



## **LSA Parents Agreement/Contract**

### **1. General**

#### **1.1 Compliance with Club & Venue Rules**

All LSA members, parents, and staff must comply with the club's rules and those of the venues where our training sessions take place.

#### **1.2 Zero-Tolerance Policy on Misconduct**

London Sport Academy (LSA) maintains a zero-tolerance policy regarding any form of abuse, bullying, or threats directed at coaches, gymnasts, or club staff. Any acts of disrespect, insults, unreasonable demands, or discrimination—including but not limited to race, nationality, or sexual orientation—are strictly prohibited. Furthermore, any form of physical or psychological abuse will not be tolerated. Violations of this policy by gymnasts or parents may result in immediate termination of membership at the club's sole discretion. LSA is committed to upholding a strict anti-discrimination policy, ensuring that all members are treated fairly and equally in accordance with applicable laws and ethical standards.

### **2. Parents' Code of Conduct**

#### **2.1 Accuracy of Registration Information**

Parents/guardians must ensure that the information provided on the registration form is accurate and up-to-date. Any changes to medical conditions or contact details must be communicated to LSA in writing.

#### **2.2 Disclosure of Medical Conditions**

Parents must disclose any special medical conditions their child has at the time of registration.

#### **2.3 Supervision Responsibility**

Parents are responsible for the safety and supervision of their child before and after classes, including in the changing rooms, toilets, and waiting areas.

#### **2.4 Punctuality & Warm-Ups**

Parents must bring their child to training on time. Warm-ups are a critical part of training, and missing this section may increase the risk of injury.

#### **2.5 Personal Belongings**

Parents are responsible for their child's personal belongings. LSA coaches and staff are not liable for any lost, stolen, or damaged items.

## **2.6 Respect for Coaches & Club Decisions**

Parents must respect the decisions of the club's coaches and administrators and avoid arguments or conflicts.

## **2.7 Official Communication Channels**

Parents are prohibited from using the personal phone numbers or personal social media of coaches for communication. There is an official club phone number that parents can use to contact the administrator.

**2.8 Observation & Conduct:** Parents may observe training sessions only from designated areas and must not interfere with the training process. Any disruptive behaviour, including coaching from the sidelines, is strictly prohibited.

**2.9 Communication & Feedback:** Any concerns or complaints must be addressed through the official club communication channels. Parents should follow the club's escalation procedure and refrain from engaging in confrontations with coaches or staff.

**2.10 Photography & Video Recording:** For the safety and privacy of all gymnasts, parents are not permitted to take photos or videos during training sessions without prior written permission from the club administration.

**2.11 Compliance with Club Policies:** By enrolling their child at LSA, parents agree to comply with all club policies, procedures, and codes of conduct. Failure to adhere to these policies may result in disciplinary action, including suspension or termination of membership.

## **2.12 Complaint Procedure**

Any complaints or concerns regarding club services must be directed to the club administrator through the official communication channels.

## **2.13 Parental Responsibility for Code of Conduct**

Parents are responsible for explaining the "Gymnast's Code of Conduct" to their child and ensuring their full understanding and compliance.

## **2.14 Encouragement & Support**

Parents should provide positive reinforcement and support for their child's efforts, prioritising progress and improvement over competition results.

## **2.15 Club Uniform & Equipment Requirements**

All gymnasts are required to have the official club uniform and their own rhythmic gymnastics equipment. Uniforms, equipment, and other necessary items can be ordered through the club administrator.

## **2.16 Supervision of Young Children**

Children under the age of 13 must be supervised by a responsible adult before and after each training session.

## **2.17 Acclimation Period for Children Under 5**

Young gymnasts under the age of 5 may experience distress in new environments. To support their

transition, parents of new gymnasts under 5 years old are encouraged to remain in the waiting area for the first 3–4 sessions.

### **2.18 Restricted Access to Training Area**

Parents are not permitted in the training area during sessions. To ensure an optimal learning environment, gymnasts must focus without external distractions. Additionally, communicating with gymnasts during training may pose safety risks.

### **2.19 Pre-Training Preparation**

Parents must ensure their child has had sufficient water and used the restroom before training to minimise disruptions during the session.

### **2.20 Timely Collection of Children**

Parents must collect their child promptly at the end of each session. In case of delays, the club administrator must be notified in advance.

### **2.21 Absence Notification**

If a gymnast is unable to attend a session, parents must inform the club in advance.

### **2.22 Communication with Coaches**

Parents may not approach coaches with questions or concerns during training hours. Any inquiries must be directed to the club administrator, who can arrange a suitable time for discussion with the coach if necessary.

## **3. Gymnast's Code of Conduct**

### **3.1 Hydration & Food Policy**

All gymnasts must bring a water bottle to each training session. The consumption of fizzy drinks, food, and chewing gum is strictly prohibited within the gym premises.

### **3.2 Appearance & Safety Regulations**

Gymnasts must have their long hair neatly tied back to ensure safety during training. Wearing jewellery is not allowed. Earrings must be removed or securely covered with tape or a plaster to prevent injuries.

### **3.3 Compliance with Coaching Instructions**

Gymnasts are required to follow all instructions given by their coaches and to conduct themselves with discipline and respect at all times.

### **3.4 Respect & Conduct Expectations**

All gymnasts must treat coaches, judges, club staff, and fellow members with courtesy and respect. Disrespectful behaviour will not be tolerated.

### **3.5 Representation of the Club**

Gymnasts are expected to represent the club in a professional and respectful manner during competitions, performances, and official events. Their behaviour should reflect the values and standards upheld by the club.

### **3.6 Injury & Illness Reporting**

Any injuries or illnesses must be reported to the coach before or during the training session to ensure appropriate care and adjustments to the training plan if necessary.

### **3.7 Supervision & Departure Policy**

Children under the age of 13 must not leave the premises unaccompanied. If a gymnast under the age of 18 is permitted to travel home alone, a parent or legal guardian must provide written consent to the club administrator.

### **3.8 Disciplinary Actions for Non-Compliance**

Failure to comply with these regulations may result in disciplinary action, including temporary suspension or termination of membership, at the discretion of the club administration.

## **4. Membership, Fees, and Attendance**

### **4.1 Mandatory British Gymnastics Membership**

All gymnasts must hold a valid British Gymnastics membership to participate in training. Registration must be completed at [www.british-gymnastics.org/memberships](http://www.british-gymnastics.org/memberships).

### **4.2 Club Membership Fees & Deposits**

All members are required to pay an annual club membership fee and a deposit. The deposit amount may vary depending on the branch.

### **4.3 Non-Refundable Missed Sessions & Membership Termination**

Missed training sessions are non-refundable. To terminate membership, parents/guardians must provide a minimum of one month's notice. The deposit will be applied to cover fees for the final month of training. If the required notice is not given, the deposit will be forfeited and will not be refunded.

### **4.4 Monthly Fee Payment & Late Penalty**

Monthly training fees are fixed and must be paid in full before the start of each month, irrespective of the number of training weeks. Late payments will incur a £20 penalty.

### **4.5 Trial Session Fee Policy**

Trial session fees are non-refundable, including cases of absence.

### **4.6 Discounts & Refund Eligibility**

Discounts are available only for new members enrolling mid-month. Refunds are granted solely for absences exceeding two consecutive weeks due to medical reasons, provided that a doctor's note is submitted.

### **4.7 Lesson Cancellations & Replacement Sessions**

London Sport Academy reserves the right to make every effort to provide replacement sessions for all affected groups in the event of a lesson cancellation due to circumstances beyond our control, such as the unavailability of the training facility.

### **4.8 Absences & Fee Adjustments**

If a student is unable to attend a session due to personal circumstances, other than illness verified by

a qualified doctor, no adjustments will be made to the fees, and no replacement session will be provided.

## **5. Competition Policy**

### **5.2 Prohibited Contact with Judges**

Parents are strictly prohibited from approaching judges during competitions or engaging in discussions regarding scores, rulings, or decisions.

### **5.3 Restrictions on Score-Related Inquiries**

Parents may not request coaches to approach judges on behalf of their child to dispute or discuss scores. All judging decisions are final and must be respected.

### **5.4 Confidentiality & Professionalism**

Parents must refrain from discussing training methods, coaching decisions, judging criteria, or competition scores with other parents or members of other clubs. Respect for privacy and professionalism within the gymnastics community is essential.

### **5.5 Compliance with Competition Regulations**

All gymnasts and parents must adhere to the competition rules and regulations set forth by the event organisers, British Gymnastics, and the London Sport Academy. Any violation of these policies may result in disciplinary action, including suspension from future events.

## **6. Competition Structure and Information**

### **6.1 Parental Permission for Participation**

A voting poll will be conducted to gain parental permission for the gymnast to participate in the competition.

### **6.2 Competition Details Communication**

Competition details, including dates, locations, and times, will be shared in the club's official group.

### **6.3 Individual Communication Policy**

This information will not be communicated individually to parents.

### **6.4 Competition Fees**

Competition fees must be paid and are non-refundable once the gymnast is registered.

### **6.5 Non-Refundable Participation Fees**

In the event of a withdrawal, the participation fee remains payable, as it is non-refundable.

### **6.6 Information Sharing and Privacy Regulations**

As per our club policy, we are only able to share information directly related to our own gymnasts. Due to privacy regulations, we are unable to disclose the names or details of participants from other clubs. Should any relevant information be made publicly available, we will gladly share it with you. Regarding international competitions, please note that these events are private, and we are required to comply with the specific rules and guidelines set forth by the organisers.

### **6.7 Contacting Competition Organisers**

Parents wishing to contact competition organisers (e.g. regarding participation issues, refunds, gymnast injuries) must first receive club approval to access organiser contact information.

### **6.8 Registration and Payment Deadlines**

Registration and payment deadlines will be communicated through the club's official channels.

### **6.9 Parental Responsibility for Deadlines**

Parents are responsible for ensuring adherence to all deadlines as outlined by the club.

### **6.10 Withdrawal Policy After Registration Deadline**

Gymnasts are not permitted nor advised to withdraw from competitions after the registration deadline has passed.

### **6.11 Non-Payment of Entry Fee**

If a gymnast is registered but decides not to participate, and the entry fee has not been paid, the amount will:

- Be deducted from the gymnast's deposit, and
- Be added to the following month's training fees.

## **8. Equipment and Attire**

### **8.1 Pre-Purchase Consultation Requirement**

Gymnasts at Level 3 and above must seek prior consultation with their coach before purchasing leotards, apparatus, or equipment intended for use in competitions.

### **8.2 Compliance with British Gymnastics Federation Standards**

All leotards, apparatus, and equipment must adhere to the standards set forth by the British Gymnastics Federation and receive approval from the club.

### **8.3 Prohibition of Non-Compliant Equipment**

Leotards, apparatus, or equipment that do not comply with the aforementioned standards will not be permitted for use in competitions.

## **9. Gymnast Levels**

**9.1** Levels 0–2 are determined by the coach and confirmed by the club's head coach.

**9.2** Levels 3–4 are determined by regional standards.

**9.3** Level 5 is determined by national standards.

## **10. Gymnasts at Levels 0–2**

### **10.1 Competition Participation by Invitation**

Participation in competitions is permitted only by invitation from the coach and with the approval of the head coach.

## **10.2 Right to Deny Participation**

The club reserves the right to deny a gymnast's participation if the coach determines the gymnast to be unprepared, either physically or psychologically.

## **11. Gymnasts at Level 3**

### **11.1 Competition Participation Determination**

Competition participation is determined and regulated by the coach in accordance with the gymnast's development and readiness.

### **11.2 Selection of Competitions**

Coaches select appropriate competitions based on the official plans and guidelines provided by the London and British Gymnastics Federations.

## **12. Gymnasts at Level 4+**

### **12.1 Mandatory Participation in Competitions**

Participation in all scheduled competitions and events organised by the London and British Gymnastics Federations is mandatory for gymnasts at Level 4 and above.