

Welcome To:

The “Newly Expanded” Greater Buffalo Gymnastics & Fitness Center!



2017 – 2018 Parent Handbook

Thank you for joining our program.
Torey, Sharon, TJ & Forever Jacquie Hirsch

The Hirsch Family of Companies:





Welcome!

We are excited to have you as a member of our program!

This year our facility celebrates it's 25th anniversary. The Greater Buffalo Gymnastics & Fitness Center, LLC is one of the most comprehensive health, physical fitness and child care development centers in all of New York State. Our 4-acre campus is home to:

- **The Greater Buffalo Gymnastics & Fitness Center.**
- **TJ Hirsch Enterprises, Inc.**
 - Auto Storage, Detailing, Vehicle Appraisals & Sales.
- **The Jacquie Hirsch For A.L.L. Foundation.**
 - Cancer & Leukemia Awareness, Research, Fundraising Events & Patient Support.
- **Four Seasons Child Care & Pre-School.**
- **Spezio's Dance Dynamics.**

The Greater Buffalo Gymnastics & Fitness Center provides state-of-the-art training, teaching, coaching, mentoring and character development for children of all ages. Each of our programs are designed to meet and exceed specific physical & emotional conditioning expectations for the diversity of our participants. The results of our work can be measured and seen by increased confidence, interpersonal skills, motor skills and focus while preparing children for a bright, happy and successful future.

In Summary; We will help our students to accept individual differences in skill levels and in success rates as they progress. Our promise is that we will do everything in our power to provide priceless child growth and development opportunities second to none.

CONTENTS

TOPICS	PAGE
“Introduction”	
Welcome	4
Facility Programs	5
Mission	5
“Need to Knows”	
Communication	5
Time Management	5-6
Attire	6
What does my girl wear?	
What does my boy wear?	
Tuition	6-7
When do I pay?	
How do I pay?	
Do you offer cards on file? Automatic Billing?	
What happens if my payment is late?	
Do you offer family discounts?	
Withdrawal From A Class	8
Absences	8
What if I miss a class? (Sick/Busy)	
What if I miss a class? (Medical/ Seen by a Doctor)	
Safety/ Injuries	8-9
At The Gym	
Outside Of The Gym	
Emergency Procedures	
Class Progression & Feedback	10
Gym Protocol & Housekeeping	10-11
How do I watch my child?	
Gym Closings	11
Holidays/Scheduled Closings	
Weather/Emergency Closings	
Annual Class Calendar	12

This content is subject to change without notice. Yet, when updated, it will be posted directly to our website for you to review @ www.greaterbuffalogymnastics.com.

“Introduction”

Welcome

Our philosophy at Greater Buffalo Gymnastics & Fitness Center, LLC focuses on the education of children - our most vital resource for the future. We believe that young people can learn to develop coordination, motor skills and body control, as well as the more important mental qualities: self-esteem, self-confidence, and self-awareness through physical activity. Motivation, problem solving, and patience are qualities that are emphasized at our center. Most importantly, young people will learn to develop respect for themselves and others. Our coaching staff reflects this philosophy of teaching and uses a positive approach to place the emphasis on the individual.

Here at Greater Buffalo Gymnastics & Fitness Center, LLC proper staff selection and development is the key to ensuring that a high-quality activity, such as gymnastics, creates a positive learning experience.

- Our trained staff will use the sport of gymnastics as an avenue to develop positive personal qualities.
- These qualities, nurtured at an early age, will be utilized in all areas of the individual's future.
- Whether a recreational or a competitive gymnast, we are confident that our staff will be able to help each child reach their potential, have **FUN** while doing so, and enjoy all aspects of our program.

Our curriculum is designed to maximize your child's progress and keep them challenged. We use skill charts to track the progress, strengths, and weaknesses of each child in our program. Our levels are very comprehensive. We advance children as they near completion of their chart and this advancement can occur at any time during the season. Advancement based on individual progress keeps the child challenged and this way, children can feel the rewards of their hard work by progressing to higher levels when they are ready.

Our charting system emphasizes basic skill development and coincides with the overall USA Gymnastics Junior Olympic development program. Children from our classes may be recommended to participate on our Junior Olympic Team. Although our team program is available for students of our recreational classes, the emphasis for our recreational children is to have fun and enjoy themselves while learning the sport of gymnastics.

Facility Programs

- Tiny Tumblers. (18 months to 3 yrs.)
- Junior Jumpers / Kinder Kids. (3 yrs. to Pre-K)
- Pre-School Summer Camp. (3 yrs. to Pre-K)
- Recreational Gymnastics Classes for Boys. (5 yrs. and up)
- Recreational Gymnastics Classes for Girls. (5 yrs. and up)
- USA Jr. Olympic Competitive Program for Boys, Levels 4-10.
- USA Jr. Olympic Competitive Program for Girls, Levels 2-10.
- Xcel Competitive Program.
- Tumbling Classes.
- Birthday Parties.
- Full Day Summer Camps.
- Private Instruction.
- Adult Fitness Center.
- Certified Personal Trainer.
- IMPACT Sports Performance Conditioning & Training.
- ImagYne Sports Mental Toughness Conditioning & Training.

Mission

The Greater Buffalo Gymnastics & Fitness Center, LLC strives to be a positive educational force in the community. Our goal is to allow every child to have the opportunity to feel like a champion. We strive to introduce life skills that will enrich children and produce success.

“Need To Knows”

RULES & POLICIES DESIGNED TO:

- A) Keep you and your child(ren) safe.**
- B) Keep the flow of children between classes efficient and safe.**

Communication

Check out the class board in the lobby, sign up for newsletters, read your emails, watch for updates and visit www.greaterbuffalogymnastics.com. At the bottom of our home page, click on “Get Free E-mail Updates and follow the steps. We look forward to keeping you up-to-date and well informed.

Time Management

Our classes are very prompt:

- a. Please arrive 5 minutes prior to your child's class time.
- b. Pick up your child right when class is dismissed.
- c. It is very important that you come into the building and that your child waits for you inside.
- d. Traffic jam, running late at work, car broke down? Things happen. No Problem. If you will be late picking up your child just call us.

Attire

WHAT DOES MY GIRL WEAR?

- a. Girls should wear a leotard or shorts with a shirt and cotton socks. Tights optional.
- b. Midriffs should be covered, avoid crop tops, wear shirts over sports bras.
- c. Do's - Long hair securely tied back away from the face and out of the eyes. Post earrings only.
- d. Don'ts - No loose fitting or very tight clothing. No belts, buckles, or large snaps/buttons. No Bare feet No bobby pins No dangly jewelry.

WHAT DOES MY BOY WEAR?

- a. Boys should wear shorts and a t-shirt with cotton socks. Baggy clothes and jeans are not safe.
- b. Do's - Long hair securely tied back away from the face and out of the eyes. Post earrings only.
- c. Don'ts - No loose fitting or very tight clothing. No belts, buckles, or large snaps/buttons. No Bare feet No dangly jewelry.

Tuition

WHEN DO I PAY?

Tuition is due the (1st) of the month regardless of the day the (1st) falls on. Payments are divided into equal monthly payments regardless of closings, holidays and absences. Every student is offered the same number of classes throughout the season and pays equal tuition rates for his/her level.

HOW DO I PAY?

Payments are accepted in CASH, CHECK, MASTER CARD, VISA, or INDEPENDENT HEALTH FLEX FIT FAMILY CARD.

- a. A drop box is located in the front lobby next to the office door. It is provided in the event the office is closed. Checks may also be mailed to the center. Please be sure your child's first and last name, and day and time are clearly marked on the front of your check.
- b. Credit/Debit card payments are only taken in person, during our office hours.

DO YOU OFFER CARDS ON FILE? AUTOMATIC BILLING?

You bet! We're here to make your life easy! If you prefer to keep your payments, fast, efficient and safe, please talk with our front desk staff about our highly secure, automatic billing system.

WHAT HAPPENS IF MY PAYMENT IS LATE?

That's okay. Tuition is just an additional \$5 per child if payment is not received by the (10th) of each month. We suggest putting a credit card on file with us, your tuition will always be on time!

DO YOU OFFER FAMILY DISCOUNTS?

Of Course! Discounts are given, if all the children (from 1 family) are registered prior to October 15, 2017. Siblings who enroll on time and remain enrolled throughout the entire season will receive the following discounts:

- a. If a second child is enrolled, the first child pays regular tuition and the second child will receive the month of June for free.
- b. If a third child is enrolled, the first child pays regular tuition, second child pays ½ the regular tuition and the third child is free for the month of June.
- c. If a fourth child is enrolled, the first two children pay regular tuition and the third and fourth children are free for the month of June.
- d. These discounts DO NOT APPLY if there is only one (1) child enrolled in a recreational class and a member on boys or girls team. If the Team family has two (2) or more children enrolled in recreational classes, the discounts will apply to the recreational students. Discounts are applied to the lowest tuition payments.

* Please Note, at this time makeup classes are not available for any misses and there is a \$25.00 fee for returned checks. If a problem with payment arises, please call the office BEFORE payment is due in order to discuss other payment arrangements. We will help you any way that we can.

Withdrawal From Class

This is a 10 – 12 month program. We plan on you and your child(ren) being with us for the full duration. Please provide a phone call, email or stop into our office if you plan to withdraw from your class. If you wish to avoid being billed for the month you leave, give our office notice one (1) week before that month starts.

Absences

We keep on top of our "attendance game." Please notify the gym office in advance if your child will be absent from class.

- a. Paid absences – After **TWO** consecutive, **paid** absences from class **without written notification** to the gym office, **you will receive a follow up phone call.**
- b. Unpaid absences - After **TWO** consecutive, **unpaid** absences from class **without written notification** to the gym office, **your child will be automatically withdrawn from their class.**

Unless prior arrangements have been made, you are responsible for the tuition for the two classes missed and any other unpaid classes as we are holding your child's place on the roster.

If your child is automatically withdrawn and you want to return to our program, the processing fee is \$10.00 per child along with the monthly tuition for the new class and the balance of any unpaid classes. We'll do our best to fit you back in to a day/time.

Safety / Injuries

AT THE GYM

Injuries are extremely rare here. You can take confidence knowing that our staff is properly trained in skill progression, safety, matting, spotting and skill development to help ensure the safety of your child. Additionally, every employee goes through USAG safety training plus a background check. We do carry insurance to operate our business however, each student must be covered by his/her own health insurance.

PARENTS – PLEASE NOTE: The United States Gymnastics Federation, (our governing body) recommends that the following paragraph be presented to all parents of gymnasts enrolled in any gymnastics program:

"By the very nature of the activity, gymnastics carries a risk of physical injury. No matter how careful the gymnast and coach are, no matter how

many spotters are used, no matter what height is used or what landing surface exists, the risk cannot be eliminated. Risk can be reduced, but never eliminated. The risk of injury includes minor injuries such as bruises and more serious injuries such as broken bones, dislocations and muscle pulls. The risk also includes catastrophic injuries such as permanent paralysis or even death from landings or falls on the back, neck or head."

USA Gymnastics Safety Handbook (1998) USA Gymnastics Publications Indianapolis, IN

"The area of safety in our gym is our most fundamental coaching concept. We have put safety in the highest regard to make our programs safer and more enjoyable for our students. It cannot be denied that the most important part of a safe gymnastics program is the coaching staff and their ability to implement the safe practices of teaching and coaching gymnastics. Our staff is continually learning new and improved techniques of teaching and spotting to help ensure the safety of your child." - Torey Hirsch Sr.

OUTSIDE OF THE GYM

Please notify the gym as soon as possible if your child is injured outside of the gym or is diagnosed with any communicable diseases (i.e. chicken pox, mumps, conjunctivitis, fifth's disease, etc.)

- a. Medical releases are **REQUIRED** before returning to class for any child who has been seen by a doctor or under medical care for any injury or illness excluding "annual check-ups." **NO child will be allowed to participate in class until the gym receives the medical release stating the full start and end dates.**

EMERGENCY PROCEDURES

In the unlikely event of a medical emergency involving your child, we follow the steps below:

- a. Greater Buffalo staff will assess the situation and emergency first aid will be administered, including requesting of emergency medical technicians and an ambulance if needed.
- b. You will be contacted using the emergency contact information you provided to us in the registration packet.
- c. In the event we are unable to make contact with a parent or guardian, we will attempt to contact the nearest professional medical staff and/or hospital.

Class Progression & Feedback

We are in the business of keeping customers satisfied, keeping children happy and making sure everyone is a continuous learner! The Greater Buffalo Gymnastics & Fitness Center uses structured skill development charts pioneered with over 60 years' experience as well as input from USA Gymnastics. Although these are proprietary to the gym, contact our office staff if you would like feedback on your child's progress at any time.

Gym Protocol & Housekeeping

- a. There is **NO** food, gum, or drinks allowed in the gym area. Although food/drink can be brought to the second floor, please avoid putting anything on the ledge that can fall on a student or a teacher below.
- b. Please encourage your child(ren) to respect our locker rooms and furniture.
- c. For safety, please park in the designated areas to ensure proper traffic flow and escort children through the parking lot. Be respectful of spaces that are reserved. Thank You.
- d. The center will not be responsible for lost items or articles of clothing. Please do not allow your child to bring valuable jewelry, clothing, cell phones, iPods, or other items to the gym. Label clothing so it may be returned if it is misplaced. There is a lost and found bin in the parent's waiting room, please check there for lost items.
- e. **PARENTS OR UNREGISTERED CHILDREN ARE NOT PERMITTED TO ENTER THE GYM AREA.** If you need assistance, please come to the office first.

HOW DO I WATCH MY CHILD?

Parent viewing is always available and encouraged from the Parent Waiting Room on any class day. Upstairs Observation Days are noted throughout the facility, in e-mails, in newsletters, on the Parent Board and in our events calendar. Please be sure to keep an eye out for these dates.

- a. These are typically during the **first full week of the month** with the exception of the first week of classes in September and Show Week in June.
- b. Gymnastics is an extremely focused sport. So please smile and be happy, yet also be quiet and as still as possible to enhance your child's safety and ensure a great experience.
- c. Please note, as per USA Gymnastics, no flash pictures are permitted in the gym to ensure the safety of all gymnasts.

- d. All children and siblings must be supervised by a parent, guardian or mature teen throughout the facility.

Gym Closings

HOLIDAYS / SCHEDULED CLOSINGS

The following page contains a calendar of events here at the gym. We do not adhere to any particular school district's schedule but make our own so please follow this calendar for gymnastics. If a day is not marked, please assume we are open. Every student is offered the same number of classes throughout the season and pays equal tuition rates for his/her level.

WEATHER /EMERGENCY CLOSINGS

Should the gym close due to weather or emergency related conditions, it will be announced on WGRZ Channel 2, WIVB Channel 4, WKBW Channel 7, and our home page www.greaterbuffalogymnastics.com. **Please note there are no make-up classes for any weather related or emergency closings.**

Greater Buffalo Gymnastics & Fitness Center, LLC

2017-2018 Class Calendar

September 2017						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Coming Soon!



Gym Closed - If a date is not marked, please assume we are open.



Parent Watch Week



Fun Week



Show Week - This will serve as June's Watch Week.