



**GIRLS XCEL PROGRAM TEAM  
HANDBOOK**

**Bronze - Sapphire**

**2022 – 2023  
Competitive Season**

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## **INTRODUCTION**

Welcome to Active Athletics' competitive girls Xcel Program (Xcel) team program. Our Handbook is designed to help answer questions about your child's participation in Active Athletics' competitive girls Xcel program. Hopefully, it will answer most of your questions and explain our general expectations. If you have a specific question not answered here, please speak with your gymnasts coach, or stop by the front desk and they will be happy to either answer the question or put you in touch with the correct person who can.

## **PHILOSOPHY**

Helping students achieve their personal best. We believe that sports are for everybody and there are valuable life lessons to be learned through participation in our activities. Our goal is to help every participant find success in their accomplishments, no matter how big or how small.

To do this as coaches, our goal is to have the athletes excel as role models throughout their athletic careers and in life afterwards. The self-discipline, personal work habits, self-confidence, and peer relationship skills acquired through our program will become some of your child's greatest attributes throughout their lives. Our expectations for Active Athletics athletes, both in and out of the gym, include being respectful, courteous, honest and hard working. As certified professional coaches, we believe that gymnastics is a sport different from all others so we approach it in a way to ensure success for every athlete. Having a positive experience while reaching their highest individual and team potential is what is most important. This success will foster the self-esteem and confidence needed in all aspects of life.

Our competitive girls Xcel team program has two objectives. The first objective is to provide each selected team member with the opportunity to compete on the competitive team. Everyone is considered to be valuable and helps contribute to the overall team program. Our second objective is to be able to further develop those individuals who have demonstrated more advanced abilities towards long term careers in gymnastics.

At Active Athletics, we will always make sure your child is in the program best suited for them based on their, needs, ability and commitment level. Our program is uniquely designed to meet the needs of every aspect of competitiveness, whether it is Recreational, High School, USAG Xcel, USAG DP, or Elite. Active Athletics feels our in-depth knowledge can offer any individual the proper development, provided they have the desire, commitment, and ability to realistically achieve goals set by themselves and our coaching staff.

## **IMPORTANT TERMS DEFINED**

- Booster Club:** The parent's group at Active that assists gymnasts in fundraisers and other activities to help offset the expenses competitive team members incur.
- Due Date:** The exact date something must be returned to Active Athletics. Failure to do so may exclude your child from an activity.
- Meet Fee:** The actual amount of money charged by a host gym in order for your gymnast to participate in their event. These entry fees are non-refundable\*
- Non-Refundable:** Money that Active Athletics has already spent on your behalf and cannot be returned.
- Season:** The designated time period in a competitive calendar year.
- Uniform:** Required clothing, and or accessories necessary for competition.
- USAG Fee:** The amount of money charged yearly by USA Gymnastics to be a member athlete.
- Team Fee:** Amount of money, charged each competitive season per competitive team member. This fee goes into a general account which helps pay for coaches' expenses to attend competitions with your gymnast, continual education, membership association fees, travel, equipment maintenance, new equipment and other items, which benefits all of the competitive athletes. *The team fee is calculated through state championships only!* A

separate fee will be charged for bonus meets and or Regional Championships to those who attend these competitions.

## **PARENTAL ROLE**

Parents play a huge role in the development of a successful athlete. Your role is every bit as important as that of the coaches and the gym. It is also every bit as difficult, which is why we welcome and encourage your presence at all parent meetings, team functions and competitions. Active Athletics has found from many years of experience in this sport that athletes learn more and are more productive when parents are not present at every practice. This also limits the urge to parent coach. The coaching staff of Active Athletics has countless years of experience in this sport; we are safety certified and professional members with ongoing continual education. As a parent you must trust our judgment and approach as we have your child's best interest in mind as we prepare daily, weekly and even seasonal lesson plans. When you as a parent step in and coach your child this sends mixed messages and can be extremely dangerous and also detrimental to your child's progress. Active Athletics has an open-door policy, and values your input and support because we want your child to reach their highest potential. Please feel free to express your concerns in an appropriate manner. To help your athlete reach that potential here are a few things you can do.

It is your job to help ensure that your athlete gets enough sleep, proper nutrition, gets to and from the gym on time, and has the proper gymnastics attire and equipment. It is extremely important for you to provide your unconditional love, encouragement, and support. Your praise and love should not be based on performance, scores, placement and comparison to others, but rather on their improvement and individual successes along the way. It is through performing these tasks that you show respect for your athlete and their effort. Any more or less does a disservice to your child and will limit their opportunity for success.

Communication is the key to any successful business. Complaining to other parents or patrons of Active Athletics will not solve a problem, please be respectful enough to understand that the staff of Active Athletics has your child's best interest in mind. If there is a concern, or issue that you feel needs to be addressed please do so in an appropriate manner, by arranging a time to visit with your child's coach. Coaches' time outside the gym is their personal time and they are under no obligation to perform Active Athletics related work, meaning if you send an email, txt, or call a cell phone; coaches may not respond back until their scheduled working hours. Please call or email the gym and leave a message for the coach you are trying to reach; this is the only way Active Athletics can and will guarantee that your child's coach will call you back promptly.

If after speaking with your child's coach, you feel that your concern has not been fully addressed or requires more attention please feel free to bring them to Trevor C. Trevor C can be reached best via email at [activeathletics@comcast.net](mailto:activeathletics@comcast.net) please put in the subject line: attention Trevor C

## **PRACTICES**

Proper attire for all gymnasts includes removal of all jewelry before workout. Gymnasts should wear an appropriate leotard to practice. On colder days sweat pants may be worn during warm-ups and stretching. You should make sure that your gymnasts take an appropriate number of showers and wears deodorant, as they are in a physical training environment and proper hygiene is important to all. Do not leave your gym bag or any of its contents in the gym. Your personal belongings are your responsibility, not the gyms. It is your gymnast's responsibility to make sure they are prepared for practice and have purchased their own athletic tape, Active will not continually give out tape. Tape can be purchased from the front desk. If your child brings a water bottle it is their responsibility to either throw it away or take it home with them daily. All water bottles that are found in the gym are either thrown away or donated to charity. If you have to miss a practice, please take a moment to send an email or text their coach, or the front desk so they know your child will not be at practice. Active does take and monitor attendance for our team programs. It is required that your child has a parent or guardian included in any text thread that they personally send to Active coaches; this is the policy of SafeSport.

## **FEE POLICIES**

As your child moves up in the competitive aspect of gymnastics so does the financial responsibility. Be aware in order for your child to participate in any competition all fees must be paid in advance; this includes your monthly tuition installment, team fees, meet fees, uniforms etc. Failures on the parent's part to meet DUE DATES can adversely affect your child. ***It is required that all team members have a credit card on file with the gym for their monthly tuition installment, and for all related team expenses, including but not limited to team fees, competition entry fees, uniforms.*** By having your gymnasts participate in the competitive team

program you agree to the terms and authorize Active Athletics to charge the card on file for said fees and expenses. Tuition is processed on the first day of each new month; Active's team tuition is based on a 48-week yearly calendar and broken up into equal monthly installments.

### **APPROPRIATE CONDUCT**

This section will serve as an awareness of unsuitable conduct for the athletes training at Active, it will leave the common-sense aspect up to each individual team member and their families. Active Athletics is not a drug, alcohol, or theft counselor nor will it become one. The reference in any manor concerning the use of Drugs, Alcohol or the paraphernalia associated with it is strictly prohibited! This includes any suggestive apparel that promotes or advertises drugs, alcohol, smoking, sex or inappropriate language. Bulling, shaming or harassment of teammates or other individuals will be met with swift consequences. Active Athletics will not condone any of these items during its practices, travel, competitions, social media sites, or other digital outlets. If you mess up, you will pay the penalty, which may be your participation at Active Athletics.

### **COMPETITION CONDUCT & POLICIES**

Competition should be properly balanced with training. As a result, we may not always compete with our entire team. We try to calculate the best development and level of competition for each gymnast in our program. Some skills may not be ready to compete, which are sometimes omitted from the routine. Some individuals may not compete on an event depending on their ability at the time of the competition. Our coaching staff considers all of these factors when determining who is ready and who needs more time. Safety is our first concern! If the athletes' ability to perform a required skill or mental state is deemed unsafe by the coaching staff then that athlete may not compete, a particular event or a specific competition. If your child is pulled from an event or a competition it is not a punishment. Active has your child's long term overall health and career in mind, and sometimes it is necessary to skip a competition or event. If this should happen, Active requests your help as a parent to help your child fully understand that it is not a personal judgement against them, but the coaching staff acting in their best interest.

Once an individual has demonstrated their ability and readiness to compete in practice then they will be allowed to compete at competitions. This means *mentally* as well as physically. Proper training prior to competition is just as important to daily and off-season practice, in the overall development of our athletes. The Active coaching staff will determine the readiness of your gymnast based on their abilities, attitude, mental state, attendance, desire and then will be placed in a level of competition that is appropriate to each individual athlete.

### **MEET PROCEDURES**

Parents will be given a tentative meet schedule, usually integrated on the season timeline handout. All meets are required unless otherwise specified. There will be approximately 5 - 7 meets per year plus state championships. Active will provide all families with a final meet schedule as soon as it is available typically mid-August beginning of September for Gold and up and around December for Bronze and Silver. Meets can be held on Thursday, Friday, Saturday or Sunday. Active Athletics has no control over the day or time we may compete. As a member of the Active Xcel team program, it is expected that gymnasts attend all competition unless there is extenuating circumstances. Meet entry fees usually range from \$80 to \$135 dollars per meet. We will enter your child in their assigned level for each meet. Once your child is enrolled in a competition the money is *non-refundable* even if you decide to not participate in that event. Active Athletics has to pay host clubs months in advance to reserve spots for competitions; once this is done Active cannot get the money back, so please plan your weekend activities accordingly.

### **INJURIES**

Injuries can and will happen it is just the nature of the sport. Active integrates injury prevention into all practices to help limit the chance for an injury. In the event your child is injured and unable to participate at a competition Active can try to get your meet entry fee refunded. In order to do this Active must have a signed doctor's note stating the injury and the inability for your child to participate. Active makes no guarantees that it will be able to get your money refunded; only that it will do its best and try. With the exception of concussions there are many activities that injured athletes can still do while they are recovering. If you child is injured, we still want them at practice to work on alternative assignments. Please speak to your child's coach about setting up alternative assignments for an injury.

## **ATTIRE FOR COMPETITION**

Active Athletics competitive attire is required at all competitions and scheduled events. Uniform purchases are done at the beginning of each competitive season. Their apparel is to be worn for competitive events only. It is not meant to be worn during practice, at school or on the playground. ***Competitive leotards require special washing*** so please read the washing directions completely, to avoid bleeding, fading, and unnecessary wear. All athletes should come dressed and ready for the competition including have their hair done and pulled back out of their face.

## **TRAVEL AND TRANSPORTATION**

Parents are responsible for all expenses involved with getting their gymnast's to and from competitions. Including but not limited to; airfare, hotels, meals, and transportation to and from the competition. Athletes are expected to travel and stay with their parents or other legal guardian. All athletes should always arrive 5-10 minutes **ONLY** prior to the gym open times provided. The time posted is when open stretch starts if you are late, then your child misses valuable warm-up time and more importantly can mentally upset them for the competition.

## **STATE MEETS**

State meets require each gymnast to obtain a certain score during the normal season in order for them to participate. At Active we hold a standard of expectation and score for our athletes in order for them to attend the State Championships. At Active we let everyone know at the beginning each season what its expectation is for all gymnasts to attend the State Championships. Active Athletics standard for our athletes can be higher than the state standard, but Active feels it is necessary to hold our athletes to a higher standard to help achieve personal success. It's no fun to go to a competition and not place on anything because you were not fully prepared for that level of competition.

## **REGIONAL CHAMPIONSHIPS**

If your child qualifies to a regional championship, then you will incur additional fees. Payment for a regional competition is due the Monday after the qualifying meet (State Meet). Decisions to attend must be made the day of qualification, it is expected as a competitive team member that you will attend any regional championship competition that you qualify to. Once entered into a regional competition there are no refunds and you are fully responsible for all associated fees. In addition to the meet entry fee all qualified participants will be billed a proportionate share of the coaches' expenses for attending the competition. ***Active only covers the physical travel cost to get coaches to and from the regional competition.*** All other costs including, hotel, food, and per session pay is the responsibility of the athletes attending. Active reserves the right to limit the number of coaches that it sends to regional and higher competitions based on the number of athletes attending.

## **MEET CONDUCT**

Athletes are required to stay with their assigned competitive group until the conclusion of the meet and the end of awards. Parents are not allowed on the competition floor. This is a strict USA Gymnastics Safety Rule and is enforced at all times. The coaching staff is developing a competitive attitude which is a constant thing that does not start and stop with every routine. It is continuously present during the entire competition and their maintenance and development should not be interfered with during the competition. If an emergency arises and your assistance is needed you will be asked to come on to the competition floor by the coach that is assigned.

Parents should remain in the stands and participate as spectators only. Each athlete is monitored throughout the meet for individual needs during the competition. Sometimes there are tears and sometimes there are smiles and this is an important time for the Coach / Athlete relationship. It is an important competitive learning / educational period. Communication with your child during the meet is a distraction from focusing on the tasks at hand, please do not text or call your child during the meet. If communication is absolutely necessary during this time, please contact the coach. USA Gymnastics has instituted a new rule banning cell phone use from the competition floor field of play; this means your gymnast's cell phone should never leave their gym bag once the competition begins until the conclusion of awards.

***It is inappropriate to make negative comments to the judges regarding their evaluation of a routine. Please leave those issues to the coaching staff. The judges are trying to do a fair and consistent job. They are not out to get anyone. Scores will vary from meet to meet as different officials evaluate your child's routines. Judges we encounter are very experienced and know the reputation of our program. Negative***

*comments will not improve your child's all-around standings, but will come back to hurt us as coaches and the gym as a whole. Judges do not forget who you are, and what program your gymnast is in. If comments are made, the coaching staff will hear about it, so please do not embarrass anyone in the process. We have been coaching a long time and have a good relationship with many of the Judges we see, if a judge is in error, we the coaching staff will bring it to their attention in the appropriate manner. Gymnastics is a very small community and comments made about other coaches, gymnasts, judges, or clubs will get back to Active, and inappropriate sportsmanship will not be tolerated, and can result in you being asked to leave the gym. Please think before you critique.*

All competitors need to remain on the competition floor until all team and individual awards are presented to their respective age group and level. During the awards presentation, all Active Athletics competitors need to remain in their Active Athletics attire until the completion of the awards ceremony. It is considered poor sportsmanship and rude to not be present to receive your awards, and dressed in your full uniform.

Siblings should sit in the stands and not play on unused equipment during competitions and/or awards presentation. Again, every time your gymnast competes, you and your family are a representation of Active Athletics, and we want to portray sportsmanship, and hospitable guests.

Proper nutrition is very important to the athlete. It is the fuel that gets them started and keeps them going! A meet can last for a couple of hours so please make sure the athlete has a healthy and nutritious meal before arriving. We have several suggestions for pre meet meals and snacks during competition. Please feel free to ask your child's coach for a list of these items. If you pack your gymnast a snack for competition it should be self-contained, **SMALL** and not make a mess. The point is to be a quick small snack that will not make a mess on the floor.

### **CONFERENCES**

There are times during the year that as a parent you will feel the need to discuss the progress, development, or just want a general "checkup" on your child. Coaches are generally available before and after workout for many quick discussions. If your concern or question is one in length, please schedule an agreeable time with your child's coach to have a meeting, so that enough time can be set aside to fully address any and all concerns. Do not interrupt a coach while they are on the floor to discuss issues. Unscheduled "on the spot" meetings are not considerate of your child's coaches nor will they get you the result you want.

### **ATTENDANCE & PRACTICES**

Regular attendance is important for the consistent development of your child's gymnastics. Frustration can be the result of sporadic attendance. Inconsistent attendance has a tendency to cause extended plateaus and may also cause regression in ability. The lack of participation on a daily basis disrupts the planned training program. This could cause timing to be thrown off which may result in an injury, the relearning of skills, and the rebuilding of strength and endurance. Poor attendance can also lead to your child requiring private lessons to catch up for the classes they have missed and or can lead to your child being required to repeat a year at the same level. Gymnastics is a sport that requires lots of repetition in order to learn new and master existing skills.

The importance of warming up cannot be over emphasized. Psychologically, warming-up is intended to raise the athlete's concentration level and ability to focus on training. Physically, warming-up prepares the body for the activity of gymnastics. A physically and mentally prepared gymnast is essential. The gymnast's physical and mental capacity should be raised to a state at which the gymnast will be experiencing during the course of the workout. In addition, warming-up is as much an injury preventative as it is a preparation for activity. It raises the core temperature of the various muscle groups allowing the stretch process to occur more efficiently.

Please be on time, warm-ups are that important. Everyone will have an excuse of why they are late, however that does not make you any earlier. Coming from another sport and saying that you are "already warmed up" is not the same as the prescribed team warm up that is done for Active Athletics competitive programs.

The week of a meet it is required that all team members be at practice, failure to attend practice can lead to your child be scratched from events and or the competition itself. Remember you have made a commitment to the team and it your responsibility to show up to all practices. Please schedule other activities accordantly.

## **MAKE-UPS**

Active does not offer make up times for missed practices. Missed practices due to family vacations cannot be reassigned. You may not come during another team's practice for a makeup. Active Athletics tuition is based on a 48-week calendar year then divided up into equal monthly installments. Active does not and will not prorate any portion of tuition for missed classes. Active has set break times throughout the year and suggests planning trips during those holiday breaks. Team camps tend to be offered during scheduled breaks, and it is recommended that your child takes advantage of those practices. Times and associated fees will be handed out to groups prior to closures if a team camp is available.

## **HELP OUTSIDE OF ACTIVE ATHLETICS**

OUTSIDE COACHING - Coaching other than what the Active Athletics staff provides will not be permitted with the exception of training camps sanctioned by USA Gymnastics. There are other club programs that will offer, open gym time, private lessons, and invitations to participate with their teams. We feel this is a conflict of interest, personal training plans, and developmental goals. We will not permit these activities to occur with our competitive team program. If you feel that your child needs more attention or there is an issue then please see your gymnasts coach and schedule a meeting. Coaches do offer private lessons and this could be a solution to your gymnasts wanting additional help and or time.

## **SUMMER GYMNASTICS CAMPS**

In general gymnastics camps provide a fun, recreational environment. They do not necessarily provide gymnasts with individualized competitive objectives. Gymnast will be allowed to experience skills in a non-progression fashion, which sometimes misleads a gymnast to believe they are ready for more difficult skills, than they are actually ready to perform. Keep this in mind when whether or not to send your child to a gymnastics camp.

## **Time Lines**

Active Athletics realizes that in today's world, scheduling can get a little crazy. Active tries to make life easier by giving you information as soon as it becomes available to the gym. So, it is vital that we have up to date email contact info for you on file, so if your email changes please update it with the front desk. Starting around July, Active tries to produce a tentative timeline for the upcoming compulsory season. Then in August Active tries to produce a tentative timeline for the upcoming optional season. This timeline lays out uniform ordering, estimated fees, and dues dates. Typically, the Colorado state meeting is not held until the end of June of each year it is after this point when Active can officially work on setting a final calendar for competitions which the team will attend.

## **Leaving the Team Program**

Active understands that a time will come when all gymnasts move on from the gym, whether it's a move to college, other sports, or seek a new training environment; this section applies to any team member leaving the program. When a gymnast leaves the gym, they must fill out the red withdraw form and return it to the front desk. Telling your coach, you are quitting is fine but this form must be returned to the desk to ensure you are not charged for future fees. Any unused booster club money, or future payout funds that might have accrued will be forfeited and transferred automatically to the gym scholarship account. If a gymnast turned in any used leotards or competitive attire to try and sell, they must request those items back at the time of their departure. Any clothing left in the gym possession once a gymnast's leaves the gym is considered abandoned and the gym will dispose of it as they see fit.

## **Booster Club**

Gymnastics is expensive and Active Athletics has a booster club to help offset the costs. **ALL** competitive team members are **REQUIRED** to participate when Active hosts a competition. Participation is done through sign up genius and will be emailed to all team members approximately 2-3 weeks prior to any competition being hosted. Active **requires** all team members to help a minimum of **1 sign up spot in 3** different competitions per gymnast per competitive season, as a condition of being part of the Active competitive program. Competitive season is defined as August to June of each year. **Any families that do not complete this requirement will be assessed a hefty fee to offset the cost to have paid assistance at events. This fee will be assessed after the last competition that Active hosts each season.**

When Active hosts competitions it is a win, win for everyone. It is in your benefit to help in addition to receiving a flat rate for each spot you sign up for, a portion of the funds raised through concessions and the

booster club vendor booths is given back to the families who worked that competition as well. Families can generate enough credit to help offset all competition expenses by working these events. Siblings and friends who meet the minimum age requirement are welcome to help too.

All other fundraisers the booster club does are completely optional. The booster club distributes fundraiser funds twice a year, and hosted meet payouts within a week of the conclusion of the competition. These funds will be put against any monies owed to the gym on your gym account. If you have a zero balance then those funds will be applied against the next charge to your account.

Active Athletics reserves the right to amend this team handbook as it deems necessary, and at its sole discretion at any point in time with or without notice to team members.

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**Return this section to Active Athletics**

We the parents of (gymnast first and last name)\_\_\_\_\_ have read the Active Athletics Girls Xcel Team Handbook. We understand our roles, gym obligations, financial responsibilities and expectations as the parents of a competitive gymnast. We further understand that communication is the best way to ensure that our child finds success and we will properly communicate with the coaching staff if any questions may arise. The information in this handbook has been discussed in detail with the above athlete and she has full understanding of commitment and expectations of her involvement on the competitive team at Active Athletics.

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

\_\_\_\_\_  
Gymnast Signature

\_\_\_\_\_  
Date

Our Family email address for important team announcements is:

\_\_\_\_\_

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Office Use Only Gymnast Level _____
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