

Border Counties School of Gymnastics



Club Handbook

Border Counties School of Gymnastics
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01691 658048

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Follow us on Facebook: @BCSGnew
Website: www.bordercountiesgymnastics.com



25 YEARS OF GYMNASTICS
1991 ~ 2016

30 YEARS OF GYMNASTICS
1991 ~ 2021



35 YEARS OF GYMNASTICS
1991 ~ 2026





Welcome

On behalf of Border Counties School of Gymnastics, I am pleased to welcome you and your child(ren) as members of the club.

Please take some time to read through this handbook, it has been prepared to give you information about the club and answer some questions you may have.

Our club mission statement is **“To permeate the community we serve with gymnastics opportunities for children of different ages and abilities. All within a recognised framework that is both safe and enjoyable.”**

Our club provides a safe, effective and child friendly environment in which our members can participate in Fun4Baby (F4B), Adult & Child (A&C), Pre-School (PS), Family Fit (FF) & GymMix (GM) as well as Gymnastics for All (GFA), Women’s and Men’s Artistic Gymnastics (WAG / MAG), Sports Acrobatics (SA), Tumbling (T), monthly skills clinics, private 1to1 and 2to1 lessons, external displays and many more activities all under the guidance of appropriately qualified, insured, and enhanced DBS checked coaches.

We operate an open policy and welcome the support of parents or guardians. You can observe training sessions from specific areas allocated and in accordance with our photography and health & safety regulations.

The club has adopted and implements the Independent Gymnastics Association (IGA) and UK Sport policies for Child Protection, Equity, Codes of Conduct and Health & Safety. The club is GDPR compliant.

The club is a registered and compliant community amateur sports club (CASC ~ CH2636).

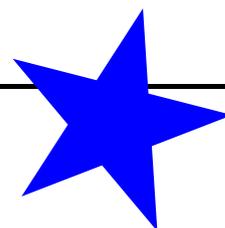
Each gymnastics year we affiliate to the Independent Gymnastics Association (IGA).

The gymnast’s compulsory annual registration fee includes membership of the club and of IGA, the latter encompassing appropriate insurance for your child and the club.

Welcome to the Border Counties School of Gymnastics family.

Sincerely

Helene Cook
Gymnastics Manager



Term dates

Term 1	Jan 5 th ~ March 15 th	(10 weeks)
Term 2	March 16 th ~ May 24 th	(10 weeks)
Term 3	May 25 th ~ August 2 nd	(10 weeks)
Term 4	August 3 rd ~ October 11 th	(10 weeks)
Term 5	October 12 th ~ December 20 th	(10 weeks)

CLOSED 2 weeks December 21st 2026 ~ January 3rd 2027

During December the Club's regular term is officially finished but we occasionally open for a programme of Festive Gymnastics activities which will be advertised within term5 and bookable using this link;

[Festive Gymnastics](#)

Termly fee payments are due before the end of each term in advance of the next.

Monthly fee payments are by direct debit and are taken on
1st (or nearest working date) of every month.

Independent Gymnastics Association (IGA)
& Club membership is payable upon joining and is
renewable for **EVERYONE** in September of every year.

Advance Term dates 2027

Term 1	Jan 3 rd ~ March 14 th	(10 weeks)
Term 2	March 15 th ~ May 23 rd	(10 weeks)
Term 3	May 24 th ~ August 1 st	(10 weeks)
Term 4	August 2 nd ~ October 10 th	(10 weeks)
Term 5	October 11 th ~ December 18 th	(10 weeks)

CLOSED 2 weeks December 19th 2026 ~ January 2nd 2027

Reception Opening Hours

Our reception desk is open in line with our timetable and as follows;

Mon/Wed/Fri – 9am – 12pm & 3pm – 6pm

Tue/Thu – 3pm-6pm

Saturday – 8.30am-1.30pm



We are not always available to answer the telephone ~ 01691 658034 ~ if we are in class.

Please send an email to bordercountiessog@gmail.com and we will get back to you.

Please only disturb the coaching team during classes in an emergency.



Bank Holidays & Closures

We will be **CLOSED** for the dates below.

Make up classes will be advertised, and you will be need to sign up using this link; [Catch up bookings](#)

CLOSED for ALL sessions
2026

Friday 3rd April
Saturday 4th April
Sunday 5th April
Monday 6th April
Easter Weekend

Saturday 1st August
Oswestry Show

Communication



We try and vary the way in which we get information out to you, and we are committed to being as paper free as possible.

We provide you with all you need to know but we cannot control what you do with it.

We will use a single method on some occasions or a combination of methods on others.

Please make sure we have your most up to date details, so we can communicate as effectively as possible with you.

We use the following methods to keep in touch with you.

****MailChimp** – a mass email-based programme that sends newsletters, usually twice per term, to everyone on the subscribers list. We add you when you join us. The messages will come from MailChimp – make sure you check in your spam box and adjust your settings to accept mail from us.

****Club Handbook** – emailed as a PDF when you join us, and again to all members after membership renewal is complete and at the start of the new year. The handbook contains all our normal operating and other essential information. [Club Handbook](#)

****Noticeboards** – our annual club calendar can be located in reception and it contains all the dates for everything!.

****Parent network** – if you are not 100% certain about what is going on and can't find a BCSG team member, ask a parent. A lot of our parents are totally on the ball with things!

****Telephone** – we can't call all the gymnasts we see each week, but we can try and answer all your questions & queries if you call us during reception opening times **01691 658048**

****Facebook & Instagram** – the club social media pages are a very relaxed and informal way of keeping up to date with things happening and the fastest way we can update you with news and events. FB - @BCSGnew / Instagram – bordercounties_gymnastics

****Verbal** – we do tell our gymnasts things at the end of class, some remember to pass the information on, others don't – but everything we tell them we have already told you via one of the previous methods. We remind our lovely gymnasts to remind you about competitions, displays, events, term dates etc...

There is also the option to ask one of the team, hopefully they will have the answer, but if not, they will know who does!

****Website** – www.bordercountiesgymnastics.com we use the website to publish club competition results and club information ~ check it out, although it is in need of a fresher feel!

This communication list is long but not exhaustive.

If you can think of another way we can keep you informed, please let us know.

Useful Booking Links



Gym4Free	<u>Gym4Free</u>
Skills clinics	<u>Clinics</u>
Family fit	<u>GymTogether</u>
Holiday gym	<u>Holiday Gym</u>
Adult & Child	<u>Weekly Adult & Child</u>
Fun4Baby	<u>Baby Gym</u>
Adult gym	<u>Adult Gym</u>
Displays	<u>Displays & Festivals</u>
Make Up sessions	<u>Make up classes</u>
Festive gym	<u>Festive Gym</u>
Private lessons	<u>Private lessons</u>
Monthly Adult & Child sessions	<u>Monthly Adult & Child</u>

Club competition entries will be notified through MailChimp and club social media and will contain the entry links.

Dates to note are;

15 th ~ 20 th June	Club Floor, Vault & Trampoline Competition Week
20 th /21 st June	Club Floor, Vault & Trampoline Championships
20 th /21 st June	Club Acro, Tumbling & Groups Championships
20 th /21 st June	Club 'Monster Mash' Competition
28 th /29 th November	Club 4-piece Championships
28 th /29 th November	Club Xmas Floor & Vault Competition

Get into coaching



With an ever-evolving and changing younger workforce Border Counties are always keen to recruit and train a stable coaching team as well so we can continue to ensure all of our members the current high-quality gymnastics experience they have come to enjoy.

Getting Into Coaching

The 1st step of getting into coaching is asking about it.

What does it involve?

- ✚ Getting involved in classes as a class helper with the BCSG team
- ✚ Assisting in warmups and cool downs
- ✚ Helping gymnasts with the preps and progressions the coaches have planned
- ✚ Helping to provide a positive class experience

What does the club require?

- ✚ A regular commitment of a minimum of one hour per week (same time, same class)
- ✚ Positive attitude
- ✚ Good personal presentation

What is the coaching pathway?

- ✚ Class Helper (min age 12yrs)
- ✚ Level 1 Coach (min age 14yrs)
- ✚ Level 2 Coach (min age 17yrs)

What will BCSG 'do for you'?

- ✚ Welcome you as a member of the team
- ✚ Provide you with a team t-shirt
- ✚ Assist in your growth and development as a coach
- ✚ Mentor you and provide support during sessions to build your confidence
- ✚ Pay you when you are qualified

Cost implications.....

- ✚ Your time and commitment on a regular basis

Coach education courses can be expensive, and the following options may be useful to know;

- ✚ The club will fund 100% of the course costs for an agreed coaching commitment (club exclusive) for a minimum of 2 hours per week for a minimum of 12 months once the qualification is gained.
(Level 1 courses are currently £250 per coach, Level 2 courses are approx. £400). If you leave before 12 months from the date of your qualification, we retain the right to request the monies be refunded.
- ✚ The club will fund your enhanced DBS for coaches 16+ years, but if you leave us before 12 months from the date of the DBS, we retain the right to request the monies be refunded.
- ✚ Once qualified, and after a probation period, coaches can be paid by the club if they choose, or they can remain as a valued volunteer.
- ✚ If you do not complete the minimum post qualification coaching commitment the club reserves the right to request the pro rata costs to be re-imbursed.

What happens next?

- ✚ Decide what day & time(s) suit you and let the us know!
- ✚ Come along to a session and get involved and see if you like it before you fully commit.
- ✚ Let us know if you are wanting to do DofE (or similar) volunteer hours or progress through coaching courses, or even both.

 Welcome to the team ~ we hope

Charges



All our fees (except Adult Gym, Fun4Baby, Parent & Child & GymTogether) are payable monthly or termly in advance.

A full fee schedule can be found on the next page.

Independent Gymnastics Association (IGA) & Club Membership for the year 2025/2026 is £24.99 for and is renewable for ALL members every September regardless of when during the year a member joined.

Any changes to the membership fees are usually notified in July of each year in readiness for the renewals in September.

Payments can be made in the following ways;

- BACS transfer (*Border Counties School of Gymnastics / 09-06-66 / 41619590*)
- direct Debit via GoCardless (please *ask for details*)
- cash in person at reception

Late fee payments will be accepted for the first week of term and will incur a £5 penalty charge thereafter.

Any class places not paid for after the first week of term will not be held.

If you wish to cancel your gymnast's place – please notify the club in writing (email acceptable).

Monthly fees will still be payable until the end of the month to which the notice period applies.

IGA/Club membership cannot be refunded at any time.

Places are secured by payment for a whole term/month. No refunds are available for cancellations during a current term/month.

There are no fee refunds for sessions missed due to illness or holidays.

If a gymnast is injured whilst taking part in any of the club activities, their place will be held for them until they return to training and fees paid will be credited forwards or refunded if a return is not possible.

There are no fee refunds or fee credits issued for gymnasts missing sessions after being injured in activities outside of the club.

There are no refunds for non-attendance at competitions and events once the entry deadline has passed. Withdrawal from the event after the closing date still requires the entry fee to be paid to the club.

There are no refunds for Bank holiday closures or session cancellations as catch-up sessions are always scheduled.

We recognise that sometimes finances can become strained, and we will work with you to find a way to keep your gymnast in gymnastics. If you are struggling and feel that you need some help, please get in touch with the Gymnastics Manager

bordercountiessg@aol.com

Current fee structure (since April 2021)					New fee structure (from 1st April 2026)				
Hours (per week)	Current Weekly Fees	Current Termly Fees	Current Monthly Fee	Hourly Rate	Hours (per week)	Weekly rate	Termly fee (x10 weeks)	Monthly fee (by Direct Debit)	Hourly Rate
1	£5.00	£50.00	£20.00	£5.00	1	£5.25	£52.50	£21.88	£5.25
1.5	£7.15	£71.50	£28.60	£4.77	1.5	£7.51	£75.10	£31.29	£5.01
2	£9.12	£91.20	£36.48	£4.56	2	£9.58	£95.80	£39.92	£4.79
2.5	£11.12	£111.20	£44.48	£4.45	2.5	£11.68	£116.76	£48.67	£4.67
3	£13.00	£130.00	£52.00	£4.33	3	£13.65	£136.50	£56.88	£4.55
3.5	£14.85	£148.50	£59.40	£4.24	3.5	£15.61	£156.10	£65.04	£4.46
4	£16.75	£167.50	£67.00	£4.19	4	£17.60	£176.00	£73.33	£4.40
4.5	£18.36	£183.60	£73.44	£4.08	4.5	£19.28	£192.80	£80.33	£4.28
5	£20.13	£201.30	£80.52	£4.03	5	£20.90	£209.00	£87.08	£4.18
6	£22.00	£238.50	£95.40	£3.98	6	£24.78	£247.80	£103.25	£4.13
7	£27.16	£271.60	£115.20	£3.88	7	£28.70	£287.00	£119.58	£4.10
					8	£32.24	£322.40	£134.33	£4.03

Any hours above 8 hours per week will be calculated and charged at the 8 hours per week hourly rate

£4.50 (1st child)	£3.50 (2nd child)	£2.50 (3rd child)	Adult & Child	£4.75 (1st child)	£3.75 (2nd child)	£2.75 (3rd child)
£4.50 (1st child)	£3.50 (2nd child)	£2.50 (3rd child)	Baby Gym	£4.75 (1st child)	£3.75 (2nd child)	£2.75 (3rd child)
	£5.00		Adult Gym		£5.50	
	£2.00 per family member		Family Fit		£2.50 per family member	
	£10.00		Clinics		£11.50	
	£20.00		Holiday Clinic		£20.00	
	£15.00 1/2 day / £25.00 full day		Holiday Gym		£16.50 1/2 day / £27.50 full day	
	x		Holiday Gym & Clinic		£30.00 full day	
	x		Private lesson 1to1		£30 club member / £35 non club member	
	x		Private lesson 2to1		£50 club member / £60 non club member	
	x		Birthday Parties		£130 club member / £160 non club member	

Viewing



Our viewing area can only be accessed through the courtyard door and is open in line with our reception opening hours.

Please treat the space & the furniture kindly.

- ★ No standing on chairs please – we know little people can't see from the upstairs windows, but they can see through the peep hole window 😊
- ★ Please keep a mindful eye on your children when they are with you.
- ★ Young children are not to treat the viewing area as a play area. It is not for running about or doing gymnastics in.
- ★ Please respect other users / families by keeping the noise levels low.
- ★ Please tidy up your mess when you leave ~ there are other people that use the space after you.
- ★ Occasionally the viewing area will be closed when it is being used for coach education, assessments, external classes and during large club events.

No photography or videoing is permitted from the viewing areas at any time. You will be asked to delete the footage and refusal will result in a request to leave the facility.

Club Uniform



All gymnasts in our sessions must be appropriately dressed.

ALL long hair must be tied up and ALL jewellery must be removed (earrings can be taped for 8 weeks for new piercings).

We expect all girls to be wearing a gymnastics leotard and or shorts/leggings (not tights) after completing a term with us.

All boys must be tidily dressed in shorts and a t-shirt or a boy's gymnastics leotard and shorts – no football kit please, the fabric isn't suitable.

In winter months tracksuits and / or sweaters may be worn. Cardigans and Hoodies are not allowed.

All uniform items can be purchased from the club.

We have a stock of new items and a range of second-hand.

If you have any uniform items to sell on, drop them in (make sure they are clean), we will sell them on for you and keep 25% of the sale price.



Parking.



Please **DO NOT** drive into the courtyard around the back.

We do not have permission to drive into the courtyard.

Please, park in the car park in front of the buildings and walk around to our entrance.

Be mindful that there may be vehicles using the courtyard, those vehicles will be from one of the four businesses that operate from the rear buildings.

Driving into the courtyard and children running about generates many complaints from the electricians and the printers ~ please save us the earache and walk round!

If, however you are witness to dangerous driving or poor behaviour from anyone – please report it to us and we will ensure it is dealt with.

Parking eye is in operation across the whole Cambrian Works site. If you plan on staying anywhere on site for more than 30 minutes, make sure you enter your vehicle registration into one of the terminals (ours is at our entrance door) or use one of the QR codes available and you will then get up to 4 hours free parking.

If you don't, you will get a ticket and will need to follow the appeals process as indicated on your ticket. We can provide evidence of your gymnast being in class with us. Just ask. 😊

Behaviour



On occasion the BCSG team are required to deal with a child's challenging behaviour.

We have adopted and implemented recommendations and guidelines of good practice from the Child Protection in Sports Unit (CPSU). Principally:

- The welfare of the child is the paramount consideration.
- Our gymnasts will not be subject to any form of treatment that is harmful, abusive, humiliating or degrading (coach to gymnast / parent to gymnast / gymnast to gymnast).
- Any specific needs of the child are to be declared and discussed before activities start and after an assessment of risks associated an agreed plan of approach is to be in place.
- We will support participation as far as we are able, providing the safety of the child, the BCSG team and the safety of other children can be maintained.

The BCSG coaching team will respond to unacceptable behaviour in the following way.

- **First warning** – issued verbally to the child at the time of the incident.
- **Second warning** – issued verbally to the child as a second warning with information as to what will happen should a third behavioural infringement occur.
- **Third warning** – time out from the activity, sat under observation, away from the group for at least 3 minutes. The child will then be invited back into the group, by the coach, to resume the activity. If the child refuses to accept the time out sanction, they will be immediately removed for the remainder of their lesson and their parent/guardian will be called to come and collect them.
- **Fourth warning** – following a time out, if poor behaviour still occurs the child will be removed from the session and the parent/guardian will be called to come and collect them

If the BCSG team must apply these sanctions more than twice within a month, the child and their parents/guardians will be invited in to meet with the Gymnastics Manager and a behavioural contract will be put in place.

Failing to agree a behaviour contract and or failing to adhere to a behaviour contract will result in exclusion from the club and its activities.

Examples of unacceptable behaviour include but are not limited to:

- Failure to follow coaches' instructions
- Failure to respect the gymnastics environment and equipment
- Treating group members poorly through words or physical actions
- Refusal to accept the time out sanction
- Non-gymnastics physical interaction with another child

Physical intervention by a member of the BCSG team will only ever be employed to enforce removal of the child from the gymnasiums. Removal of the child will have been deemed necessary to ensure the safety and well-being of the remaining children, coaches and BCSG team.

The removed child will be placed in reception under supervision and a parent/guardian called to come and collect them. All details relating to the physical intervention will be captured and recorded and reported to the club Welfare Officer who will facilitate a de-brief and further action plan.

All behavioural sanction actions operate alongside the club codes of conduct for gymnasts, coaches and parents/carers as well as being enmeshed in the club's safeguarding policy.

Concerns or complaints about the clubs' behaviour policy or its enforcement can be raised using the club complaints procedure.

Code of conduct ~ Gymnasts



- ★ Wear appropriate clothing for training and competitions.
Girls ~ leotard & shorts, sweatshirt / tracksuit
Boys ~ shorts & t-shirt / boys' leotard, sweatshirt / tracksuit
NO hoodies, cardigans, or tights.
- ★ Long hair tied back. All jewellery removed. No earrings.
- ★ Tell your coach about any injuries or illnesses you have before warm up begins.
- ★ Make sure you tell your coach if you injure yourself in the gym, especially before you go home.
- ★ Only go onto the training floor when you are told to by a coach in charge.
- ★ Mobile phones must be out of sight and switched off for the entire session, including breaks. Hand them to a coach for safekeeping.
- ★ Look after your belongings ~ remember the club cannot accept responsibility if anything goes missing or gets lost or damaged.
- ★ **Gymnasts under the age of 14 MUST remain INSIDE the gymnastics facility with a member of the BCSG team until collected by their parent/carer.**
- ★ Gymnasts must respect and act upon the instructions from all coaches, class helpers and BCSG staff when requested to do so, both in and out of class.
- ★ Gymnasts must attend competition and events at the agreed time and inform their coach as soon as possible if they are going to be late or not attend.
- ★ Gymnasts must not drink alcohol, smoke, or take drugs of any kind whilst in the gym or representing the club at competitions and events or when wearing club uniform at any other time.
- ★ Gymnasts must respect coaches, judges, officials, and their fellow gymnasts.
- ★ Make yourself aware of the good practice guidelines on the use of social networking sites and adhere to them.
- ★ Do not use cameras or recording devices of any kind in the gym, changing rooms, viewing gallery or through the windows of the gym, however permission may be given to do so during certain public displays and events in accordance with current social media guidelines.
- ★ Enjoy your time at Border Counties School of Gymnastics and get involved in the various activities of the club whenever and wherever you can.

Code of conduct ~ Parents/Carers



- ★ Download, read and retain a copy of the Club Handbook for future reference.
- ★ Always make sure your child is dressed appropriately for the activity and has plenty of water to drink.
 - Girls ~ leotard & shorts, sweatshirt / tracksuit
 - Boys ~ shorts & t-shirt / boys' leotard, sweatshirt / tracksuit
 - NO hoodies, cardigans, or tights.
 - Long hair tied back. All jewellery removed.
- ★ **Always supervise your child until the start of the session and collect promptly at the end. All gymnasts under the age of 14 MUST be dropped off and collected from inside the gymnastics facility.**
- ★ Always pay fees for training, competitions, events, merchandise, and insurance / membership on time. IGA & Club membership is collected annually from mid-September of every year, regardless of when a gymnast joins.
- ★ Share any complaints or concerns about the club in the appropriate way according to our policies and procedures (detailed within this handbook).
- ★ Keep the club informed if your child is ill, unable to attend sessions or no longer wishes to take part in sessions.
- ★ Act responsibly, sensibly, courteously and use correct and appropriate language at all times.
- ★ Do not distract gymnasts during training sessions and events.
- ★ Do not enter onto the training floor for any reason unless by prior arrangement with the coach in charge.
- ★ Do not use cameras or recording devices of any kind in the gym or through the windows of the gym, however permission may be given to do so during certain public displays and events in accordance with current social media guidelines.
- ★ Always support your child's efforts. The coaching team will deal with performance & technical related aspects as and when necessary.
- ★ Set a good example by showing good sportsmanship and applauding good performances for all taking part.
- ★ Show appreciation of volunteers, coaches, officials and administrators within the organisation and its activities.
- ★ Please support the varied activities of the club whenever possible.
- ★ Coaches will make physical contact with your child to teach and support progressively more difficult skills.
- ★ Please read the newsletters, information boards, check the website, FB/Instagram pages & Mail Chimp regularly to keep up with what is going on.
- ★ Keep the club informed of any change of address, phone numbers, email addresses.

Code of conduct ~ BCSG Team



All staff team members of Border Counties School of Gymnastics are expected to implement and adhere to the following codes of conduct:

- ★ Make gymnasts safety and welfare the highest priority.
- ★ Make sure all activities are planned and are appropriate to the age, experience, and ability of those taking part.
- ★ Make sure all gymnasts are prepared physically and mentally when learning new skills.
- ★ Report and record any accidents/incidents immediately and appropriately.
- ★ Arrive at least 10 minutes before class to help set up for the lesson and leave after the last gymnast and the gym is tidied.
- ★ Set a good example by displaying high standards of behaviours, wearing appropriate dress, and always avoiding inappropriate language and conversation whilst involved in activities with Border Counties School of Gymnastics.
- ★ Follow all UK Sport and Club policies and procedures.
- ★ Limit physical contact with gymnasts during training, competitions and displays to supporting skills only.
- ★ Always make sure there is always at least one other responsible adult present during training sessions.
- ★ Create a positive and enjoyable atmosphere using positive feedback and constructive comments.
- ★ Keep up to date with necessary training and technical skills.
- ★ Renew gymnastics membership and insurance at the appropriate level promptly every year.
- ★ Maintain a current and valid enhanced DBS.
- ★ Social use of mobile phones in working hours is not permitted. Please switch your phone off and put it away.
- ★ Participate fully within in each session from set up, warm up to cool down, put away and gymnasts' dispersal.
- ★ Set a good example by showing good sportsmanship and applauding good performances for all taking part.
- ★ Support the varied activities of the club.
- ★ Book holidays in sympathy with the gymnastics programme (as reasonably possible) and adhere to the team agreed mandate of no more than 2 team members off at any one time.
- ★ Coaches must not drink alcohol, smoke, or take drugs of any kind whilst in the gym or representing the club at competitions and events or when wearing club uniform at any other time.

Body Piercing and Adornments Policy

We believe that jewellery and adornments worn in body piercing are inappropriate for safe practice in gymnastics and trampolining. This policy applies to all participants and coaches in training and in events at home and abroad.

Participants ~ A person participating with body adornments or jewellery MUST inform the coach and also remove the relevant items to reduce the risk of injury to the participant, the coach and others.

Coaches ~ Whilst a coach is carrying out a spotting or gymnast supporting role; all jewellery must be removed. However, if the coach is evaluating performance or giving instruction only; (by this we mean coaching whilst not in direct physical contact with the gymnast or gymnastic equipment), minimal jewellery may be worn.

Exceptions to the above policy may be applicable in special circumstances which are outlined below:

Jewellery that cannot be removed: - It is acknowledged that in some circumstances, it may be impossible to remove a ring and/or dermal piercings. Should this be the case; the ring must be sufficiently covered with protective tape; and the piercings covered sufficiently to eliminate any risk.

Newly pierced ears ~ Newly pierced stud earrings need to be covered with protective tape but must be removed as soon as possible (normally after 6-8 weeks).

For the avoidance of doubt, any jewellery which can be removed, must be removed.

Religious and Medical jewellery ~ With regards to the wearing of jewellery; sensitivity to religious beliefs and medical requirements/reasons should be afforded, but safety is paramount and any jewellery that is considered by the coach to be a safety hazard, should be changed or participation may be prohibited. Any concessions on religious or medical jewellery must be within the bounds of reasonable safety. The element of risk should be explained to the coach/participant (parent or guardian) and every attempt to control the risk should be adopted. Examples include the following:

Diabetes Bracelet can be worn; but whilst participation is taking place a sweatband or similar must cover the item to eliminate any risk. The coach in charge must also be advised that a participant is wearing the bracelet for medical emergency reasons.

Sikh Kara - Bracelet worn in the Sikh religion; can be worn, but whilst participation is taking place a sweatband or similar must cover the item; to eliminate any risk.

Religious Necklaces – Examples are the Crucifix necklace for Christians or the Mangal sutra necklace as a symbol of marriage for Hindu women. On safety grounds, no participant should be permitted to participate whilst wearing necklaces, be they religious or other.

NB: if a sweatband is used to cover up an item of jewellery when doing vigorous activity, the sweatband should be taped in place to minimise the risk of the sweatband slipping and exposing the item of jewellery.

In all instances above, it is the responsibility of the coach in charge of the session to ensure a sufficient risk assessment has been carried out. If the coach identifies a significant risk to the participant, coach, or others, which cannot be controlled satisfactorily, then within the bounds of reasonable safety, the coach MUST prohibit participation. Legitimate health and safety concerns which contra-indicate participation, will supersede any other considerations, be they religious, medical, or other.

Failure to conform will prohibit the individual's participation on the grounds of reasonable safety and may render the individual's insurance invalid should an accident result directly from non-compliance

Safeguarding



Border Counties School of Gymnastics is committed to creating an environment where children can thrive. We take our duty to promote and safeguard the welfare of our gymnasts seriously and strive to ensure that our club is free from discrimination.

As part of our commitment to safeguarding and equality we have adopted and adhere to the Child Protection in Sport Unit (CPSU) Safeguarding and Protecting Children Policy which incorporates the Anti-Bullying, Communication, Whistleblowing and Photography Policy and we also have Health, Safety, Welfare Policy, and Equality Policies.

We recognise that everyone has a duty to promote and safeguard the welfare of children and would urge any parent/carer/gymnast or coach to inform one of the Club Welfare Officers (bcsgwelfare@gmail.com) of any child welfare concerns or if it is a serious concern with a child in immediate danger to inform the Gymnastics Manager (bordercountiessg@aol.com) or the most senior coach available who has access to the list of contacts (social services and police) to be used in the event of an immediate child protection issue.

Our governing body, highlights the importance of the following statement concerning child welfare issues:

'In a situation where a child is at risk of significant harm or has been harmed in connection with their involvement in gymnastics, the parent/carer should contact the club Welfare Officer who has the responsibility of referring concerns of possible abuse to Children's Social Care Services/Social Services and/or the Police.'

Alternatively, the parent/carer can contact Children's Social Care Services/Social Services and/or the Police direct.

It is requested that where a parent/carer has made a direct referral to Children's Social Care Services/Social Services and/or the Police, that the Club Welfare Officer, is provided with the details of the concern as soon as possible so that any necessary action can be taken to safeguard all children in the sport.

Border Counties School of Gymnastics has a clear and easily accessible complaints procedure so that any concerns or complaints can be effectively dealt with and resolved.

We make sure that our coaches are appropriately qualified, insured, attend child protection awareness and emergency first aid training, and have the enhanced DBS necessary when working with children and there are effective procedures for reporting and dealing with incidents and accidents in operation.

Adopted & Updated January 5th 2026

Gossip!



Border Counties is committed to be a “Gossip FREE Gym”. Please do not rely on ‘hearsay’, group chats or assumptions regarding; sessions, groups, teams, individuals, competitions, or future planning/development of the club.

We ask that you share any compliments, concerns, or queries about any aspect of the club through the approved channels.

- 1 - Gymnastics manager
- 2 - Club welfare officer

The team at Border Counties are not permitted to add parents to their social media accounts unless they already knew them closely/socially before mutual involvement in the club.

The team are not permitted under any circumstances to add children under the age of 18yrs to social media accounts irrespective of their external social involvement.

For more clarification, please see Child Protection in Sport Unit (CPSU) guidelines.

The team at Border Counties are not permitted to give out mobile telephone numbers or personal email addresses for communications about the club and its members. Everyone must use the correct and appropriate channels. Please do not direct message members of the BCSG team.

Use of photos / video – when uploading photographs / video onto social media, please make sure the images only contain your own child(ren) and no others.

You may also find useful this link to a guide on digital parenting –

https://docs.wixstatic.com/ugd/1edf10_be0746e091194e558ad93ab7a5a7b96e.pdf

Complaints procedure



Border Counties School of Gymnastics is proud to be a successful, caring and child friendly club. We take the welfare, safety, and well-being of our gymnasts very seriously.

If you have a concern or complaint about any club member – be it a gymnast, coach, club member or another parent please let us know as soon as possible.

What to do if you have a concern.

We hope that most problems can be sorted out quickly, often at the time they arise and on a one-to-one basis with the appropriate member of staff (usually the coach or Gymnastics Manager) particularly if your concern is about training or gymnastics progress. For safety reasons please do not approach coaches during classes, please contact them at the beginning or end of class.

If you are not comfortable speaking directly to the member of staff or feel that your problem cannot be sorted out this way, please contact either the Gymnastics Manager bordercountiessg@aol.com or either of the club Welfare Officers BCSGWelfare@gmail.com to pass on your concern.

If your concern is about a specific incident, it is most helpful to record your concern using the club complaints form (available at reception or from the Welfare officer) it is important to accurately record the date, time, and key facts.

If your concern is more general, please make a note of the key points of your concern and report them to either a club Welfare Officer or the Gymnastics Manager.

If you are not sure whether to report a concern or not, we advise you to speak to the Welfare Officer or the Gymnastics Manager to receive advice about what to do next. Please remember it is important that the club is aware of your concerns even if you are unsure about them.

Please remember that these guidelines are for children as well as adults. It doesn't matter who makes the report, or how old they are, everyone's concerns are equally important and will be taken seriously.

How to report your concern

You can contact the club Welfare Officers the following ways:

E-mail ; BCSGWelfare@gmail.com
Write : Please mark FAO; Welfare Officer & Confidential
And post or drop in to;
Border Counties School of Gymnastics, Cambrian Works, Gobowen Road
Oswestry, Shropshire. SY11 1HS

You can contact the Gymnastics Manager in the following ways:

E-mail : bordercountiessg@aol.com
Write : Border Counties School of Gymnastics, Cambrian Works, Gobowen Road
Oswestry, Shropshire. SY11 1HS

What we will do

We will aim to contact you within three days to acknowledge your complaint or concern and we will then investigate the issue (this may involve listening to the club staff or gymnasts named in the complaint).

We will aim to send you a reply within two weeks or will inform you of progress if there is a delay.

All complaints and concerns raised this way will be recorded-whether spoken or written.

All complaints and concerns will be dealt with confidentially and only those who need to know will be informed.

If you are not satisfied with the reply, you receive you can refer your concern or complaint to the Independent Gymnastics Association (IGA) info@igauk.com – please note that IGA will only become involved if the complaint is one that falls under the scope of the child protection banner. They do not involve themselves in standard club matters.

Adopted & Updated January 2026

Transport



Coaches transporting gymnasts

When a gymnast is transported for GymMix/displays/coaching courses & assessments/external clinics et al, it should be noted that under the IGA personal accident insurance policy, any IGA member travelling directly to or from an IGA activity or event would be covered for injury resulting in an accident.

When gymnast transport is necessary and happens without the parent/carer accompanying the trip will be subject to the following conditions & guidelines.

- ✓ Central pick up and drop off points for the group to ensure no lone adult is not left alone with one child
- ✓ The trip co-ordinator (coach/official) will provide parents/carers with departure and arrival times
- ✓ Gymnasts must be seated, and seat belted in the back of the car with booster seats if required
- ✓ Contact details for parents / carers will be always carried
- ✓ Written consent (in the format of a permission slip) will be obtained from parents / carer and will include details of the venue and nature of the activity being undertaken
- ✓ The club will make a check on the validity of the driving licence, insurance, and MOT (*if car is over 3 years old*)
- ✓ Gymnasts will not be transported in a one-to-one situation with a coach. There will always be a minimum of two gymnasts to one coach or two coaches to one gymnast.
- ✓ Club mobile number for the event : 07577762384

Requests for gymnasts to help coaches are always a positive and uplifting experience which gymnasts enjoy and widen their reach and experiences within the gymnastics community. Please be assured that we will do everything we can to enable the experience to be safe, effective and child friendly.

Holiday Gymnastics



Did you know that we now run holiday gymnastics programmes throughout all the school holidays? (using the Shropshire schools calendar).

We come to gymnastics week in week out! We don't need to come in the holidays as well, do we? Right? Oops ~ Wrong. Check out our TOP TEN reasons why holiday gymnastics is different, in a good way!

- 1.** Be the first to try out new activities. Our coaches use the holiday times to be creative and try out new ideas. Be the first to try our new ideas before everyone else.
- 2.** Longer sessions allow us to do more than a term time class. We use all the apparatus in the gym each class, including our trampolines, unlike term time where we use an apparatus rotation from week to week.
- 3.** It's a reliable indoor activity the British weather cannot spoil or cancel.
- 4.** New skills. It's a great chance to try new things and to see what other gymnasts are working on, and to see what might be possible.
- 5.** Learning to work as a team using games, challenges, routines, and balances.
- 6.** Everyone feels better after exercise. You know this is important for your child and if they are feeling good from their day perhaps the evenings are easier? These are coached sessions. They are not play sessions. We're sharing our passion and coaching expertise all day.
- 7.** Help with childcare. Children need things to do all summer, you might need to work or maybe steal some time to yourself!
- 8.** Make friends - your gymnast will meet a wider range of children and make new gymnastics friends.
- 9.** Siblings, relatives and friends can attend together. You don't have to be a club member to attend.
- 10.** It's fun! (just as all gymnastics should be!)

Make sure you book your gymnasts in at least 24hours in advance as we cannot always accept gymnasts who turn up on the day.

A non-refundable 50% deposit will be payable at time of booking.

Gymnasts will need a snack and plenty to drink for the half day sessions and their lunch if they are doing a full day ☺

Gymnasts need to wear gymnastics kit or leggings / shorts and a t-shirt. Long hair tied up and no jewellery please.

We are certain that your gymnast will have a really great time trying out new skills and making new gymnastics friends.

Book in here

[Holiday Gym Booking Form](#)

Birthday Parties



What could be better than exclusive use of our gyms for a fun filled birthday gymnastics session where you get to share your love of gymnastics with your friends and family and take centre stage demonstrating your skills.

Party bookings can be taken for Saturdays after 2.30pm or Sundays.



All bookings are subject to availability of the gyms and a Level2 coach.

Party prices include a gymnastics gift from the BCSG Team

For club members £130 for 20 children (5-12)
 £90 for 10 children (4 & under)

For non-club members £160 for 20 children (5-12)
 £120 for 10 children (4 & under)

Email enquiries to ; bordercountiessog@gmail.com

All party bookings are subject to availability of the gymnasiums and a level 2 coach.

