



We build strong PEOPLE  
strong FAMILIES strong COMMUNITIES

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# 2018 ENROLMENT FORM

YMCA STAFFORD GYMNASTICS CENTRE

25, HARVTON STREET QLD 4053

Amount Paid \$ _____ Date: _____
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We welcome you as a member of YMCA STAFFORD Gymnastics. QGA Registration Number .....

Please complete the enrolment particulars below and return the form to reception prior to commencing classes.

Surname: .....

Given Names: .....  Female  Male

Address: .....

Suburb: ..... Postcode: .....

Phone: (Home) ..... (Mobile) ..... Date of Birth .....

Parent's/Guardian's Name/s: ..... Email: .....

Doctor's Name: ..... Doctor's Phone: .....

Medicare Number: ..... Class Day and Time: .....

Emergency contact: (name, phone number and relationship to child)

Please give details below of any medical or physical conditions you have which may have a bearing on your ability, health or safety in class.

Details: .....

I do  / do not  give permission for my child's photograph to be used for promotional purposes including Facebook.

How did you find out about us? (Please tick one) Local paper ..... Word of mouth ..... Website .....

School newsletter ..... Flyer ..... Signage ..... White Pages ..... Previous Family of Windsor/Enoggera .....

## PLEASE READ AND SIGN

*I acknowledge that I am aware there is an inherent risk of injury or ill-health resulting from use of YMCA facilities and services, and from participation in exercise generally.*

*I therefore undertake to utilise these facilities and services only at my own risk and I hereby waive on behalf of myself, my heirs and executors hereafter liability against YMCA for any injury, illness or adverse change in my medical condition or state of health (whether permanent or temporary) arising directly or indirectly from my use of the YMCA facilities or other services provided, whether supervised or not by YMCA Staff.*

Signature: .....

Date: .....

**Please read and acknowledge Club Expectations over the page.**

**Safeguarding Children & Young People.** The YMCA has a range of policies and procedures to keep children and young people safe. Details of these policies are available at: [www.brisbaneymca.org](http://www.brisbaneymca.org) along with information on how you can report child safety concerns.

# **YMCA STAFFORD GYMNASTICS** **CLUB EXPECTATIONS**

## **Gymnasts:**

1. Arrive on time and prepared to train.
2. Only enter the training area when invited in by their coach.
3. Follow instructions of coaching staff at all times.
4. Dress appropriately:
  - Leotard, or crop top and bike pants are preferred for girls however a t-shirt and shorts are also ideal for all children as they allow free movement.
  - For the safety of our staff and your child – no dresses, no metal fittings such as belts, buckles, zips, studs or eyelets and no buttons.
  - Remove any jewellery and watches.
  - Tie back long hair.

Please note, for your safety of your child, you could be excluded from programs if not dressed appropriately.

5. Eat before or after training and not during classes. No food is allowed in the training area.

## **Parents:**

1. You and any other children are to remain outside the training area whilst training is in progress. (The only exception to this rule is Gym Tot classes). You are not insured. Unless invited, classes will be stopped immediately as soon as the training area is entered by a non-participant.
2. Encourage your children to participate according to the club expectations.
3. For privacy reasons please discuss photography with management before taking photos. Photos and filming of class is not permitted without YMCA approval.

Coaches/management and staff are happy to address any concerns that may arise but are only available outside of training.

**I have read the Club Expectations and undertake that I will abide by them at all times.**

Signature..... Date.....

## **Fee and Fee Payment Policy**

**Payment:** A booking deposit of \$20 is payable on new enrolments and the balance of fees are required to be **paid at the completion of the first lesson.**

**Annual Registration Fee:** Annual registration fee is required on the first lesson attended in a calendar year.

**Equipment Levy:** An equipment levy of \$5 for gym tots/mini gym and \$10 for all other programs is payable per term.

**Enrolment Form:** An enrolment form (overleaf) must be completed and signed prior to a child's first lesson.

**Outstanding Fees:** Outstanding fees will incur a late payment fee of \$15. A letter will be issued regarding outstanding fees. If no response is received, details will be passed on to our Head Office who will arrange for appropriate debt collection and an additional lodgement fee of \$36 will be added to the debt. A child will not be accepted into class if there are outstanding fees from a previous term.

**Refunds:** Once a child has commenced a term program, refunds will only be granted at the discretion of Management. A \$10 administration will be charged per person. 2 weeks' notice required.

**Make-up Lessons:** These can be made during the term of the missed lesson and have to be organised with the office.

**Continuing enrolment between each term:** Renewal forms are to be completed and returned with payment on or before the last day of term to confirm place. After that your place cannot be guaranteed.

## **Privacy Policy**

This YMCA Policy can be viewed online at [www.brisbane.ymca.org.au](http://www.brisbane.ymca.org.au) and you can order copies from reception.

**PLEASE MAKE ALL CHEQUES PAYABLE TO YMCA OF BRISBANE**