

Raieburn Calisthenics Inc.



Student Information Handbook

Welcome to Raieburn Calisthenics Inc.

*Thank you for choosing to join our friendly club.
We are a club of approximately 70 students, who form our teams, and
their families, who help form our club.
We have been operating in Craigieburn for over 40 years now!*

*Our aim is to perform to our best in our chosen sport, while at the same
time making sure we have lots of fun, meet new people and be the best
we can generally be.*

*Working as a team gives us the opportunity to make new friends, as well
as some happy memories and add to a club that values each member.*

*We look forward to getting to know you and hope that you find your
experience with Raieburn a rewarding one.*



Encouraging Teamwork, Fun & Friendship

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POLICIES

Policies pertaining to our Club, Calishtenics Victoria (CV) and the Australian Calisthenics Federation (ACF) can be found on our website – raieburncalisthenics.com.au on the 'About' page

ACF / CV Adopted Policies -

- ACF National Member Protection Policy
- ACF Risk Management Plan Policy
- CV Privacy Policy
- Coach Code of Conduct
- General Code of Conduct
- Officials Code of Conduct
- Parents Code of Conduct
- Participants Code of Conduct

Child Safe Standards Policies -

- Child Safe Standards Document
- ACF National Member Protection Policy (as shown above)
- ACF Risk Management Plan Policy (as shown above)
- Child Friendly Reporting Policy
- Child Safe Code of Conduct
- Child Safe Guidelines and Definitions
- Child Safe Policy
- Child Safe Standards Statement
- Club Code of Conduct & Ethics
- Coach Contract
- Coach Information
- Complaints and Grievances Register
- Compliments and Complaints Management Policy
- Responding to and Reporting Suspected Child Abuse
- Risk Assessment Policy
- Risk Management Policy
- Volunteer Opportunities

Additional Club Policies -

- First Aid Treatment Form
- Privacy Policy
- Smoke Free Policy
- Social Media Policy

Raieburn Calisthenics Inc Commitment to Child Safe Standards -

Raieburn Calisthenics Inc is committed to ensuring our Club is a Child Safe Standard Club.
Raieburn Calisthenics Inc adopts a zero tolerance approach to child abuse.
Raieburn Calisthenics Inc respects, embraces and supports the diversity of all children.
Raieburn Calisthenics Inc will include all children, regardless of race or ability, to the same extent and all are welcome at our club.

All of the Coaches, Cadets, Assistants, Helpers, Committee Members, Group Representatives and all other Volunteers at Raieburn Calisthenics Inc are required to adhere to our Child Safe Standards and Codes of Conduct Policies

What is Calisthenics?

The word Calisthenics is derived from the Greek Words 'kallos' which means beauty and 'thenos' which means strength.

Calisthenics involves both these essential attributes, and also influences the emotional and social development of students through friendship, self-confidence and teamwork.

Items are performed in teams with the aim of developing co-ordination and self-discipline while also improving flexibility, posture and self-esteem.

The artistry of Calisthenics develops an appreciation of music and rhythm, the beauty of correct technique and the excitement of performing.

Raieburn is a competitive club and as such, we require a year long commitment from our members, starting in February and continuing through to the end of October.

Routines are set to music by coaches with time limit and rule regulations.

Teams are chosen solely by the coach and the pupils are expected to learn routines and team positions. Once learnt, these teams and routines usually remain the same (at the coaches discretion) for the duration of the competitive season (usually from late July into October).

It is expected that your child attend class every week and practice at home.

Calisthenics is uniquely Australian and is a sport recognised by the Australian Federal Government. It is available to girls from the age of three and upwards, and to boys from three until 14 years of age.

Calisthenics Victoria is the recognised state sporting association for calisthenics in Victoria. As a club we are registered with Calisthenics Victoria and adhere to their guidelines.

All coaches must have completed the coaches training requirements of the Australian Calisthenics Federation (ACF) and be registered members of their State Coaches Association - Victorian Calisthenics Coaches Association (VCCA)

Our Aim

Our aim is to provide a safe and happy sporting environment to all our pupils.

We will provide an environment where all our students can -

- *Learn the wide variety of Calisthenics skills*
- *Be a member of a competing team*
- *Develop confidence, self esteem, co-ordination and fitness*
- *Develop team work skills*
- *Develop friendships and camaraderie*
- *Enjoy a happy and positive experience through calisthenics.*
- *Be treated equally, regardless of race or ability*

You are our club

*Our pupils and their families are the most important part of our club and without you we would not have a team. **You are Raieburn!** We will support every team member by providing each team with a coach at all times, and help will always be available to any person who needs it. Just ask. Don't hesitate to speak up. We can only help if we know there is a problem!*

Club Structure

Committee

Our club is a committee run club.

This is where our day to day decisions are made, and fundraising ideas are discussed.

Meetings are held as needed, generally once a month. This is a light hearted, friendly get together where we share a cuppa and talk about club matters.

*New members are **always** welcome. New input is always valued, and needed.*

Group Representatives

*Each section has a **section co-ordinator / group representative** who*

- *Collects money / writes receipts*
- *Distributes newsletters (mostly sent by email, but somethings still need to be printed)*
- *Ensures all students (under 18) have been signed in and out of class by an adult carer*
- *Answers, or will find the answers, to all your queries*

These people are invaluable as they provide you with a lot of information and are your first point of call if you have a problem. If you have any questions about any matter they will be able to handle it for you. Please don't hesitate to contact them.

Please Remember: *These people are volunteers and are only doing this job for the love of their children and the betterment of our club.
Treat them as you would like them to treat you.*

***All of our Volunteers are required to adhere to our
Child Safe Standards and Codes of Conduct Policies***

Communication

We believe strongly in letting you know what's going on, so you will regularly receive newsletters with lots of information in them. These are generally in the form of an email.

If you are unable to access an email account, don't worry, just advise your group rep and they will ensure a printed copy is available to you.

Please read these newsletters carefully as they contain information about -

- *How to obtain club jackets, shopping list items etc.*
- *Levels / pupil skills classes*
- *Fundraising*
- *Competition dates*
- *Extra classes*
- *Concert details
and lots more...*

Every newsletter is important so please take a few minutes to read each one otherwise you may be unaware of things happening in your section, that involve you and your child.

If you lose any of the information, please don't hesitate to contact your section co-ordinator.

We have a Club Facebook page where lots of general club information is posted.

Each team also has a private Facebook page, open only to members of that team.

This is where students can view videos of the work they are learning to assist with practice at home, as well as learn about news that is specific to them, along with general club news.

Team App is another place to learn about goings on at the club. Competition results are often posted live on this site, keeping all in the know about what is happening with each teams comp!

Classes

Sections

Age groups are determined by the competitors age on the 31st of December in the year of competition and are as follows.

Tinies	3 - 7 years	Intermediates	17 years and under
Sub-Juniors	10 years and under	Seniors	17 years and over
Juniors	13 years and under	Masters	26 years and over

Pupils may be placed up in the next section, depending on class numbers and only at the discretion of the coaches and after CV consultation. Pupils must gain special permission to stay down in a section, (usually for medical reasons) from CV - Calisthenics Victoria.

Attendance at class

Our year is very full and busy and every week represents another important step towards being the best we can be for competitions. Missing class greatly affects the teams progress and it is expected that students attend **every** class. Please be punctual for each class as warming up properly is essential.

Please let your coach know as soon as possible if you are unwell and unable to come to class. If you are aware that you are going to miss class for any reason, please let your coach know well in advance so that your absence can be accommodated and strategies can be put in place to minimize disruption to the team.

Classes during school and public holidays

Classes are held as usual during school and public holidays unless advised otherwise.

Extended classes

During the year it is often necessary to extend classes, especially in the lead up to competitions. Extended classes are kept to a minimum and are usually held during school holidays. These classes may incur an extra fee, but parents will be advised.

Class Times - 2020

Day	Class	Times	Place	Coach	Cadet
Monday	Sub-Juniors	4.45pm - 7.00pm	Primary Gym	Steph B	Isabella
	Juniors	5.00pm - 7.30pm	Secondary Gym	Brittany	Kaitlyn
Tuesday	Intermediates	5.30pm - 8.00pm	Secondary Gym	Steph I	
Wednesday	Tinies	4.30pm - 6.30pm	Primary Gym	Tiffany	
	Seniors	6.30pm - 9.00pm	Primary Gym	Siobhan	

Classes for Tinies through to Seniors are held at -
Craigieburn Education Complex, 102 Hothlyn Drive, Craigieburn.

Class Structure

Disciplines

Following are brief descriptions of the items taught at our club -

Each unique team based item improves the overall health, fitness, strength and flexibility of performers, as well as offering skills and benefits to take into everyday life.

Overall - teamwork, coordination, self-confidence, concentration, listening, following instructions, communication, presentation.

March: *marching to create complex patterning* developing spatial awareness, core strength, rhythm, deportment.

Clubs: *circular swings with wooden clubs* developing fine motor skills, hand-eye coordination, multi-tasking, rhythm

Freearm: a creative series of strength and flexibility movements developing core strength, flexibility, deportment.

Rods: manipulation of a metal rod with movement developing technical skills, hand-eye coordination, multi-tasking.

Aesthetics: graceful movements technically placed and interpreted developing musical appreciation, grace, poise, emotional expression.

Character Dance: series of dance steps to tell a story developing rhythm, dance, storytelling, acting.

Song with Action: *singing with movement and expression* developing confidence, vocals, listening, communication, performance skills.

Song and Dance: singing with dance and expression developing dance, vocals, stamina, breathing.

Dance Arrangement: *dance and interpretation* developing spatial awareness, dance, elevation, expression, performance skills.

Calisthenic Revue: *a creative performance to tell a story* developing performance skills, acting, creative expression, confidence.

...and all of them support the personal growth of your child as well as help to foster a sense of fun.

Class Structure

Disciplines

Our Teams will compete in the following items -

Tinies	<i>Freearm Rods</i>	<i>Character Dance Song with Action</i>
Sub Juniors	<i>March Clubs Freearm</i>	<i>Rods Aesthetics Song & Dance (2020) / Calisthenics Revue *</i>
Juniors	<i>March Clubs Freearm</i>	<i>Rods Aesthetics Calisthenics Revue</i>
Intermediates	<i>March Clubs Freearm</i>	<i>Rods Aesthetics Calisthenics Revue</i>
Seniors	<i>March Clubs Freearm</i>	<i>Rods Aesthetics Calisthenics Revue</i>
Masters	<i>March Clubs Freearm</i>	<i>Rods Aesthetics Calisthenics Revue</i>

* *alternating every second year*

Sign In Books

Every student under the age of 18 is to be signed in and out of class by a parent or adult carer.

Students are **not allowed** to sign themselves in or out - this includes Seniors under 18.

The sign in book is an important way of corresponding with your coach regarding times that your child may have been away or to inform them of upcoming events that may prevent your child attending classes, eg: school camp / concert, etc.

There is also an attendance book kept by the coaches of Seniors & Masters classes.
Senior / Master students should let their coach know if they are to be away for any reason.

Class Rules

Clothing in Class

Suitable clothing consists of - leotard, cross over top and tight fitting leggings.

For boys, tight shorts and a singlet or t-shirt.

*Skivvies are ok if worn under a leotard, but windcheaters, jumpers, tracksuit pants, or pants with any zips, pockets or flared legs (this includes school pants, no matter how stretchy they might be) are **not** allowed. Any child wearing clothing deemed not appropriate by their coach, will be asked to remove it or to sit out of class. This is for their safety as well as others.*

We are aware that the halls become quite cold in winter, so jazz shoes or canvas ballet shoes (available from dance shops) can be worn during warm up. Jazz runners or other runners can be worn during running warm up only. Pupils will be required to remove footwear when doing items such as March and Freearm or on request.

*Socks without shoes are **not** allowed in class.*

*Jiffies are **not** allowed to be worn at all during class.*

Jacket - club or otherwise - need to be removed once warm up has taken place.

- *Long hair is to be tied back.*
- *Pupils are to bring a drink of water with them to class, but **no** food please.
- Please ensure your child has eaten a healthy snack prior to class starting.*
- *Pupils are expected to behave in a responsible manner and to show respect to coaches, cadets and assistants at **ALL** times.*

Equipment Requirements

Clubs - are supplied to pupils on a yearly basis. Seniors & Masters are required to purchase their own clubs and pay for them to be painted to match the costume (usually every 2 years)

*Rods - are supplied to pupils on a yearly basis. Seniors and Masters are required to purchase their own rod. Rods **must** be taken to and from classes and competitions in a rod holder.*

A fee is charged if clubs or a rod are broken or lost.

Practice skirt - a full circle skirt (either nylon or chiffon) ankle length is required.

Coaches have skirts for girls to borrow during class, each week

Parents in Class

*Parents are welcome to stay and watch their children during the first few weeks of classes, providing there is **NO** distraction to the class.*

No responsibility will be taken for children who are not part of the class.

If a child wants to join in at class, a fee will be charged - friends may only come along if they are willing to participate and are of the appropriate age for that group.

If a child is left at class that is not a registered member of that team, a class fee will be charged and parents will be required to pay registration and competition entry fees for that child.

After the first few weeks, parents are asked not to stay as students can be easily distracted, especially in the younger groups and coaches find that they are able to teach more successfully when they have the undivided attention of their pupils.

Class Fees

You will be given details about fees for the year when you first join with updates each following year.

If you require an extra copy, please ask your group rep, they will be able to help you.

Class fees include the following - hire of the hall, most costumes, rod / club hire, and tuition.

Class fees may be paid weekly, by term or yearly.

Discounts apply for paying terms or yearly in advance.

Any other costs are to be paid separately and cannot be discounted. These include, but are not limited to - CV registration, competition entry fee, shopping list items etc.

Class fees are payable even if your child is absent from class.

Class fees will only be waived under exceptional circumstances.

- **Registration and Insurance**

It is a requirement of Calisthenics Victoria that all pupils be covered by insurance.

The CV personal accident insurance can assist in covering some medical expenses not already covered by Medicare and private health insurance, provided the accident which caused the injury occurred at a registered Calisthenics class/competition with a Level 1/2 Coach in attendance. The insurance is not a health fund policy, so if your Doctor / Specialist charges more than the Medicare rebate you may be left with out-of-pocket expenses, commonly called the "Medicare Gap".

Insurance claim forms can be obtained from the CVI office and must be lodged within 180 days of the date of injury.

Please phone 9562 6011 to have the relevant forms posted out to you.

As insurance does not cover a pre-existing injury, a participant should obtain a written clearance from a medical practitioner before resuming training.

(more information can be obtained from the CV website - www.calisthenics.asn.au)

Please Note: *Students are only covered for insurance once registration has been paid in full to CV.*

- **Competition Entry**

A one off fee is charged every year to cover the cost of sending our teams to competitions. Once paid, students are able to attend any competition their team is entered into at no extra charge.

This fee is not kept by our club, but forwarded onto the various committees that run the competitions our teams enter.

This fee is due and payable at the first class each year and is not refundable.

Please Note - *Anyone attending competitions as a spectator will be charged an admission fee. This fee is set by the committees running the competitions and we have no control over how much this may be. Students wishing to attend a competition they are not competing in will also be charged an admission fee.*

- **Financial Difficulty**

If at anytime you are having financial difficulty, please contact the President, Treasurer or Secretary straight away to discuss alternative arrangements.

We realise this is not an easy thing to do, but please be assured, any discussion will be treated with the utmost confidence.

Roles of Coaches, Cadets and Assistants

Coaches

Coaches must be minimum Level 1 accredited with VCCA / ACF and comply with special rules for competitions; rules are available for your viewing upon request.

All Victorian Coaches are registered with the VCCA, as well as the Australian Sport Commission, and are required to attend regular training seminars and meetings to ensure continued development and up to date knowledge.

Calisthenics Coaches are first aid trained and have current Working with Children Checks.

Coaches Role

*It is the coach's responsibility to place pupils in teams. Team and placement selection can be agonizing for both the pupil and the coach. The coaches are aware of how students want so much to be in the first team (if this is an option) and feels for every person as they try so hard to get selected. Every pupil is given the opportunity to make the first team,. But, for our club to do the best it possibly can, teams are chosen on the pupils abilities. The fact that a child is older, or has been at the club longer, does **not** necessarily mean that they will be chosen ahead of a newer or younger member.*

*Every section has at least one item where all students will work with each other and coaches are always working towards helping each student be the best **they** can be.*

The most important thing about team work is the team!

And the most important thing about class work and the competitions, is the fun!

So please, parents, encourage your child to enjoy what they do, without the added pressure of being in the first team or being centre front.

If we don't have someone in each place on stage, we don't have a team!

Feedback will be given throughout the year as to what students can work on to develop their skills and abilities. Improvement and correction is then up to each individual

Once teams and placements have been selected, please be gracious in accepting the decisions. Contact with coaches about these matters is not appreciated.

Cadets

Cadets are coaches in training and are chosen by our current coaches. They must be 16 years of age or older and have obtained Pupil Skills Grade 4 as a minimum. Cadets may be given exercises or sets to choreograph to enhance their learning. Any choreography will be under the direction and supervision of the section coach.

Assistants

Assistants are chosen by the coaches of each section and are directly answerable to them.

All new assistants are required to take part in the pupil skills program. Generally Assistants should have reached their first year as an Intermediate to assist, but this is at the discretion of the coaching class team. As a club, we require our assistant to have obtained or be working towards a minimum Grade 2 level in Pupil Skills

Assistants are expected to attend all competitions of the section they are assisting.

Helpers

Helpers are chosen by the coaches of each section and their role is similar to that of an assistant. The difference being that helpers are not present for the entire class and are only required to attend one or two competitions with the section they are helping. Helpers are still required to take part in the pupil skills program and must be of Intermediate age.

All of our Coaches, Cadets, Assistants and Helpers are required to adhere to our Child Safe Standards and Codes of Conduct Policies

Club Volunteer Opportunities

The following opportunities are provided at Raieburn Calisthenics Inc

All Volunteer positions are provided with assistance from experienced Club members.

Committee Member –

- come along to our meetings (approximately 6 a year) and be involved in the decisions that help keep our club running
- our meetings are relaxed, friendly occasions where everyone has a chance to have their say
- new members are always welcome

Team Representative –

- be in attendance at the start of class, meet and greet, answer questions (or point parents in the direction of someone who can help)
- make sure students are signed in
- write receipts for any (and all) monies paid

Costume Manager and Helpers –

- help with costume distribution, minor repairs, and small sewing jobs if required

Sewing –

- making of costumes, usually in team sets

Fundraising –

- be part of a team who organise and run our fundraising events

Props –

- liaise with coaches to make props for our competitions

Welcoming Officer –

- welcome new and potential members and their families to our club.
- support them to learn the ropes and settle in

If you are interested in taking part in any of the above opportunities, please don't hesitate to contact us via phone **0490 143 781**, email – raieburn@hotmail.com, our Facebook page or by talking to your child's team representative to find out more.

***All of our Volunteers are required to adhere to our
Child Safe Standards and Codes of Conduct Policies***

Pupil Skills

Pupil skills, or "Levels" are Calisthenics examinations that are organised on a national basis. They are optional and are designed to improve calisthenics skills and knowledge of the sport. A certain level is needed to compete in solos, however, we support the pupil skills concept for all students because of the skill development it provides.

Pupil skills are based on a set syllabus and Raieburn provides lessons to teach the syllabus and correct detail. There are also downloads available to help with the work.

The club will provide pupil skills classes, up to and including Grade 2, to any student who would like to participate in them as we believe they greatly benefit each individual, and in turn, the team. Each student will be charged a small class fee and their exam entrance fee which is payable by 31st March. The exam fee is non refundable once paid.

Students wishing to extend past Grade 2 will be offered help to find a coach from outside of our club. This is done to provide our students with a varied range of coaching experience. Fees for classes above Grade 2 will be determined and advised by the supervising coach.

Notes asking for expressions of interest in pupil skills classes are sent home at the start of the year. Classes generally run for approximately 8 - 10 weeks prior to exams in May/June. These classes run from between 45 minutes to an hour and are held once a week, in addition to regular team classes. Class days and times are determined by the number of students participating, and the coaches availability.

As a club, we encourage each student to achieve a pass rate of 70% or higher before they advance to the next level

Solos

Calisthenics is predominantly a team sport, however there are also solo competitions available. Any student who demonstrates exceptional ability may be invited to participate in solos by the club after consultation with the girls team coach and the solo coach.

A pupil skills pass rate of 80% is required by any girl competing in a solo at our club.

Girls competing in solos compete against others of the same age eg: 8 years, 15 years etc.

There are two types of solo competitions: Calisthenics Solo and Graceful Solo

- **Calisthenics Solo**
This solo is performed in a leotard and incorporates Freearm, dance, flex and Aesthetics. The youngest age grouping is 8 years of age and girls can continue to compete in this section to 17 years and over.
- **Graceful Solo**
This solo is performed in an aesthetic dress and incorporates dance and aesthetic movements. The minimum age grouping for this solo is 11 years and pupils can continue competing in this section up to 17 years and over.

Duos

Duos are a performance with two girls working together in a routine similar to that of a Calisthenics solo. (Selection rules that apply for solos also applies for duos)

Girls competing in duo's must be in the same section, eg: Juniors, Inters or Seniors, but do not have to be from the same club. The minimum age for this item is 11 years.

Both solo & duo classes are taught at an additional cost to teamwork classes. Students are taught individually for solos, in pairs for duos, and work is chosen to suit each pupil. Costs involved in solo/duo classes and competitions can be obtained from coaches upon invitation.

Pupil Skills Required for Solo / Duo Competitors

Following are the Calisthenics pupil skills levels. Those in **bold** are required for ALL solo competitors and must be achieved the year prior to competing in a solo / duo competition.

LEVEL	Age Requirement		LEVEL	Age Requirement	
	ACF Min	CV Solo		Min Age	CV Solo
Test 1	7 years	8 years	<i>Standard Grade 3</i>	13-15 years	N/A
Test 2	7 years	9 years	Grade 3	14 years	16 years*
Test 3	9 years	10 & 11 years	* Graceful must attain 80% aesthetics/dance in one exam		
<i>Standard Grade 1</i>	10-12 years	N/A	<i>Standard Grade 4</i>	15 years	N/A
Grade 1	11 years	12 & 13 years	Grade 4	15 years	17 years and over**
<i>Standard Grade 2</i>	13-15 years	N/A	** Graceful must attain 80% aesthetics/dance in one exam		
Grade 2	13 years	14 & 15 years	Solo/Duo, must attain 80%/ freearm/aesth/dance in one exam.		

Competitions

Raieburn Calisthenics Inc. is a competitive club.

*All pupils are expected to attend class each week and compete in **ALL** competitions. Competitions are held at various venues throughout Victoria. Competitions are run by independent bodies and Raieburn Calisthenics Inc. has no control over the venue, day or time of competitions. Competitions are held from July to October each year.*

COMPETITIONS ARE COMPULSORY

Costumes

All costumes, except for those used in the fancy items, are covered by class fees.

Costumes used for fancy items are generally hired to each student, as with all other costumes, they remain the property of the club.

You will be required to sequin your child's costumes. If you are unable to do this, your coach can arrange for this to be done for a fee. Fees are determined depending on work involved.

Please Note: *Costumes are not to be used as dress ups and should not be laundered. Costumes are only to be worn at competitions, our mid-year and end of year display and photo day.*

Club Uniform

The club jacket is Black and Burgundy with White trim and is to be worn with black pants.

These can be either jazz pants or tracksuit pants.

This uniform is compulsory and must be worn to competitions.

At competitions, we understand that between items, students get hot and may not wish to wear their club jacket. Therefore, any competitor entering the auditorium must be wearing a minimum of long or 3/4 black pants and a black singlet / t-shirt .

NO *other clothing is acceptable - i.e.: dresses, coloured pants or tops etc.*

Raieburn club jackets may be either purchased or hired from the club.

Your group representative can help you with this.

Mid-Year and Annual Display

A mid-year display is held prior to competitions to act as a stage practice and dress rehearsal for our students. Not all items are performed at this event, but all teams are displayed.

Our annual display of all teams and all items, is held at the close of each year.

Both these displays are open to all family and friends and an admittance fee is charged.

It is compulsory for all students to attend these events.

Awards Presentation

Presentation of medals, service and attendance awards and recognition of outstanding achievement is made to students at our end of year concert.

All students are presented with competition medals awarded during the year.

Tinies are acknowledged for their hard work and commitment for the year with a participation trophy / medallion.

Coaches from all other teams will make several special presentations, recognising students who have consistently worked hard showing great commitment, attitude & effort during the year.

Competition Medals

If teams are placed at competitions (1st, 2nd or 3rd), medals are purchased by the club and awarded to the pupils at our end of year presentation day.

Students only receive medals for the items they compete in. i.e.: if there are twelve pupils in a section, but only eight appear in an item, then only the eight in that item will receive a medal. If there are multiple teams in a section, students will only receive the medals awarded for the items in which they appear.

The prize money given by competitions to the club does not cover the cost of the medals, it is more of a token payment. So it is vitally important that if our teams are to receive medals, that our fundraising drives are supported during the year.

Attendance Medals

Attendance medals are given to all sections. Students must attend ALL classes, including extra classes to be eligible. Contagious disease (chicken pox, measles etc.) hospitalisation, school camps or concerts and death in the family are exempted. Holidays are not.

It is the responsibility of each parent to fill in the sign in book, stating any reason their child has been away. Illnesses will only be accepted under school exclusion guidelines.

A copy of this can be obtained from your coach.

Service Awards

Service Awards are given for those who have attained multiples of five (i.e.: 5, 10, 15 etc.) consecutive years of service. After the first five years, service will still be considered consecutive if time is taken off for the following reasons: travel, study or pregnancy.

Time away from the Club may only be for two years before service begins again from year one. Under no circumstances will service at another club be counted as consecutive.

Photos and Concert DVD

Photos are taken on a nominated day, of all teams in all costumes.

You will be advised of when this is to be held.

It is not compulsory to buy team photos, but all students are expected to attend on this day. Solo photos may also be taken on this day. Solo photos must be ordered and paid for in full prior to photo day. Only three solo photos per child are allowed (this includes photos taken with a friend or other family club member).

A professional DVD is taken of our end of year display. No other photography or video recording is allowed of concerts or competitions as this contravenes privacy laws.

Orders for Solo Photos and DVD's will only be taken if all fees due are up to date.

Fundraising

Fundraising helps in keeping class fees as low as possible, to purchase material and trims for costumes and medals at the end of the year.

To help keep fundraising to a minimum, we have introduced a Fundraising Levy that is due and payable, in full by 31st March each year.

Anyone not wishing to pay this fee, will be required to assist with 2 hours of organising fundraising per year.

Payment of this fee will exempt you / your family from having to participate in any fundraising at our club unless we are advised that these are things you would like to take part in.

Disputes

If a dispute arises, please see your coach immediately. If the matter still cannot be resolved, please contact the President, Secretary or Treasurer. The matter will be treated either by them as the executive committee or in consultation with the other coaches and or committee. All issues are treated with the utmost discretion and confidence.

Family Support

We rely heavily on the skills and the networks of our families and friends. We simply could not get by without this help.

We are always in need of helpers and any resources you may have to offer. A specific request may go out from a section for assistance or sometimes it will be a general request that will appear in our newsletter. Please, if you are able to help in anyway, let your group representative know.

Valuables

Raieburn Calisthenics Inc., its coaches, cadets, assistants, helpers and committee members will not be held responsible for the loss or damage of any items or valuables brought to classes or competitions. Items not required for calisthenics should be left at home.

Please Note: Jewellery is not allowed to be worn on stage during competitions.

Club Contact Details

If you have any other questions, please don't hesitate to see your group representative.

*Contact can be made, for any reason by phoning our club number - **0490 143 781***

*or via email - **raieburn@hotmail.com***

*We also have a website - **www.raieburncalisthenics.com.au** and a TeamApp page and a Facebook page which all contain loads of information for our families.*

Meanwhile, welcome to our club.

We hope you and your family enjoy your time with us.

Raieburn Calisthenics

– Encouraging Teamwork, Fun & Friendship