets that you do so on the basis that all of us will travel, lodge and return as a group.**

## MEDICAL PROCEDURES

1. **TAPING OF ANKLES, WRISTS, ETC.** Gymnasts requiring this ***should report to practice 10-15 minutes early.*** Each gymnast must supply his or her own tape and supplies. Tape and pre-wrap are available for purchase at our Pro Shop.
2. **INJURY PROCEDURES:** It is the responsibility of the gymnast to report any and all injuries to their coach. The gymnast should strictly adhere to whatever course of action is recommended. Most injuries are minor and can be kept that way if they are properly cared for.
3. **MEDICAL EXCUSE FORM.** The only reason we give credit on your monthly tuition is for a legitimate medical excuse, **originating from your gymnastics participation with us**, that keeps you totally out of training. A special form is available at the desk for this. It must be completed and signed by the parent and gymnast; give the form to our secretary for her records. She will then note it and be able to extend financial credit when you return to the gym.
4. **WITHOUT THIS FORM NO CREDIT WILL BE GIVEN.** A minimum of two weeks is necessary before credit will be considered. As an example, if a child is injured here and is out for one month, a two-week credit would be given; out for two months, a six-week (month and a half) credit would be given .
5. **REHABILITATION OF INJURIES:** Besides any prescribed P.T. program you may have, **the GW staff has developed its own Rehab program for general conditioning maintenance.** If an athlete is unable to train one or more events, **they should still attend every practice. We have exercises, drills and skills for every event that nearly all injured gymnasts will be able to do. Do Not Sit At Home! We will always have something for you to do so that when you return to "full go" the rest of your body will be ready! For some injuries, you may not need to stay for the full practice time.**
6. **HAND CARE:** Rule #1: always wear grips! Other rules; gymnast's hands need special care because of the drying effects of chalk and the friction that occurs while using the equipment. To prevent dry, cracked or ripped skin, lotion should be applied at least twice a day. If a rip still does occur, please follow these guidelines: cut off all the dead skin around the rip; clean the rip with a mild soap and warm water; keep the new skin from drying out by using a moisturizer that contains lanolin. If the proper care is taken, hand discomfort can be minimized and the fun of gymnastics **uninterrupted. Most importantly, always be aware of the condition your grips are in.** Have your coach check them on the first practice of every month. If they become overstretched, the grips may "lock-up" on you and cause serious injury to your wrist(s) and forearm bones. Cut up and discard overstretched grips at once! Please have your bar coach check your grips monthly if they are over six months old. ***All gymnasts should always have a new, but broken in, pair of grips in their gym bags as a back up. If your grip breaks at or just before a meet, you will have great difficulty competing without grips that are broken in. We urge all of you to do this now!***

## **TWELVE CHARACTERISTICS OF A SUCCESSFUL ATHLETE**

- 1. HAS DRIVE** - the ability to set goals; determines "Where am I now" and "Where do I want to go?"
- 2. HAS DETERMINATION** - the amount of time and effort one is willing to put in. (how much extra time did you put in last year?)
- 3. IS ASSERTIVE** - makes things happen. Does things on their own - shows initiative (extra conditioning, weight training)
- 4. IS CONFIDENT** - they know what they can do well and concentrate on their areas of weakness. (when you are on your own, do you practice the boring sub-skills or do you only practice the fun skills you already do well?)
- 5. IS DOMINANT** - the athlete is not intimidated or influenced by others or other things. (does the performer ahead of you disturb your ability to do your best?) (does another gymnast in our gym distract you?)
- 6. IS COACHABLE** - the willingness to listen, accept authority and to be perfect. (are you satisfied with a mediocre performance?)
- 7. SHOWS TRUST** - willing to have total trust in the coach in all ways. (This is the most difficult one to attain and yet, is the easiest to destroy)
- 8. IS RESPONSIBLE** - for their actions. Doesn't blame the beam, the judge or anything else. The athlete identifies their mistake and takes the necessary steps to correct it.
- 9. IS CONSCIENTIOUS** - shows "self-discipline" and is willing to pay the price for success. (how often can we conveniently come up with an excuse to miss practice?)
- 10. MENTAL TOUGHNESS** - the ability to take rough corrections, criticism, even coarseness, and still bounce back for more. (do we have to hold a pity party for ourselves because we have been yelled at or disciplined?)
- 11. EMOTIONAL CONTROL** - able to do things under pressure. The turning of emotions into constructive, rather than destructive channels. (the ability to use our fears properly, such as using our fear of injury in such a way that it makes us do the skill the best we can, rather than avoiding the performance of the skill entirely)
- 12. TOTALLY UNDERSTANDS THE MEANING OF THE ANCIENT LEBANESE PROVERBS THAT WE JUST MADE UP: "LEARNING DOES NOT OCCUR THROUGH AN OPEN MOUTH" AND UNDERSTANDS WHAT "" SHUT UP AND TUMBLE" REALLY MEANS!**