



***USAG Girls' Team Manual***  
**2024-2025**

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28039 W. NorthPointe Parkway  
Lake Barrington, IL 60010  
PH: (847) 381-6141  
Website: [www.KIAGA.com](http://www.KIAGA.com)

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# WELCOME!

Congratulations on being invited to join the **Kids in Action Gymnastics Academy (KIAGA)** girls USAG artistic team program. This booklet has been put together with the intention of helping you understand our KIAGA Team Gymnastics Team program policies and guidelines.

Providing a fantastic gymnastics experience is what this club is all about. We are here for those children who have hopes and dreams of being the best they can be in life and in gymnastics. We are here to support them in that dream.

The KIAGA Team program is a challenging accelerated program for those gymnasts who are talented, hard working, dedicated, and competitive individuals. **This program is a year-round commitment for the gymnast and their family.**

## **MISSION STATEMENT**

Our mission is to provide the space, equipment, professional coaching and workout time to allow our gymnasts to compete effectively while attaining their personal competitive goals. It is our overriding goal that our program will help your child attain confidence and self-esteem, develop strong self-discipline, learn how to set and achieve personal goals, enjoy the benefits of teamwork, create a lifelong plan for good eating habits and exercise, plus many other behavior modifications that are often achieved through a strong commitment to an amateur sport. We shall measure our success not by trophies on shelves but by character development and life skills that stay with each child once the grips and leotards are put away for good.

## **THE NATURE OF GYMNASTICS**

The *general activity* of gymnastics encompasses many positions and movements and involves the use of lots of disparate equipment in many separate sports. Our interest is limited to the sport of women's artistic gymnastics and its four individual disciplines – vaulting, uneven bars, balance beam and floor exercise. In this sport your children will be asked to learn hundredths of separate skills, all of which tend to be unnatural and require an unusual amount of flexibility and strength. The aforementioned skills can conceptually form a pyramid, with the base being what are often referred to as basic skills and the top being more complicated skills made up from various combinations of the basic skills. KIAGA adheres to the belief that the lower skills must be learned to a degree of perfection that allow for the learning of the more difficult skills with a great amount of safety and consistency. Rushing through the basics usually causes frustration and depression at higher competitive levels and can also lead to injuries. Thus patience is truly a virtue in our chosen sport.

## **KIAGA TEAM PROGRAM PHILOSOPHY**

Our philosophy is to provide the mental and physical discipline needed for competition within a framework of positive reinforcement and encouragement.

- We hope that our program will deliver more than physical and competitive development.
- We hope that your child will learn self-esteem, self-motivation, self-discipline, dedication, determination, work ethic, time management, teamwork, team spirit, leadership, sportsmanship, respect for danger, respect for others, grace, and poise.
- We measure our success, not so much by the number of trophies on our wall, but rather, with what each child takes with him or her after they leave the sport. Gymnastics is a unique sport in which every child's potential is different but the common factor is that every child can gain life skills that will long outlast their gymnastics experience.

## **DESCRIPTION OF THE USAG JUNIOR OLYMPIC PROGRAM**

The sport of artistic gymnastics in our country is controlled by the USAG, the inter-nationally selected governing body housed in Indianapolis, IN. Through its numerous committees it creates the rules, policies and (compulsory) routine structures used in competitions. The top of the competitive structure is the international group, or Elites. Our main concern lies with what is termed the Junior Olympic Program which has 10 levels, the first five of which are comprised of compulsory exercises, or routines. Thus, at levels 1 through 5 all gymnasts do the same routines. At levels 6-10 each athlete makes up her own routines; these are the optional levels. At KIAGA and throughout Illinois levels 1 and 2 are intra-mural in nature; inter-mural starts with level 3, which has an unofficial state meet. The mandated starting level is 4, which has an official state meet. State meets are also the highest level of competition for levels 5-7, while level 8 has a (five state) regional meet. Level 9 can go up to a semi-national meet and level 10 goes up to J.O. Nationals.

## **LEVEL PLACEMENT AND MOBILITY AT KIAGA**

Initial placement and subsequent advancement from one level group to the next will be determined by in house testing, achieved scores, attitude, peer group compatibility (a bias towards homogeneous age groups) and a general readiness to be challenged but reasonably competent at the next level. Any move-up should benefit the child and not be a detriment to the group she will be joining. Some groups have 2 level designations; these gymnasts are likely to compete both levels in one season, thus 'moving up' while staying in the same group. Any **group change** is predicated on an existing opening in the targeted group.

## GUIDELINES AND RESPONSIBILITIES

The decision to join the KIAGA gymnastic team is a significant one; it entails time, expense and effort and thus may mean some dislocation to family planning and scheduling. Our sport, even at the lower levels, has historically required year-long training in order to achieve competitive success. Injured gymnasts are expected to remain in training to the extent medically feasible.

The following guidelines are intended to allow our athletes to function successfully as consistently as possible:

- a. **Attendance**; since there is so much to learn a missed day of practice has meaning. Be on time (decreases group disruptions) and make an effort to stay to the end of practice. Please call or e-mail the office or your child's coach if you intend to miss a work-out.
- b. **Attire**; proper attire is required; good hygiene is recommended. Leotards are required, tight shorts are acceptable. Warm-up outfits may be used in cold weather at the beginning of practice. No shirts. Hair should be appropriately tied so as not to interfere with activities; no jewelry allowed other than stud earrings.
- c. **Attitude**; come into the gym with a smile and try to retain it throughout the practice; the experience of learning should be reason enough to keep that smile in place. We ask that each gymnast works hard and tries her best at all times; that is all we can ask for. Gymnasts should avoid comparing themselves with others; each girl will progress at her own rate. Each child should only concern herself with that which she can control – YOUR ATTITUDE, YOUR EFFORT AND YOUR GOALS.
- d. **Snacks**; no food (including candy!) or drink (except bottled water) is allowed in the gym. All snacks must remain in the locker area or eating areas.
- e. **Leaving the gym**; gymnasts must not leave the workout or competition areas without the permission of the coach on duty. This applies to leaving early, going to the restroom, getting something from a locker, etc. The gym and its coaches are in loco parentis while the gymnast is on KIAGA premises and need help in keeping track of everyone.
- f. **Pain**; alert your coach when your body is telling you to slow down or stop. Please advise your coach if you are sick, on medication or are injured. Pain is the body's way of telling you to stop. In addition, alert your coach if you have, before practice, engaged in strenuous activity.

## **GUIDELINES AND RESPONSIBILITIES (continued)**

- g. **Behavior**; always act in a way that shows respect for yourself, your teammates and your coach. Be kind and helpful to younger children around you when possible and appropriate. THERE IS NO PLACE IN THE GYM FOR RUDE OR BELITTling COMMENTS, DISPLAYS OF ANGER OR DISGUST, OR TALKING BACK TO COACHES OR OTHER ADULTS. Crying should be avoided if at all possible; it is an imperfect form of communication. If something is seriously wrong please try and verbalize the problem to a coach or other adult.
- h. **Fear**; it is common in gymnastics training for an athlete to experience fear. If the emotion rises above a controllable anxiety then a coach should be informed immediately. Distinguish this emotion from others such as frustration, sense of failure or setback or momentary defeat. This emotion must be dealt with quickly or it can lead to early retirement from the sport.
- i. **Honesty**; acknowledge problems and try to solve them instead of ignoring them or denying them, both forms of dishonesty. Let's learn to be problem solvers.
- j. **Pick-up after workout**; always wait inside the building (where an adult can keep an eye on you). Parents should always know when to pick you up.
- k. **Zero Tolerance**; NO TEAM MEMBER IS ALLOWED TO USE OR BRING INTO KIAGA ALCOHOL OR ILLEGAL DRUGS OR TOBACCO PRODUCTS. Any violation is cause for SUSPENSION from the team while help is sought and a resolution created. Team dismissal will follow if no resolution occurs.

## **PARENTAL COMMITMENT**

A gymnast's parent(s) or guardian is a hugely instrumental contributor to her success in the gym. Some parental roles are obvious; paying tuition, driving to workouts, counseling whenever needed, listening for possibly hidden problems, feeding your athlete properly, instilling a strong sense of positive values, etc. Below are listed some obvious and some possibly not so obvious parental guidelines.

- Communicate with the coaches regarding any problems that they may not otherwise be aware of. We want to serve your family well; your thoughts are important to us. **Please do not complain to others; we can't resolve issues of which we are not aware. The support of our team parents is important for team morale and unity. If you have concerns, and most of you will, please come to the staff first!**

## PARENTAL COMMITMENT (continued)

- Check your e-mail regularly to stay current with team activities. E-mail will be our primary form of communication with parents, so please give us any and all effective e-mail addresses.
- Ensure that your athlete gets enough sleep, proper nutrition, timely transportation to and from workouts and has the proper clothing and equipment for all gym activities.
- Try and be a positive force in your child's gymnastic development. Provide unconditional love, encouragement and support to your young athlete. Please do not compare your child with other children. Each child has different strengths and weaknesses; comparisons usually come across as negative information.
- Have a clear definition of what winning is. Winning should be defined as an athlete's best effort, not being better than anyone or everyone else. Make only positive comments after competitions and focus on your child's improvement, not her placement.
- Please do not coach your child, especially with regards to the technical side of our sport. Do not distract or try to communicate with her once the workout has started. We ask the athletes to focus on the workout and hope that distractions, which can cause injuries, are minimal. Parental coaching can interfere with the coach-gymnast relationship, which is very important for long term success. If you need to contact a coach or your child during a workout please ask someone from the office to help.
- Please let a coach know before practice if your child may have some dysfunction from illness, medication or an injury unknown to her coach.

Be supportive of your child's coach when and where you feel it is justified; where you perceive a coach related problem please contact the coach, head coach or office (in that order) in an appropriate manner, time and place.

**PLEASE NOTE:** Injured gymnasts are asked to participate in workouts and gym activities to the extent possible and medically appropriate. It is often possible to work around an injury which allows the athlete to continue to improve **and not fall farther behind her teammates than is necessary!**

Although this section of the manual has focused on in-gym policies we would like to reiterate that family and education are each child's overriding priorities; nothing printed in these pages should be construed otherwise.

If the team commitments listed above seem too extensive for you and/or your child's present situation you might want to consider KIAGA's other competitive program, GIJO, which requires a lesser time and financial commitment.

## **POTENTIAL FAMILY LIFESTYLE ADJUSTMENTS**

The following information is intended to help parents understand the potential scheduling issues that can occur over the course of your athlete's club career.

- a. At the lower team levels practice hours/week are limited to two or three days. Over the course of several years the days/week can move up to five; an Elite would require six!
- b. Drop off and pickup times can be asynchronous with your family's normal scheduling structure. The KIAGA office can help with driving pool arrangement (or consult your child's coach).
- c. Most levels will have six or seven meets/year, starting as early as November and ending as late as early May (very unusual). We shall attempt to keep these local, but at higher levels we lose control of location.
- d. Homework will have to be done efficiently as available time shrinks. *It is common knowledge that student/athletes tend to have better than average grades than their less active peers.*
- e. Time management skills will be needed in other areas of your child's life besides school work. We hope you will help your athlete cope effectively; we shall be happy to be involved if asked.
- f. Once a child has embraced the sport and activity of gymnastics it can become addictive; if you believe this is so and creating an imbalance in your child's life, please include us in any attempt to rebalance.

## **NUTRITION**

Each athlete should bring a non-breakable water container to practice, which should have her name on it and can be kept in the locker area.

In order to help control blood sugar levels at an optimum level a healthy snack should be ingested during a long (3 to 4 hours) workout. Never allow candy, pop or sugary snacks. We would like to help parents in instilling good lifelong eating habits with our students.

## **SAFETY**

Because gymnasts often move fast, jump and swing high and are constantly upside down, the potential for injury clearly exists. Equipment makers and USAG administrators and committees have continually, over many years, made changes in equipment and user-friendly rules for when and how the newer and safer equipment can be used. Our sport is ***much*** safer than it was even 10 years ago. One way to avoid injury for gymnasts is to get plenty of rest and learn to control any and all emotions or thoughts that can lead to unsafe gymnastic activity.

## **DANGEROUS OR SOCIALLY UNACCEPTABLE BEHAVIOR**

KIAGA's business is the training of youngsters in any and all ways that relate to gymnastics activity and relationships between coach-gymnast and gymnast-gymnast. If a coach determines that a gymnast is behaving in either an unsafe manner or a socially inappropriate way it may be necessary for said coach to initiate corrective measures, much as parents would at home or teachers at school. If a coach decides that they are not capable of correcting the inappropriate behavior then the child's parent(s) will be notified and asked to become involved. If a solution can't be reached the child will be dismissed from the team.

## **TEAM COMPETITION INFORMATION**

KIAGA's Team gymnasts participate in the Junior Olympic Program, developed by USA Gymnastics, the governing body for gymnastics in the United States. This program consists of levels of progressive gymnastics skills and routines for girls and boys.

KIAGA also offers two other less competitive team options for those gymnasts that are not ready to enter the very competitive USAG league. First is to train with our USA gymnasts and perform at scheduled intersquad meets at KIAGA. We also plan on some low key meets with the American Academy of Gymnastics in Wheeling that will allow our gymnast the opportunity of performing outside of the KIAGA gym and gaining some valuable performance experience. Second, is our Girls Competitive League. This group has a separate workout and coaching staff and is only a four-hour commitment per week. The Girls Competitive League is a low key preparatory program for High School gymnastics. If you find that USAG is too intense for your gymnast the girl's competitive league may be a good option.

**Female gymnasts compete on four events.** These events (in Olympic Order) are: Vault, Uneven Bars, Balance Beam, and Floor Exercise.

### **Meet Scheduling**

At the beginning of each season (September-October), a preliminary schedule of meet locations and dates will be handed out to the gymnasts. Meets may be added, changed, or canceled. We suggest that every gymnast should attend every meet. Though the competition will be only on one day, *we do not find out what day or time until a week-and-a-half prior to the competition.* The schedule will have the price and payment date of each meet.

### **Meet Length**

The average meet can take as little as 3 ½ hours or last as long as 6 hours. We suggest that you bring reading material or some other project with you to help pass the time while at one of your child's competitions.

Most competitions run in a format similar to the one listed below:

1. Open Warm Up Usually a half-hour long. This time is for general stretching and getting equipment settings specific to the gymnast.

2. Timed Warm Up Every gymnast present warms up on each apparatus. This procedure can take from an hour to an hour-and-a-half, sometimes more.

3. March in All the gymnasts line up and march into the gym to be presented to the audience and judges and the National Anthem is usually played. This takes about ten to fifteen minutes.

## TEAM COMPETITION INFORMATION (continued)

### Meet Length (continued)

4. Competition The gymnasts compete and receive scores from the judges at each apparatus event. This may take 1 ½ to 2 hours to complete. It will take longer if it is an optional meet and one-touch warm ups are necessary.

5. Awards If the organization running the meet is on the ball, you may only have to wait five to ten minutes before the awards are handed out. But, it has been known to take significantly longer to get the awards ready. Once the awards are prepared, it can take from fifteen minutes to half an hour to hand out the awards.

### Requirements for Competitive Eligibility

*THESE REQUIREMENTS ARE NECESSARY BEFORE YOU CAN COMPETE.*

- USA Gymnastics athlete membership:

Annual membership is required. The athlete should be prepared to show her membership card at all sanctioned meets. The athlete number and card are obtained each year prior to the competitive season. KIAGA will send an email with instructions for the parent to register/renew for your child's, USA Gymnastics Athlete membership.

- **Financial: Gymnasts must be current on all KIAGA financial obligations.**
- Attendance: Missed practices can mean missed competitive opportunities.
- Preparedness: Athletes must be physically, emotionally and mentally prepared for competition. The coaching staff will determine when each athlete is competition-ready and relay this information to the gymnast and the parents.

### Meet Etiquette for Gymnasts

- Gymnasts should arrive at the competition site 10-15 minutes before open stretch is scheduled to begin.
- Gymnasts should be in uniform and well-groomed and report to their coach at the beginning of scheduled open stretch time. Nail polish, jewelry and make-up are not allowed in competitions.

## **TEAM COMPETITION INFORMATION (continued)**

### **Meet Etiquette for Gymnasts (continued)**

- Gymnasts must remain in the designated competition area throughout the course of warm-ups and competition and obey all warm-up regulations and procedures.
- Each gymnast should accept her place in the line-up and the scores he/she receives with dignity and without criticism. There is no place for crying and uncontrolled emotions during gymnastics meets. Gymnasts cannot control the scores they get nor can they control the performances of any other gymnast. A gymnast can only control her own performance.
- If a gymnast does her best and receives a disappointing score, this can be discussed with the coach when the meet is over. If mistakes are made and the gymnast is disappointed in her performance, she should not make matters worse by becoming emotional and jeopardizing her chances for good performances on upcoming events. Remember, you are part of a team. The Team needs you to be in control and ready to perform. Please do not bring the spirit of the entire team down by wailing and whimpering.
- The gymnasts should *not* try to keep track of their event scores, all-around scores or placement during the competition. Parents and coaches will keep track of those things. Concentration should be focused on performance. There will be plenty of time to review scores later.
- Gymnasts should be prepared to assist the coach with boards, mats, bar settings etc. during the meet.
- Be courteous, respectful and polite to all meet officials, hosts, competitors, and coaches. The only time you should approach a meet official is to thank him/her for hosting or judging a meet.
- Gymnasts should have a competition bag and keep all of their belongings in the bag during the meet.
- Gymnasts should stay with the Team until the competition is over and the coach releases them.
- Once a gymnast has entered the competition area there should be no contact between the gymnast and her parents unless there is an emergency.
- All gymnasts should stay for awards dressed in the KIAGA warm-up suit. Most meets have a formal system for presenting awards.

## **TEAM COMPETITION INFORMATION (continued)**

- As a participating athlete, you have an obligation to stay for all the awards and to accept any award presented to you with courtesy and gratitude. It is customary to accept awards with a firm handshake and a warm smile. Congratulate and shake hands with the other athletes as well. Remember that you are not just representing yourself; you are acting as a representative of KIAGA Gymnastics Team as well.
- Gymnasts staying to watch others compete or who arrive early for warm ups must stay seated in the bleachers and not wander out onto the competition floor.

### **Meet Etiquette for Parents**

- The parents are as much a part of our Team as the gymnasts and the coaches! We encourage all our parents to attend every competition and to be involved in our program. But you should be aware that, as parents of a KIAGA Team gymnast, you are *representing* the KIAGA Gymnastics Team, too! With that in mind, here are a few guidelines for parents during competitions and in the gym:
  - Cheer loudly and often for all of the members of our team and for any good performance that you see!
  - Promote KIAGA Gymnastics Team in every way that you feel is appropriate: T-shirts, banners and cheers— but PLEASE never, ever speak in a negative way about another club, coach, gymnast or judge. We realize that from time to time you will hear other parents speak poorly about a team, but keep in mind that the misinformation that they have may be from lack of knowledge. Ignore it and never stoop down to that level! If you cannot say something nice, don't say anything at all.
  - Under no circumstance is a parent ever to approach a judge before, during, or after the competition to comment on, complain about, or even ask about, a score.
  - Under USAG rules, only USAG professional members, judges and persons assigned to assist with the competition are allowed on the competitive floor. Parents should never come onto the competitive floor unless requested to by one of our coaches (i.e.: in the case of serious injury or major problem).
  - In case of injury during the competition, please wait for your coach to give some indication that you should come onto the competition floor. In most cases the injury will be relatively minor and the coach and/or trainers will take care of it. Your child will continue the competition and will need to maintain her focus. In cases of more serious injury, one of the coaches will get you.

## **TEAM COMPETITION INFORMATION (continued)**

- Please do not contact or talk to your gymnast once he/she is on the competitive floor. We want our gymnasts to focus all their energies on the competition with as few distractions as possible. After the meet is over, they will come to see you.
- Please get your child to the competition on time! Not only is it upsetting to the coaches but also it creates an unnecessary anxiety for your child in an already intense situation for him.
- Please think about what you say to your child before and after the competition. Your child only wants your love and praise for her performance (no matter how it went), and how we say things makes a big difference.
- Do not coach your child! When a parent starts to coach a gymnast, he actually interferes with the very performance he is trying to improve. Please let the coaches do their job in the gym and on the competition floor. In addition to causing confusion for the child as to whom they should be listening, it also interferes with the development of the coach/gymnast bond which is critical to any long-term success in the sport.

## **TUITION POLICIES**

The decision to join the KIAGA Gymnastics Team is a big one and reflects a commitment to the Team for the entire year. Team members do not move on and off the Team based on illness, injury, conflicts, vacations, etc. You are either on the Team or not. **Team tuition is based on this and that is why there are no discounts, refunds or prorations for missed workouts.**

The Team program tuition is determined on a yearly basis; however, payments may be made on a monthly schedule. All monthly payments must be paid by the first of the month. **Payments received after the 20th of the month will incur a \$20.00 late fee.** Any unpaid balance that is 30 days overdue may terminate your child's participation in any competitions or special gym activities. Any unpaid balance that is 60 days overdue may terminate your child's participation in any gym practice or function

Tuition is based on **48 weeks per year instead of 52.** Since tuition is paid monthly and not every 4 weeks, **there are 4 weeks every year that you are not paying for.** The gym will be closed for holidays, when the staff is away at certain competitions or clinics, and for any other reason that we feel it is necessary to cancel workouts. Listed below are the days that the gym will be closed.

### **THE KIAGA GYM IS CLOSED ON:**

**Labor Day**  
**Thanksgiving Thursday and Friday**  
**Christmas Eve**  
**Christmas Day**  
**New Year's Day**  
**Spring Break (which follows CUSD 220 Schedule)**  
**Mother's Day**  
**Memorial Day**  
**Father's Day**  
**The week of July 4 (unless your coach states otherwise).**

Even with these closings, the gym will not be closed for 4 weeks during the year, so the 10 - 14 days that are left we will be open and offering team workouts.

## TUITION POLICIES (continued)

### Monthly Tuition

<b>Girls Level:</b>	<i>JETS</i>	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>Required Hours (weekly):</b>	<b>4</b>	<b>7½</b>	<b>9</b>	<b>12</b>	<b>12</b>	<b>15½</b>	<b>15½</b>	<b>15½</b>	<b>16</b>	<b>17</b>
<b>Monthly Tuition \$:</b>	<b>229</b>	<b>290</b>	<b>309</b>	<b>363</b>	<b>363</b>	<b>435</b>	<b>435</b>	<b>435</b>	<b>4340</b>	<b>440</b>

### Monthly Charge

All team members must have a credit card on file, your credit card will be charged on the 10th of the month. If your card is declined, a late fee will be assessed.

### Competition Fees

Competition Fees are covered in the additional fees for team gymnasts' section in this Team manual.

**Competition Fees are Non- Refundable once the meet form is sent to the team coach.**

### Discounts

There is a 10 % discount for second child. Discount applies to families with two children in Team program.

### Make-up Policy

***(Print up the USAG make-up form online at KIAGA.com, under the team tab, fill it out and hand it in to your Team Coach)***

1. The make-up policy is for pre-arranged absences only.
2. The reason for the make-up must be stated.
3. This form must be signed by both coaches.
4. Make-up is only offered with one level above or below.

### High School Gymnastics

Any gymnast that will be competing high school gymnastics is required to pay 25% of their KIAGA tuition each month they are not at KIAGA in order for us to save their spot in their KIAGA group. This is a standard in the industry and is necessary to meet our financial obligations to our coaches.

## **TUITION POLICIES (continued)**

### ***Cancellation/Withdraw Policy***

#### **Steps to follow:**

1. First step - Notice of intent to cancel enrollment must be made to the Head Coach first before an OS ticket is submitted.
2. Second step - Submitting an OS ticket, see instructions on page 23 (see appendix). Until KIAGA receives an OS ticket, your athlete is considered a team member and therefore will be charged tuition. This must be done before the gymnast's final workout.

### ***Switching to another team Policy***

For those interested in switching to another team at KIAGA, we ask that you follow the order of operations and speak to the appropriate people that handle such a transition. Please speak to your Head Coach first. They will have the information on when tryouts are being held, when an evaluation could be scheduled and/or whether or not that particular team is accepting any new athletes. If it is deemed available, the Head Coach will give your contact information to the Head Coach of the team you are looking to move to. They will then contact you. We ask that you please, out of professional courtesy, do not approach any other coach, the front desk, or the owner about this matter. They do not have the information you seek and will not be able to facilitate this process in any way.

### **Injury**

Injured gymnasts are asked to participate in practice and gym activities to whatever extent possible. It is often possible to work around injuries and to turn a difficult time into something positive by increased work on flexibility, strength, specific events or skills. There is no reduction in tuition for an injured gymnast until the total amount of time missed exceeds one month, and then only if the gymnast cannot participate in workouts in any way. At that time, the tuition may be adjusted depending on the circumstances. Any gymnast who is out for one month or more and requests a tuition reduction must present a Return to Activity release signed by a doctor.

# **ADDITIONAL EXPENSES FOR TEAM GYMNASTS**

## **Annual Team Fees**

Each gymnast will pay an annual fee of \$250.00, in addition to the monthly tuition. This fee is due the first of June and is non-refundable. This helps pay for the coaches' salaries and expenses during the competitions and intersquad meets. This annual fee is required of all athletes.

## **Athlete USAG Membership Fee**

This fee is required to compete in USAG sanctioned events.

## **KIAGA Annual Registration Fee**

All KIAGA students and team members pay an annual registration fee which is \$30.00 and is charged out in January.

## **Floor Choreography**

Optional level gymnasts will need floor routines choreographed by the head coach. Routines range in price from \$150 to \$200 per routine. These routines will remain the property of the head coach and KIAGA Gymnastics.

## **Grips**

All gymnasts Level 5 or higher are required to purchase coach-approved dowel grips through an approved website.

## **Competition Fees and Travel**

Each gymnast is responsible for paying her own competition entry fee. The competition fees are generally between \$90.00 - \$200.00 per competition. Competition fees will be broken down into 3 or 5 installments and must be paid on time. Late payment may result in your child not being able to participate in that competition, there will be no refunds.

Each gymnast is responsible for her own transportation to the competition, hotel stay (*if needed*), and meals/restaurants.

## **ADDITIONAL EXPENSES FOR GYMNASTS (continued)**

### **Meet Admission**

Admission is charged to spectators at meets.

### **Uniforms and Apparel**

All the female gymnasts will have a team uniform consisting of a leotard, warm-up suit and KIAGA Team bag.

### **Uniform Expense:**

Competition Leo \$270.00

GK Warm-up Jacket/Pants - \$130.00

### **Fundraising**

Occasionally, voluntary fundraisers will be held to help pay for uniforms, coaching fees or optional level choreography. There will also be a couple of fundraisers each year in which participation is mandatory. These fundraisers help pay for new equipment in the gym that is used by the Team members.

## A BRIEF SUMMARY OF TEAM MEMBERSHIP EXPENSES

Listed below is a review of the total expenses for Team gymnasts.

**Monthly Tuition:** due on or before the 1<sup>st</sup> of each month. If there are any outstanding balances that are not paid by the 20<sup>th</sup> of month your account will incur a \$20.00 late fee, for each month that the account is past due.

<b>Girls Level:</b>	<i>JETS</i>	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>Required Hours (weekly):</b>	<b>4</b>	<b>7½</b>	<b>9</b>	<b>12</b>	<b>12</b>	<b>15½</b>	<b>15½</b>	<b>15½</b>	<b>16</b>	<b>17</b>
<b>Monthly Tuition \$:</b>	<b>229</b>	<b>290</b>	<b>309</b>	<b>363</b>	<b>363</b>	<b>435</b>	<b>435</b>	<b>435</b>	<b>4340</b>	<b>440</b>

**KIAGA Annual Registration Fee:** \$30.00 per year.

### **Uniform Expense:**

Competition Leo \$260.00

GK Warm-up Jacket/Pants - \$130.00

**Annual Team Fee:** \$250.00 for all team members, this will be due on June 1<sup>st</sup>.

**Athlete USAG Membership:** – This is required to compete in USAG sanctioned events. It is the parent's responsibility to register/renew your gymnast for the Athlete membership. KIAGA will send you an email with instructions to register/renew for your child's, USA Gymnastics Athlete membership.

**Competition Fees:** will be between \$90.00 - \$175.00 per competition

**Competition Fees are Non- Refundable once the meet form is sent to the team coach.**

## **EMERGENCY PROCEDURES**

In the unlikely event of a medical emergency involving your child, the following general procedure will be followed:

1. Emergency first aid will be administered, including requesting emergency medical technicians and an ambulance if needed.
2. Parent will be contacted using the emergency contact information sheet located in the appendix. Your instructions will then be followed.
3. In the event we are unable to contact a parent, we will attempt to contact the medical staff and hospital you indicated as a preference in your emergency contact information sheet located in the appendix.

## **INCLEMENT WEATHER PROCEDURES**

KIAGA will make every effort to remain open during inclement weather conditions. All team members should go to Kids in Action website at [KIAGA.com](http://KIAGA.com) or call KIAGA to check for special announcements on the voicemail if you are unsure whether practice will be held due to inclement weather. We will try to use email to notify you of any changes as well.

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## **TEAM QUESTIONS, WITHDRAWAL, FINANCIAL/BILLING – SUBMITTING AN OS TICKET**

*(how to get answers to your team questions)*

**TO BETTER SERVE YOU, PLEASE DO NOT GO TO KIAGA'S FRONT DESK TO ASK TEAM QUESTIONS OR RETRIEVE TEAM FORMS**

In order to efficiently support you, we are streamlining the process and eliminating the front desk at KIAGA for any team questions. Your team coach, your level team parent and team's parent liaison should be the people that you contact for most questions. However, if you have any financial, billing or any other questions that cannot be answered by these people, then you need to follow our new process. Please fill out a **“support ticket”** and within 24-48 hours you will have an answer to your question. We will make every effort to answer all team questions as quickly as possible.

***All questions will go through an OS support ticket process***

When you have a team question, here is how to access a support ticket –

- Click on the link or type in the address bar [support.KIAGAtteams.com](http://support.KIAGAtteams.com)
- Click on **Open a New Ticket**
- Fill out the form
- Click on Create Ticket

**You must fill out the form in order to get your team question answered.**

### **Directions for the “Support Ticket”**

- Go to the “Welcome to the support center” – **Select button - open new ticket**
- **Select from the drop-down box which team your child is enrolled in** Girls USAG, Girls GIJO, Boys GIJO or Tramp and Tumbling.
- **Type in your information:**
  - email address
  - parent first and last name
  - phone number
- **Type in your question**
- **Select** create ticket

Please note: If you call or go to the front desk and want to ask a team question the office staff has been told to direct all team questions to the support email link. If you email the [kidsinaction@sbc.global.net](mailto:kidsinaction@sbc.global.net) (Kids in Action) email address and not the [support.KIAGAtteams.com](http://support.KIAGAtteams.com) address, your email will be returned with instructions to open up a support ticket.

## **TEAM FORMS**

The following forms are on the KIAGA website at [www.KIAGA.com](http://www.KIAGA.com)

Go to the team tab, select team forms button and type in the password: **usag100**.

### **General Information**

- 1) Competitive Leo form – Fill out the form online
- 2) Warm-ups - Fill out the form and submit online.
- 3) Team Agreement Form (Annual) - Fill out the form online
- 4) Make-up practice form – Print up a copy, fill it out and give to your coach

### **Team information for the Current Season -**

The following documents are on the KIAGA website at [www.KIAGA.com](http://www.KIAGA.com)

Go to the team tab, select team forms button and type in the password **usag100**.

- 1) Team Meet Schedule/Form for the year – will be emailed to each team parent.
- 2) Team Manual



**KIAGA**  
**USAG**  
**GYMNASTICS TEAM AGREEMENT**

*(Fill out the USAG Team Agreement online at [KIAGA.com](http://KIAGA.com) under the team tab)*

*Both the parent or guardian and the gymnast should read the  
KIAGA Gymnastics Team Manual before signing this form.  
Please return to KIAGA office.*

We have thoroughly read and understand the KIAGA Gymnastics Team Manual. I/We have gone over the manual with my/our child, and we support the philosophy of the KIAGA Team. If we have any questions or concerns regarding the KIAGA Team, we will address Gary Griffin or Team Head Coach. We hereby agree to follow all of the rules, procedures, and policies presented here in the Team Manual.

I understand that I am providing permission to KIAGA employees to initiate and obtain professional medical assistance for my child in the event of an injury or emergency during a workout, practice, competition, meet or exhibition while I am being contacted if I am not present at the time of said injury or emergency.

I \_\_\_\_\_ have read and understand the content in this KIAGA Girls USAG Team Manual.

I \_\_\_\_\_ accept all financial responsibility and obligation outline in the USAG manual.

I have explained the necessary topics to my gymnast, \_\_\_\_\_, who is a level \_\_\_\_\_ and she also, understand the rules and policies set by KIAGA.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_



**KIAGA**  
**USAG**  
**Emergency Information**

*(Fill out the Emergency Information online at [KIAGA.com](http://KIAGA.com) under the team tab)*

Gymnast's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Number: \_\_\_\_\_

Mom Cell: \_\_\_\_\_

Dad Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred Hospital: \_\_\_\_\_

Address of Hospital: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_

Doctor's Phone Number: \_\_\_\_\_

Dentist's Name and Phone: \_\_\_\_\_

Allergies: \_\_\_\_\_

Medication being taken: \_\_\_\_\_

Special instructions: \_\_\_\_\_

Additional Comments: \_\_\_\_\_



# ***KIAGA***

## **SCHEDULE OF DAYS CLOSED**

**Labor Day**

**Thanksgiving Thursday and Friday**

**Christmas Eve**

**Christmas Day**

**New Year's Day**

**Spring Break (follows CUSD 220 Schedule)**

**Mother's Day**

**Memorial Day**

**Father's Day**

**The week of July 4 (unless your coach states otherwise).**



**USAG**

***GIRL'S TEAM  
COMPETITION LEOTARD  
INFORMATION SHEET***

*Description and prices this is not an order form.*

**TO ORDER A LEOTARD**

**Go Online to KIAGA website to fill out and submit the Girls Team Leotard form (follow instructions below):**

Go to [www.kiaga.com](http://www.kiaga.com)

Select team tab

Click on USAG

Click on USAG Forms

Put in password - usaggirls100

Place your order

<b><i>ITEM</i></b>	<b><i>Size (circle size)</i></b>	<b><i>Cost</i></b>
Ozone ¾ Sleeve Competition Leotard (Child Sizes)	YXS-YS-YM-YL	\$270.00
Ozone ¾ Sleeve Competition Leotard (Adult Sizes)	AXS-AS-AM-AL-AXL-A2XL-A3XL	\$270.00



Ozone 3/4 Sleeve Competition Leotard

**(Fill out and submit online the Girls Team Leotard at [kiaga.com](http://kiaga.com) under the team tab)**



# SIZING AND MEASURING

**FOLLOW THESE SIMPLE STEPS TO A PERFECTLY SIZED LEOTARD.**

**PLEASE NOTE**

The torso measurement is the most important measurement, followed by the chest and hip measurements. The least important is the waist.

**STEP 1**

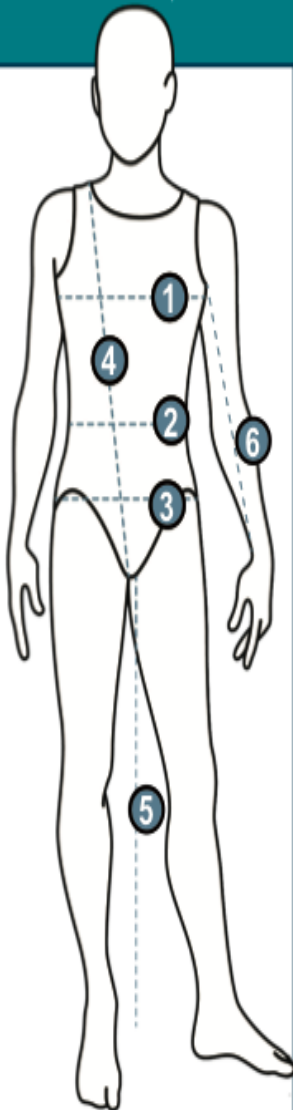
Take all of your measurements as outlined in the "Guide to Measure" section below.

**STEP 2**

Select the row of measurements that best represents your size. If all of your measurements do not fall within the same row, use the row that represents your largest measurements.

**GUIDE TO MEASURE**

- 1. CHEST MEASUREMENT
- 2. WAIST MEASUREMENT
- 3. HIP MEASUREMENT
- 4. TORSO MEASUREMENT
- 5. INSEAM MEASUREMENT
- 6. SLEEVE MEASUREMENT



**GIRL'S/WOMEN'S SIZE CHART (IN INCHES)**

CHEST	WAIST	HIP	TORSO	INSEAM	SLEEVE	SIZE
20-22	17-19	20-22	40-42.5	17-18	16	YXS
22-24	19-21	22-24	42.5-45	18-19	17	YS
24-26	21-23	24-26	45-47.5	20-21	18	YM
26-28	23-25	26-28	47.5-50.5	22-23	19	YL
28-30	23-25	29-31	50.5-52.5	25-26	20.5	AXS
30-32	25-27	31-33	52.5-54.5	26-27	21	AS
32-34	27-29	33-35	54.5-57.5	27-27.5	21.5	AM
34-36	29-31	35-37	57-59.5	27.5-28	22	AL
36-38	31-33	37-39	59.5-62	28-28.5	22.5	AXL
38-40	33-35	39-41	62-64.5	28.5-29	23	A2XL
40-42	35-37	41-43	64.5-67	29	23.5	A3XL



# GIRL'S TEAM USAG WARM-UPS INFORMATION SHEET

*Description and prices this is not an order form.*

## **TO ORDER WARM-UPS**

**Go Online to KIAGA website to fill out and submit the Girls Team Warm-up form (follow instructions below):**

Go to [www.kiaga.com](http://www.kiaga.com)

Select team tab

Click on USAG

Click on USAG Forms

Put in password - usaggirls100

Place your order

ITEM	Size	Cost
Warm-up Jacket (custom) (F5545) (Child Sizes)	CXS-CS-CM-CL	<b>\$130.00</b> Price includes both jacket and pants.
Warm-up Jacket (custom) (F5545) (Adult Sizes)	AS-AM-AL-AXL-A2XL	<b>\$130.00</b> Price includes both jacket and pants.
Warm-up Pants (E2259) (Child Sizes)	CXS -CS-CM-CL	See above
Warm-up Jacket Pants (E2259) (Adult Sizes)	AXS-AS-AM-AL-AXL	See above

