**BERWICK**

**CALISTHENIC**

**CLUB INC.**

***Operating 49 Years***

****

### **INFORMATION BOOKLET**

**2018**

**Factory 2, 65-67 Enterprise Ave.**

**Berwick.**

Postal Address: P.O. Box 258 Berwick 3806

www.berwickcalisthenics.com.au

email: berwickcalisthenics@live.com.au

***ABOUT THE CLUB***

The Club was founded in 1969 by Mrs Wendy West, who is now a Life Member. The Club is an incorporated body and is managed by a Committee. Meetings are held monthly and the Annual General Meeting is held in March each year. All members are welcome to attend these meetings.

The Club is a member of Calisthenics Victoria Incorporated (CVI) and all coaches are registered members of the Victorian Calisthenics Coaches Association (VCCA). Berwick is a competitive club and participants take part in competitions from July through to October each year.

The club’s policy is fun, fitness and achievement, and to develop each girl/lady to her full potential within her ability.

**AGES AND SECTIONS - 2018**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| TINY TOTS | 3 to 5 years | \*Coaches discretion on experience and ability |
| TINIES | 5 to 7 years | \*Coaches discretion on experience and ability |
| SUB-JUNIORS | 8 to 10 years |  |
| JUNIORS | 11 to 13 years |  |
| INTERS | 14 to 17 years | Swing year 16-17 years |
| SENIORS | 16 years and over  | Minimum 16yrs |
| MASTERS | 26 years and over |  |

Age group is determined by competitors age as of 31st December in the competing year. The Club and CVI do not encourage participants to move up a section earlier than stated, except in exceptional circumstances. **Approval must be sought from the Committee, the Coach and on occasion from C.V.I.**

**CLASS TIMES - 2018**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| TINY TOTS | Saturdays | 9.00am to 10.00am |
| TINIES | Saturdays | 10.30am to 12.30pm |
| SUB-JUNIORS | Saturdays | 1.00pm to 4.00pm |
| JUNIORS | Mondays | 4.30pm to 7.30pm |
| INTERS | Thursdays | 6.15pm to 9.45pm |
| SENIORS | Tuesdays | 6.15pm to 10.00pm |
| MASTERS | Wednesdays | 7.00pm to 9.30pm |

\*Please note, these times may extend at certain times at the discretion of the Coach/Committee. Classes are held from February to November.

**TRAINING VENUE**

All normal classes will be held at Factory 65-67 Enterprise Avenue Berwick 3806, stage rehearsal and extra practices may be held at other venues.

There are six available car parks on site, **please do not park** on the music school side please park in marked spots along Enterprise Avenue. All children must be collected from inside the venue. You will be required to participate in cleaning rosters, to attend to cleaning after the conclusion of classes.

**No child will be allowed to leave the hall unless an adult has come in to collect them.**

**COACHES FOR 2018**

Tiny Tots

Coach: Kylie Castricum ,Tamara Hughes

Tinies

Coach: Tamara Hughes Ass. Coach: Kylie Castricum

**Sub-Juniors**

**Coach:** Tarryn Cauzzo **Ass. Coach:** Serena Swedosh, Lisa Fabien & Veronica Cole

**Juniors**

**Coach:** Carla Biagi **Ass. Coach:** Jessica Brady & Jessica Germaine

**Inters**

**Coach:** Andrea Nicol **Ass. Coach:** Sarah Hudswell

**Seniors**

**Coach:** Andrea Nicol **Ass.Coach:**

**Masters**

**Coach:** Amber Jones **Ass. Coach:** Jessica Zammit

**Coach Club Mentor :** Marion Longstaff

#### FEES - 2018

#### FEES ARE DUE PAYABLE EACH TERM

|  |  |
| --- | --- |
|  |  |
| Tiny Tots | $150.00 per Term\* |
| Tinies | $200.00 per Term\* |
| Sub-Juniors | $300.00 per Term\* |
| Juniors | $312.50 per Term\* |
| Inters | $325.00 per Term\*  |
| Seniors | $325.00 per Term\* |
| Masters | $180.00 per Term\* |

**\***A monthly option is available for Credit Card Direct Debit/Internet Payment only.

A 5% discount on tuition is offered if paid in full by the **28th February**

For girls new to the Club, a Charge of $ 10.00 per class can be paid for the month of February only; this will be taken from your fees if they continue.

A Fundraising Levy of $100 per family is added if you do not participate on the roster (4-5hrs) at Dandenong Solo Competition or Bunnings Sausage Sizzle or other deemable events.

Family Discount is offered, 1st Child Full Fee then 10% 2nd child and subsequent children. Masters are included (as eldest Mother/daughter relationship only**)\*Only applicable when one parent pays all family fees.**

Payments can be made by Eftpos, Internet, Direct Credit, Cash, Cheque to the Money person in your Section

**COSTUME AND MONEY CO-ORDINATORS & TEAM MANAGER**

Each section has both a Costume and Money Co-ordinator. The role of the Costume Co-ordinator is explained below and the role of the Money Co-ordinator is that of receiving fees due. If you have a query, you can direct it to your **Team Manager** who will forward it on, if she is unable to answer it for you.

Please be aware that both these positions are undertaken on a voluntary basis and the ladies filling these positions are mothers of participants themselves. Our Club would not survive without our valued volunteers.

**COSTUMES**

The Costume Co-ordinator works in conjunction with the Coach and is responsible for co-ordinating the making and use of existing costumes. Each section is allocated a budget to work with and this is strictly adhered to.

While the Parent is responsible for sewing their own child’s costumes and for sewing sequins and trims, this is often done in group working bee's and assistance is given to those who are not comfortable sewing. Costume Co-ordinators assist with instructions, advice and moral support!

Depending on circumstances you may have a lot or a little sewing to do, help can be given with sewing techniques. Costume repairs during the year are the wearer’s responsibility and they must be completed and clean for competitions. Please seek washing instructions from your Costume Co-ordinator before washing.

All costumes, new or used, remain the property of the Club. This allows complete sets of costumes to be re-used where possible. At the end of the year, costumes will be collected at the end of the concert by the Costume Co-ordinator.

Please note that the Coach is at liberty to change costumes as she sees fit. This might include the adding of extra sequins to a costume at any stage throughout the season or changing a costume partly or in its entirety at any stage throughout the competition season.

###### PRACTICE SESSIONS

Practice sessions are held once a week and extended practices are held during school holidays. **Punctuality is important**, as there is a lot to be achieved in each session. Participants are dependent on each other for stage positioning and often work in pairs, so please keep this in mind.

Practice at home is important. When teams are selected the Coach will record all music on a blank CD supplied by the Club for your child to go through her routines at home.

If you wish your child to do well and gain the most benefit from calisthenics, regular attendance is most necessary. If your child is ill or is going to be absent from a class, a telephone call to the coach/Team manager is required ASAP.

Parents are asked not do come into the Class area, during class, unless invited by the coach. The coach requires the girl’s full attention for their routines without any distractions.

Viewing sessions are held regularly throughout the year. If you need to talk to your child’s coach please make a time to see her before or after class.

**PRACTICE UNIFORM AND EQUIPMENT**

Plain black leotard, black tights with no feet, or shorts, Black crossover for cold weather & nylon full circle skirt for aesthetics practice \*Patterns are available through the Club\*.

Hair is to be neat and tied back and jewelry is not recommended.

Rod, clubs and character shoes are required if your child is part of a team using this equipment. Clubs, Rods, Shoes, Wigs are to be purchased by the participant.

The Club will Bulk purchase were possible to ensure cheapest prices and resell within the Club. Secondhand items will also be available.

**Rod covers are compulsory** and can be purchased through the Club.

###### SIBLINGS

Siblings are the responsibility of the parent or guardian at all times. Please do not leave them unattended at Class or Competitions.

**CLUB NEWSLETTER**

A Club newsletter is distributed via email, usually the third week of the month.

Everybody in the Club receives a copy ( via Email), which contains useful information that you may not get by other means.

If you do not receive one please let your Team Manager know or email berwickcalisthenics@live.com.au.

A Section Newsletter will also be provided on email &/or section group on facebook.

**FUNDRAISING**

The Club’s Major fundraiser is running the Dandenong Solo Competition.

The Competition is held in late March of each year over three days, Friday night, Saturday and Sunday.

This competition is organised by the Dandenong Solo Competition Committee who then request help from you, by rostering you on duty for a three to four hour session.

A $50.00 fundraising levy per family will be added at the end of May if you have not participated at Dandenong Solo Competition\*( Working with Children Registration required by CVI to work @ Competition) or **Bunnings** Sausage Sizzle. This can be by participation on a roster for a four to five hour shift.

By volunteering to assist at this competition or sausage sizzle you will get to know other Club members.

Other Fundraising will occur over the year (ie Trivia Night, Chocolates, BBQ’s at Tasmans etc ) and while not compulsory, extra funds help to cover the costs of running the Club and keeping fees lower, so please help where you can.

Extra fundraising is also undertaken in the form of the end of year raffle, where a donation of goods is called for.

**MOTHER - DAUGHTER CLUB CAMP**

**Sub Juniors to Seniors**

Mother/daughter camps are held in May/June. Your Team Manager will notify you when your group is attending camp. Camp attendance is compulsory for all participants as a large portion of work is taught over the weekend. Inability to attend may mean exclusion from an item, at the Coaches Discretion.

This camp is designed for attendance by both the girls and their mothers.

The Committee strongly encourages mothers to attend these camps with their daughters. Camps are a good way of getting to know other mums within the group and to help out with the sewing of costumes etc.

Camps are usually run from Friday to Sunday afternoon and cost is kept to a minimum. The Cost of Camp will be kept at a minimum at all times.

Approximate cost is $100 per person (approx) for the Weekend, this includes meals and **MUST BE PAID** before Camp.

These camps are a great way to get to know your fellow team members, other mums and your child’s coach and her assistants and are a lot of fun.

If your daughter is attending the camp and you are unable to – (a) stay overnight with your daughter; and/or (b) attend the camp at all you will be asked to sign a 'disclaimer form' and appoint a guardian in your absence to be responsible for your Child.

**ADDITIONAL EXPENSES -** may could include:

\*At competitions there is an entry fee for anyone who is not competing.(approx $20-25)

\*Club uniform for wearing to and from competitions *(*$120-150 approx)

\*Leg tan, foundation, lipstick, eyelashes ($60 approx) (Eyelashes not applicable to Tinies)

\*Clubs ($25)- once only unless Clubs are broken- replacement ($30) (not applicable to Tinies)

\*Shoes & Wig \*purchased from the club ($55 each approx)

\*Accommodation at Ballarat approx($150 for two, if shared accommodation)

\*Meals at Ballarat and local competitions. Canteens are generally provided.

\*Bodysuits – available from Dance shops ($20+)

\*Rods and Rod covers (*compulsory*) ($20-25 approx)

\*Level examination fees (*optional expense*) ($130 -210 approx) (not applicable to Tinies)

\*Solo participation expenses (*optional expense*) ($300 + approx) (not applicable to Tinies)

\*Team photos (*taken each year by a professional photographer*) ($ 9 each approx)

\*Concert Tickets (*November*) ($30 each approx) Concert DVD (approx. $40)

\*Team Camp May/June (*compulsory*) (approx $100 per person - food included) (not applicable to Tinies)

**BODYSUITS**

As a means of hygiene and privacy of participants in change rooms, bodysuits are worn under costumes in all sections. Please see Team Manager for locations of where you can purchase these.

**LEG TAN**

The leg tan we use is a reputable brand tested for use on young skin. It can be purchased through your Co-ordinator and must be applied prior to competitions and taken well up over the buttocks and down over the feet. Spots missed show up very easily on stage.

***Handy hint***: To avoid getting leg tan on costumes cut a pair of tights down the crotch seam. Place the tights on each leg, put on the costume then remove the tights.

* All Cosmetics are available to be purchased at the Club.

**MAKEUP AND HAIR**

For competitions all participants wear face makeup and leg tan and lipstick.

Makeup consists of a good quality foundation base and Lipstick, all of these are available for purchase from the club. The Club provides all other face makeup such as rouge and eye shadow and is applied by the Coach and her Assistants.

Each group uses a hairstyle decided by the Coach. All participants’ hair is styled in an identical fashion. Hair gel, spray, nets and pins are required. Hairdressing techniques will be demonstrated at practice sessions.

**CLUB UNIFORM**

Compulsory Uniform is plain black dance pants (no trim), Blue Club VNeck or Club Singlet and Club tracksuit top.

Proper Club Uniform must be worn to and from **ALL COMPETITIONS** and when **REQUESTED** atClub functions. No Variations will be accepted.

The Club sells Tracksuit Top & V neck & Singlet’s, black dance pants to be worn by all participants to competitions and can be purchased at Big W, Target, Kmart, Best & Less, Sport stores, Dance shops etc.

The cost for a new tracksuit top is approx. $100-120. (Available in larger sizes for parents as well). Second-hand tops are usually about half the price.

Club V Neck & Club Singlet can be ordered at the beginning of each year. Prices are approx $35.00

Onesies, Club Costume Bag & Club Bag are also available but are not compulsory items.

**TEAM PHOTO’S**

Photos are taken each year by a professional photographer. Photos are purchased direct from the photographer or are arranged within each group, all photos must be paid for at time of purchase.

Purchasing of Team Photos and Solo Photos are optional

**LEAVE OF ABSENCE**

If you/your Child will be absent from class voluntarily or non voluntarily more than 3 weeks a leave of absence form must be filled in and handed to your Team Manager or Committee Member, as soon as the absence is known of.

At the Coaches discretion a brief meeting may be required to discuss the decision of the coach. As Calisthenics is a Team Sport, this is a vital importance so as the Team /Coach can continue in the best outcome for the Team.

**TEAM SELECTIONS**

The aim of our coaches at Berwick is to encourage and guide every girl to be the best Calisthenic girl that she can be. Regardless of which team a girl is selected to be in, she will receive positive coaching and guidance from the wonderful coaching team we have at Berwick.

I would like to remind parents that it is a **STRICT policy** of Berwick Calisthenics Club that coaches are not to be approached or harassed in any way in regard to team selection. Our coaches have the committee’s full support in their decisions and the only time the committee will intervene is in a case of obvious discrimination, which we hope we would never see at Berwick.

A Coach will always choose their teams with all participants in mind. No Coach finds this an easy task, and all girls are valued team members.

**GRIEVENCES/COMPLAINTS**

If at any stage during the year you find that you have a grievance or complaint the following procedure should be followed:

* Firstly, approach your Team co-ordinator or a Committee member, and they may be able to solve your problem. **Please remember that Coaches have a personal life and should not be contacted out of class hours unless extremely necessary.**
* Secondly, if your grievance is of a more serious nature, it is requested that you put your grievance in writing and the Committee, on a more formal basis, will then address it.

In the event of any conflict involving any member of the Club, (i.e. parents, participants, coaches, assistants, cadets) the Committee will endeavor to resolve the issue satisfactory to all parties.

**INJURY POLICY**

1. If a girl is injured at Class or Competitions, then the Coach must be notified, and the participant is covered by CVI Insurance.
2. However, if the participant is injured outside of Calisthenics, the Coach must be informed, and if it is a serious injury, a meeting needs to be arranged, between Coach, Parent & Committee Rep. As CVI **Insurance is null and void**, until injury is healed. And A plan for return needs to be put into place. This may involve Medical Clearance before the participant can continue.

**COMPETITIONS**

Competitions are held July through to October.

**Once signing our Registration you are committing to be being available to attend ALL Competitions entered.** Most Competitions entered are in the Melbourne Metro Area, SubJuniors to Seniors sections do attend one Competition in Ballarat (October) and occasionally one in Geelong. Competitions are at the Coaches discretion.

At competitions accredited adjudicators judge items, and points are awarded for execution, costumes, deportment, singing etc.

Places are then given for 1st, 2nd, 3rd, Honorable Mention and Highly Commended.

Each item then receives a Judge’s criticism sheet.

A point’s tally (6 – 1st placing, 4 – 2nd placing, 2 – 3rd placing and 1 – Honorable Mention and 0.5 – Highly commended) at the end of a competition an aggregate winner and runner up is announced.

Tinies do not compete for an aggregate.

Ballarat competition usually means an overnight stay in a motel and participants might miss a day of school. Ballarat is always a lot of fun!!! ( the Grand Final of calisthenics !)

**PLEASE NOTE: The Club has no control over when competitions are scheduled. Some competitions may be held on any day during school holidays. You will be issued with a schedule when All Competition dates are out, this is usually in mid June.**

**So it is HIGHLY Recommended that Holidays are not booked till the Dates have been announced.**

**Participants need to be available to participate in all competitions** – failure to do so or to be late means letting down the rest of the team.

It is up to the parents to ensure that participants have all the equipment and costumes with them and their Club tracksuit or a dressing gown to wear over their costumes between items.

Participants must not leave the dressing rooms without the prior consent of the Coach and must return at the time stipulated.

At times they may not be able to leave the dressing room at all. Depending on the wishes of the coach some of our teams work with a dressing roster and a headpiece roster. These rosters require the help of the mother. Some venues have canteens but most people take along a drink and snack to cut down costs, **ONLY CLEAR DRINKS ARE ACCEPTABLE. Participants must not eat or drink while wearing costumes.** All competitors must be at competitions at least one hour before the start time so that makeup can be applied.

**Correct Uniform – ie Club tracksuit and V Neck or Singlet Club shirts, black dance pants & Black Shoes, must be worn** to and from competitions. Girls must be well behaved, neat and tidy and when leaving competition please leave hair and makeup on.

No cameras, pagers or mobile phones are allowed in the auditoriums. Do not talk or move about the auditorium while teams are on stage; no jewelry to be worn on stage and no nail polish;

Please do not sit in the first four rows as this can distract participants when on stage.

**PRESENTATION EVENING – COMPLUSORY EVENT**

The Presentation is held prior to the Annual Display. This is where participants receive Coaches Awards, Perpetual Trophies.

Presentation takes place in the form of a family night. Presentation is usually followed by sausage sizzle and some activities. This date is published at the beginning of the Year, so please mark it down.

**CLUB ANNUAL DISPLAY – COMPLUSORY EVENT**

At the end of the year (November) the Club’s Annual Display is held and participants perform their items. This is an opportunity for family and friends to view participants in action, and our Club as a whole.

Tickets will be on sale early October Please check dates in Newsletter. This date is published at the beginning of the Year, so please mark it down.

**SOLO COMPETITIONS -**

**(a separate information book is available)**

A solo competition is where a participant competes on stage alone, against other participants in that age group. The participant learns a routine and presents it at each competition. They can perform either a Calisthenic routine (combination of freearm, dance and aesthetics) or graceful routine (combination of aesthetic/rhythmic movements and dance).

Girls seeking to do a Solo, should first ask their coach if they have the required skills, and then register their interest in September, as coach will then be sort in late Oct/Nov.

Whilst the club encourages soloists, it must be remembered that a solo commitments must not interfere with team commitments.

The fees charged for solos are set by the participant’s solo coach. The Committee does not regulate this.

Extra costs incurred will be for costumes, hall hire, entry fees and your admittance to competitions etc. as per team competitions.

**LEVELS -**

**(a separate information book is available)**

If a participant wishes to perform at a solo competition, she must first pass level exams. The following are the level requirements for solo participants.

Please remember that the minimum age to sit the exam is taken as the age of the competitor as on the 31st December in the year that the levels are sat. Levels must be obtained in the year prior to competing in Solos (i.e. levels in Nov/Dec 2017 to compete in Mar/May 2018).

Test 1 8 years

Test 2 9 years Test Test 2 29 years

Test 3 10 years

Grade 1 12 years

Grade 2 14 years

Grade 3 16 years

Grade 4 17 years

Some participants may wish to obtain their levels only and not compete in a solo. This is encouraged as it helps to “fine tune” skills. If you wish your child to complete levels, contact your coach or levels coordinator for further information.

The fees charged for Levels are set by and payable to the coach. An extra Registration fee is also payable to CVI. These fees are not included in your yearly fee and are an extra expense incurred by the family of the participant when they decide to do Levels. Registrations will be called for in late September.

**CLUB WEBSITE**

The Club has its own Website at www.berwickcalisthenics.com.au.

On the Website, we publish results, notices and photos and information throughout the year \*Please note, no surnames are used, only first names\*.

 All sections run private Facebook pages, you will be invited on these once you have joined.

 **COMMITTEE OF MANAGEMENT & MONTHLY PARENT MEETINGS**

Berwick Calisthenics Club is run by a Committee of Management.

This is made up of parents from the Club who meet the Second **Tuesday of each Month at 7.30pm** at the Hall to discuss matters relating to the running of the Club. This is an open meeting and any MEMBER is welcome to attend.

The Club holds its Annual General Meeting on the Second Wednesday in March. (Date will appear in Diary Dates in the Newsletter)

At the A.G.M reports are tabled and Office Bearers are elected for the coming year.

This meeting is open to FINANCIAL CLUB MEMBERS, LIFE MEMBERS who may vote in the New Office Bearers for the Current Year.

Minutes of ALL meetings (except Executive) are available for perusal in a book kept at the hall, or can be emailed on request, if you would like to receive it contact the Secretary.

**PUBLICITY DISPLAYS**

The Club participates in Static Displays throughout the year, at which concert videos are played and photo boards and costume displays etc are shown.

Help is always needed to man these displays, watch out in Newsletter if you wish to help. Notices about upcoming displays will be in the Newsletter.

## **IN CONCLUSION**

When a participant joins Berwick Calisthenics Club Inc. they become a part of a team- a team that can only function successfully if every member is putting in their best effort. As will be obvious to parents, younger participants need a lot of encouragement so in a way the mothers and fathers are a part of the team too. Certainly without our very enthusiastic parents we would not have a dedicated and well-costumed group of participants.

At Berwick we promote calisthenics as a fun and enjoyable sport, where all those who participate are taught the skills of calisthenics. This unique competitive sport offers fun, fitness, achievement and friendship to all those wishing to take part.

We hope that most of the Club’s activities have been explained here, but if you have any further queries please do not hesitate to contact either your

Team Manager or a Committee Member.



For information about enrolling please contact:

Kerry Williams - 0419 359158

Club Mobile – 0416 093806

Check out our Website: [www.berwickcalisthenics.com.au](http://www.berwickcalisthenics.com.au)

Email: berwickcalisthenics@live.com.au