



Kanata
GymnoSphere™
C O R P O R A T I O N

COMPETITIVE MEMBER HANDBOOK

(2026/2027 Season)

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A) WAG Program

i) Club Overview

Welcome to Kanata GymnoSphere and our WAG Competitive Team! We look forward to working with your child as she pursues the dream of becoming a competitive gymnast.

Kanata GymnoSphere opened as a Gymnastics Ontario Member Club in June, 2015. We are also recognized as a High-Performance Club by Gymnastics Canada due to our developed Elite programming and status. Not every club receives this status so we are certainly proud of what we have grown and developed over the years!

Our facility is approximately 16,000 square feet which has two gyms in one (Recreational & Competitive). We take pride in our fully equipped facility and have completed extensive renovations over the years in order to support both our Competitive and Recreational Programming.

In recent seasons we have upgraded our pits, upgraded our Uneven Bar area, purchased a new Floor Exercise, upgraded our Balance Beam area and changed the overall layout of the facility in order to provide top notch training and support a developing program. This past season, we upgraded our front entrance and viewing area. Further in this Handbook, you will learn more on our commitment in supporting a WAG Program for all!

Gymnastics is a challenging sport, but it is a very exciting and satisfying one. Your child will acquire and develop many characteristics including confidence, mental and physical discipline, an appreciation for hard work and self-respect. In addition, gymnastics is one of the best sports to develop physical attributes including strength, flexibility, agility, power, coordination, grace and overall body and muscular control.

A competitive program is not for everybody. While some athletes thrive in a competitive environment, others may not. Some athletes are ready at their present level of maturity; others will need more time. With that being said, our Program will guide your child through the process through positive education.

Club Objective

The main objective of Kanata GymnoSphere is to create the right environment for all gymnasts to train and participate at a level that is realistic for their personal success. Athletes will develop their self-confidence and the enjoyment of gymnastics. Our program is well rounded; meaning we have levels ranging from beginner competitive all the way up to High Performance gymnastics.

The competitive program will allow gymnasts to fully develop their physical abilities

and their proficiency in gymnastics. In addition, gymnasts learn the value of hard work, how to organize their time, the importance of setting goals, how to deal with frustration, success and failure. These are life skills that will help them in school, careers and relationships as they grow. The physical skills such as strength, flexibility and agility learned in gymnastics will carry over to any sport these gymnasts may later choose to pursue.

As such the two main Club Objectives are:

1. To achieve excellence in sport regardless of the training level
2. To build life skills for each athlete

Club Values

Kanata Gymnosphere holds the following core values:

- **Holding a high standard of care, safety and security to each athlete**
- **Respect and professionalism on all levels**
- **Committing to coaching excellence and program quality**
- **Valuing and inclusive perspective on all gymnasts**
- **Positive training environment while balancing work ethic, commitment and excellence in sport**

Athlete Well-Being & Safe Sport Philosophy

At Kanata GymnoSphere, the physical, emotional, and overall well-being of every athlete is at the centre of our program. We recognize that competitive gymnastics requires commitment, discipline, resilience, and hard work; however, these expectations should always exist alongside a safe, respectful, and supportive training environment.

We are committed to providing an environment where athletes feel valued as individuals, encouraged to communicate, and supported throughout both their successes and challenges. Every athlete develops differently, and we recognize that progress is not always linear. Our coaching team strives to meet athletes where they are in their development while helping them work toward realistic and meaningful goals.

The safety and long-term development of our athletes will always be prioritized when making decisions regarding training, skill progression, competition participation, group placement, and training hours. While we encourage athletes to challenge themselves and develop resilience, no athlete should feel pressured to train or compete in a manner that compromises their safety or well-being.

Our program is committed to upholding Safe Sport principles and maintaining a culture of respect, inclusion, professionalism, and accountability. Athletes, families, and coaches all play an important role in creating a positive environment where concerns can be communicated appropriately and every athlete can enjoy the opportunity to learn, grow, and develop through gymnastics.

What Families Can Expect From Us

At Kanata GymnoSphere, we value the trust that families place in our coaching team and program. In return, we are committed to providing athletes and families with a professional, supportive, and well-organized competitive experience.

Families can expect:

- **A safe and respectful training environment** where athlete well-being and development are prioritized.
- **Qualified and dedicated coaching**, with coaches working to provide appropriate instruction, feedback, and support based on each athlete's individual needs and stage of development.
- **Thoughtful and professional decision-making** regarding athlete placement, training hours, skill progression, and competition participation, with decisions made in consideration of the athlete's best interests.
- **Honest and respectful communication** regarding an athlete's development, progress, goals, and areas for improvement.
- **A commitment to individual development**, recognizing that every athlete progresses at a different pace and there is no single pathway to success in gymnastics.
- **A positive and inclusive team environment** where athletes are encouraged to work hard, support one another, and develop confidence both inside and outside of the gym.
- **Continued evaluation and growth** within our program as we strive to provide the best possible experience and opportunities for our athletes.

We recognize that competitive gymnastics is a partnership between athletes, families, and coaches. By maintaining open communication, mutual respect, and shared expectations, we can work together to support each athlete's experience and long-term development within the sport.

A) WAG Program

1. Program Structure

Kanata GymnoSphere's WAG Program is well rounded, inclusive, and designed to meet the needs of all gymnasts. This means that we offer a wide range of excellent quality gymnastics development for all athletes with a passion to pursue competitive gymnastics. Our Competitive Program consists of Invitational, Developmental, Provincial Compulsory, Provincial Optional and High Performance.

All athletes undergo an assessment in advance prior to joining a Competitive Group. Existing and current athletes are also evaluated from season to season. The assessment is based on:

- Physical Abilities (strength, endurance, flexibility, core strength, agility, coordination etc.)
- Learning Attributes (listening skills, focus, determination, desire, problem solving, mental/emotional resilience, independence, following tasks, following direction, etc.))
- Forecasted competitive level for the current & following gymnastics season

Athletes are placed in appropriate Program Groups based on:

- Gymnastics Ontario Competitive Age (age turning on/before December 31)
- Physical abilities indicated in assessment
- Learning attributes indicated in assessment
- Level of commitment/dedication
- Level of support from Parent/Guardian

As indicated above, all athletes are assessed uniquely, and each athlete is considered in a variety of circumstances. For instance, an 8-year-old could either be placed in a developmental group where more commitment is required, or placed in an Invitational where the competitive path is designed differently. No two situations are the same and the athlete's best interest is the priority.

Gymnastics Ontario oversees the Junior Olympic (JO) System which consists of JO Levels 1-10. Gymnastics Canada (GCG) is responsible for overseeing High Performance (Aspire, Novice, Junior and Senior). There is certainly some overlap between GO and GCG on what roles/responsibilities they each have for particular levels and it often changes from season to season.

Junior Olympic (JO) & High Performance Pathway Overview

1. Compulsory Levels 1-5 (age 7+)
2. Invitational JO Levels 1-2 (age 7+)
3. Compulsory Provincial Levels 3-5 (competitive age 9+ to compete provincially)
4. Optional Provincial Levels 6-10 (competitive age 9+ to compete provincially)
5. Gymnastics Canada (GCG) High Performance Pathway
 - Aspire ? ages 9-11
 - Youth 1 ? ages 10-14
 - Youth 2 ? ages 11-14
 - Youth 3 ? ages 11-14
 - Open ? ages 14+
 - Junior ? ages 14-15
 - Senior ? ages 16+

Please note: Age eligibility and pathway requirements may be updated by the governing organizations from season to season. Athlete placement is also based on coaching assessment, readiness, and individual development.

Commitment:

Commitment to a Competitive Program is by acceptance only and it is a privilege to be selected to be a member of the Kanata GymnoSphere Competitive team.

Our competitive programs require a varied design of commitment both in training hours and financially. The competitive programs are all-year-round commitments and require Summer training and Winter/March Break as well.

Unlike our recreational programs where gymnasts may sign up at any time, space and ability concerns limit the number of athletes we can accept on the teams each year. A lack of commitment from the athlete can result in a lack of progress, lack of self-confidence. A lack of commitment will result in the inability to progressively move through our various competitive streams. At the same time, there are various divisions in the competitive program that require more commitment and training hours than others and it is important to consider this.

Punctuality and Attendance:

Gymnasts are expected to attend as many practices on time and as scheduled. Athletes should aim to miss no more than 5 practices per season.

Why is it important to be on time for training?

- It gives the coach & all athletes an opportunity to greet one another and set goals/expectations for the training
- It is crucial for proper development as well as personal growth
- It teaches responsibility and discipline as an important life skill
- Coaches' have a set & strategic plan which is scheduled by the minute to maximize efficiency and progress
- Athletes that arrive late will miss specific coaching instruction

All athletes that must leave the training early are required to have parental permission and need to inform the coach at the beginning of training. Attendance is recorded for every competitive group.

Drop off/ Pick up Procedures:

Competitive athletes should arrive for training time 15 minutes in advance. For pick up- parents must enter the facility into the lobby a minimum of 5 minutes in advance. Your child will not be dismissed to leave the facility unless you are present.

Absence Communication:

All athletes expecting to miss a training session must send a message to their child's coach in advance (even if it is a last-minute notification).

Athletes missing 2 practices without informing the Coach are at risk of dismissal from the competitive program without a guarantee of a spot in current competitive year. It is important for coaches to be as prepared as possible in advance for all trainings. Please see more information regarding our dismissal/withdrawal policies.

Parent Viewing:

Due to the COVID pandemic, we changed the equipment and viewing area set up in our facility. We now have an enclosed and safe parent viewing/waiting area located in the front of our lobby. You are welcome to enter the enclosed viewing area at any time. With that being said, please read the following information below in order to best support your child.

While we want to make sure you are included in your child's progress, it is important to understand the impact on over watching or becoming overly involved in the day to day trainings.

There are studies that show that when parents watch a child's practice, that they tend not to progress as fast. They do not progress for three reasons:

- 1. Divided Attention**
- 2. Performing instead of Practicing**
- 3. Difficult to See Progress**

1. Divided Attention

First of all, gymnasts tend not to progress as fast because their attention is divided between their parents and coach. Even if parents are looking the other way or trying not to distract their child, the child knows that Mom or Dad is near, and it affects them in this manner regardless. When parents are present, because of the higher level of familiarity and closer relationship of the child with their parent as opposed to the coach, children tend to look to the parents constantly during a class period for directions, approval, advice and support. This divided attention keeps both the gymnast from learning as much from the coach. Gymnastics is a technical sport with extreme focus on safety. Divided attention is a safety concern for the athlete.

2. Performing, Not Practicing

Children will tend to try to perform for their parents when their parents are present (whether parents are looking and paying attention to them or not). Practice, by definition needs to be a time when gymnasts can try new things and have the possibility to try and fail without pressure. In this situation, gymnasts will tend not to learn as quickly with parents in attendance as when they are not.

3. Difficult to See Progress

When parents watch their children, it is more difficult for them to see progress. When parents watch at spaced intervals, they can much more easily see progress. One time watching every 3 or 4 weeks gives parents a much better chance to be able to see and notice their child's progress.

Benefits for your child with limited viewing time implemented:

- Children in our program will learn to become more independent
- Children will learn how to trust their coach and communicate more efficiently
- Children will learn how to solve problems without the direct supervision of their parents
- Children will gain more confidence
- Children will learn how to trust their coach which is necessary for building a strong foundation together

It is important that trust is in place between parent, athlete, coaches and the Club as a whole. We have internal cameras placed throughout our gym that remain operational 24/7 for everyone's safety. The Competitive Director and Owner have access to these cameras at any time and can review video footage if and when necessary.

Parent Viewing Tips:

- Do not distract your child/other athletes at any time (this includes knocking on the glass or waving them over to get your attention) Every athlete's safety is our top priority and distractions can be dangerous
- Our viewing area is not sound proof. The competitive beam area is located right beside the viewing area. Athletes need to be able to focus and concentrate so your attention to this is appreciated
- You are not permitted to take photos or videos at any time while viewing. Please respect the privacy of all of our athletes and coaches
- Positive and respectful parent discussions only. Let's keep our environment positive, friendly and fun for the best interest of the athletes
- We encourage viewing training for no longer than 30 minutes per training session.

Gymnastics Attire:

Competitive athletes are required to wear a leotard during practice and may wear shorts or fitted leggings. Please ensure that athletes gym suits fit appropriately and are neither too big nor too small. Gym suits that are too large are a spotting risk for coaches. T-shirts or long-sleeved shirts are not permitted due to safety.

Hair Policy:

Hair has to be up and hair must be away from the face with hair clips. This includes medium to long ponytails that must be properly tied up. Hair that is not properly fastened back is a safety risk for gymnasts (ie) hair can interfere coach's ability to spot, stepped on by the hands when upside down or it can get caught/stuck in equipment or Velcro. This is also a great way of practicing proper hygiene.

Life Outside of Gym:

Gymnasts are expected to have enough sleep, proper nutrition and hygiene. Athletes are expected to maintain proper cleanliness. This means frequent hand washing and keeping the hands/fingers out of the mouth in order to prevent germs from spreading to teammates and coaches. During summer months, athletes' feet should be washed before training starts. Any warts should be properly covered with white gymnastics tape before training starts.

Adequate Nutrition:

Gymnasts are expected to maintain healthy and well-balanced diets that can assist with energy, stamina & injury prevention. Foods that are processed and with high sugar content will not allow gymnasts strength and flexibility to properly develop. Parents are responsible for ensuring their children are receiving well-balanced and healthy food choices. There may be times during the competitive season when a Professional Nutritionist will conduct helpful seminars for parents and coaches. We also want to promote a "Fit for Life" Approach and teach children how to properly take care of themselves from within so that they are successful and confident in all areas of life.

Snack Breaks at Training:

All competitive groups are given a snack break/breaks throughout their training. Please ensure they have a nutritious snack packed to keep them fueled during their training.

Provincial Championships

Provincial Championships are an exciting opportunity for athletes to compete at the provincial level and represent their club on one of the biggest stages of the season.

Athletes Level 3 and above who are age 9+ will have the opportunity to qualify for Provincial Championships throughout the season. Athletes will compete in 2–3 qualifying competitions during the season. Gymnastics Ontario will then select each athlete's top two qualifying scores to determine who qualifies for Provincial Championships.

Important Change for the 2026–2027 Season

There is a big change to the Provincial Championship structure this year! Instead of all eligible levels competing at one Provincial Championship, Gymnastics Ontario will now be hosting three separate Provincial Championships based on level:

- Level 3 & Level 5 Championships
- Level 4 & Level 6 Championships
- Level 7+ Championships

This new structure will allow athletes to compete alongside athletes in similar levels and provide a more focused championship experience for each group.

Please note: Competing in a qualifier does not automatically guarantee a spot at Provincials. Athletes must meet Gymnastics Ontario's qualification requirements, with their top two qualifying scores being used to determine qualification.

Competitive Programs at Kanata GymnoSphere

Developmental Program

Our Developmental Program consists of tiered levels which is geared towards young and aspiring competitive gymnasts. It is important to note that competitive age is not the only deciding factor when placed in the respective group. Athletes progress at different rates and everything is taken into consideration!

Athletes that begin in our Developmental Program can either transition to Invitational, Elites, Provincial Compulsory, Provincial Optional or High Performance (Aspire, Novice, Junior, Senior). There is a wide range in order to best suit the need of each individual athlete. There is no right or wrong pathway and each gymnast is on their own pathway.

Developmental Program

Our developmental program includes 3 different levels and is the entry for younger athletes into our competitive program.

Developmental 1 (2021-2022)

This is the first entry level into our Developmental Program. Athletes train 2 hour x2 days a week (4 hours total).

It is specifically designed for athletes on the following:

- Athletes born in 2020-2022 that are interested in doing more gymnastics than recreational programming
- Athletes that have previous or no gymnastics experience but show signs of strong attributes in the assessment
- Athletes that would like to progress through our tiered Competitive system from year to year

- Athletes will have the opportunity to compete in 1 ODP meet during the competitive season (if 2021)

Developmental 2 (2019-2020)

This is the 2nd entry level in our Developmental Program. Athletes train 3 hours x2 days a week (6 hours total). It is designed for athletes on the following:

- Athletes that have transitioned from Developmental 1 that are ready for the next step
- Athletes born in 2019-2020 and are more experienced
- Athletes that have previous or no gymnastics experience but show signs of strong attributes in the assessment
- Athletes will potentially be given the opportunity to compete invitational as level 1s/2s based on readiness

Developmental 3 (2018-2020)

This is the 3rd entry level in our Developmental Program. Athletes train 3 hours x 3 days a week (9 hours total). It is designed for athletes on the following:

- Athletes have transitioned from Developmental 1 or Developmental 2
- Athletes that have no previous competitive experience may be placed here due to competitive age and physical ability/learning attributes done in assessment
- Athletes will potentially be given the opportunity to compete invitational as level 2s

Mini Elites / Junior Elites (Stream 1 2017-2020)

This is the stream 1 pathway out of the developmental program for athletes who show strong potential in their abilities. Athletes train 4 hours x 4 days a week (12 hours total). It is designed for the following:

- Athletes that are born in 2018-2020 that show stamina, commitment and progress with training hours
- Athletes that may transition into Elites program, Provincial or High Performance
- Athletes that have progressed through our tiered system from season to season

From both participation in Developmental 2 and/or Developmental 3 we are able to forecast the next potential competitive gymnastics path. Athletes may either be transitioned into Invitational streaming OR Elites streaming. We base this decision on the following criteria:

- What is the best direction for the athlete?
- Does the athlete show a strong desire to commit to more training hours required in Developmental 3?

- What JO Level do we forecast the athlete attaining for the next competitive season?
- What is the athlete's competitive age for the following season and where is their best placement?

Elites Program (Stream 1)

Athletes in this program are born in 2016-2019 and will hopefully pursue Optional Provincial (Levels 6-10) or HP gymnastics in subsequent seasons. These athletes can train from 16-20 hours per week depending on current development. Athletes that generally need more subsequent seasons developing in the Compulsory JO system often train in our Invitational Program instead of Pre Competitive. Each athlete is different! There is no right pathway.

Elite athletes may enter into the JO Compulsory system for development and competition experience; however, there should be strong indicators showing development through our tiered system from one season to another. We base our decision for entry into Elites streaming based on the following criteria:

- Is the athlete committed to the training schedule and showing excellent attendance/punctuality?
- Does the athlete love gymnastics and show a passion for learning various skills in the future
- What competitive level do we forecast the athlete training for the next 1-3 seasons?
- Does the athlete show commitment to eventually training more hours required for Optional Provincial or HP Gymnastics?

Aspire (Stream 1)

Athletes in the Aspire Program are typically young gymnasts who have demonstrated readiness for increased challenges, higher-level skill development, and a more intensive training environment. This program is designed as a direct pathway into either High Performance Aspire or an Elite Provincial Team, depending on individual development and progression.

Athletes in the Aspire team train 18 hours per week, allowing for accelerated physical preparation, technical refinement, and long-term athlete development. The program is intended for gymnasts who show strong potential to pursue Optional Provincial (Levels 6–10) or High Performance gymnastics in upcoming seasons.

Each athlete's pathway is unique—there is no single “right” route. Aspire provides a structured environment for athletes who are ready to take the next step while still allowing flexibility based on growth, readiness, and long-term goals.

Entry into the Aspire Program is based on the following criteria:

- Commitment to the training schedule, including excellent attendance and punctuality
- Demonstrated passion for gymnastics and enthusiasm for learning advanced skills
- Projected competitive pathway over the next 1–3 seasons
- Readiness and willingness to train increased hours required for Optional Provincial or High Performance gymnastics
- Strong work ethic, coachability, and resilience in a challenging training environment

Aspire athletes are carefully monitored through our tiered system to ensure appropriate progression and support, with the goal of placing each gymnast in the pathway best suited to their development and long-term success.

Elite Provincial Teams (Stream 1)

Our Stream 1 Elites Provincial Program is designed for athletes (age 9+) and compete in Levels 4-10. Athletes in these levels train approximately 20-25 hours per week. Athletes may transition from season to season up through the JO system or they may stay and repeat subsequent levels from one season to the next. Athletes in the Elite Provincial Team could still transition to HP in the later years. As the levels go up, a higher degree of technical gymnastics, commitment, training hours and physical ability preparation is required.

Optional/compulsory level athletes compete at 3 Provincial Qualifiers in order to compete at Provincial Championships. See more information in Section #5 under Competitions.

Invitational Program (Stream 2)

Our Invitational Program is offered through 3 different levels (Invitational 6 hour and invitational 8 hour). These programs are for athletes that may join with no competitive experience that show abilities or devos may be transitioned into one of these programs as per our stream 2 pathway. After this, the goal for these athletes is to eventually join our stream 2 compulsory/optional program.

Invitational 6 hour Program (Stream 2)

Our Invitational 6 hour Program is designed for athletes age 8-any age. These athletes will be working towards competing JO Level 1. This program is set for 6 training hours

per week (2 days, 3 hours). It is designed for athletes that have transitioned from Developmental and/or brand-new athletes to competitive gymnastics.

Invitational 8 hour Program (Stream 2)

Our Invitational 8 hour Program is designed for athletes age 8+. This program is set for 8 training hours per week (2 daysx4 hours) and is designed for athletes that have transitioned from Developmental, Invitational 1 or are brand new to gymnastics. These athletes will be working towards JO Level 2 for the competitive season.

Compulsory Provincial Program (Stream 2)

Our Compulsory Provincial Program is designed for athletes (age 9+) and compete in Levels 3 or 4 in the Junior Olympic system. Athletes entering Level 3/4 may train 12-18 hours per week. Athletes in the Compulsory program may transition each season up levels, or they may need multiple seasons in the same level. The JO Compulsory system is designed to help athletes achieve technical gymnastics, while the commitment is much less than Optional Provincial or HP gymnastics.

Athletes in the JO Compulsory Program compete at Provincial Qualifiers (either local in Ottawa area or elsewhere in Ontario) in order to qualify for Provincial Championships. In Ontario there are a large number of athletes in the Compulsory system and qualifying takes dedication, improvement and progress. We do 3 qualifying competitions a year.

HIGH PERFORMANCE

The High Performance Program is designed for athletes demonstrating exceptional potential and commitment to advanced training. HP consists of Aspire, Youth 1-3, Junior, and Senior levels, providing a progressive pathway toward high-level provincial and national competition. Athletes train in a demanding environment focused on technical excellence, physical preparation, and long-term athlete development.

2026–2027 HIGH PERFORMANCE PATHWAY CHANGES

Please note that the High Performance pathway has undergone significant changes for the 2026–2027 season. The pathway and group names used this season are not directly comparable to the pathway or levels used in previous seasons.

For this season, Aspire 1 and Aspire 2 have been combined into one program called Aspire, intended for athletes ages 9–11.

The new pathway also includes Youth Programming. Youth 1, Youth 2, and Youth 3, all of which are considered Novice years within the High Performance pathway:

- Aspire: Ages 9–11

- Youth 1: Ages 10–14
- Youth 2: Ages 11–14
- Youth 3: Ages 11–14

Please Do Not Compare This Year's Groups Directly to Last Year's Groups

If your athlete was in the Aspire program last year, please understand that the previous Aspire 1 and Aspire 2 levels have no direct correlation to this year's Aspire, Youth 1, Youth 2, or Youth 3 groups.

For example, last year's Aspire 2 is NOT equivalent to this year's Youth 2. The names may sound similar, but the pathway has been completely restructured.

To put the changes into perspective, many athletes who competed in the Novice category last season will be training in Youth 3 this season, while the previous Novice pathway is generally more comparable to Youth 2 this season.

A Challenging and Selective Pathway

The High Performance pathway is a very challenging and selective stream. Placement into Aspire, Youth, or any subsequent High Performance group is based on the coaching team's assessment of an athlete's current abilities, potential, training habits, attitude, work ethic, and readiness for the demands of the pathway.

Placement is always a coaching decision and is not guaranteed to remain the same throughout an athlete's career.

Being placed in Aspire or a Youth group does not mean that an athlete is automatically expected to progress through the pathway all the way to Senior High Performance. Athletes may move between groups or pathways as their skills, performance, development, attitude, and readiness change.

Likewise, an athlete's current placement does not define their long-term potential. Our goal is to place each athlete in the environment that we believe is most appropriate for their development at that time.

Parents and athletes should therefore view pathway placement as an ongoing coaching assessment rather than a guaranteed progression or permanent designation.

National Levels

National-Level Pathways & Team Ontario Qualification

Level 9, Level 10, Youth 1, Youth 2, and Youth 3 are all considered National-level pathways. Athletes competing in these levels have the opportunity to qualify for and represent Team Ontario at the Canadian National Championships.

To be eligible for Provincial Championships, athletes must first achieve the required qualification standards at sanctioned qualifiers and competitions throughout the season. Athletes who successfully qualify will advance to Provincial Championships.

At Provincial Championships, the top six athletes in each eligible level, category, and age group will be named to Team Ontario and will have the opportunity to represent Ontario at the National Championships.

Representing Team Ontario is an incredible achievement and opportunity. While these pathways are highly competitive, our focus remains on supporting each athlete's individual development and helping them reach their full potential throughout their journey.

Eastern Canadian Championships & Team Ontario Qualification

Level 7, Level 8, Level 9, Level 10, Aspire, Youth 1, Youth 2, and Youth 3 athletes have the opportunity to qualify to represent Team Ontario at the Eastern Canadian Championships (Easterns).

Athletes must first qualify for Provincial Championships through the appropriate sanctioned qualifiers (level 10, aspire and youths auto qualify to provincials) and competitions throughout the season. At Provincial Championships, eligible athletes will be selected to represent Team Ontario at Easterns.

For levels and categories that are also eligible to qualify for National Championships, Easterns provides an additional opportunity for athletes to represent Ontario. The athletes placing 6th–12th at Provincial Championships will be selected to Team Ontario for the Eastern Canadian Championships, while the top athletes in the eligible category will progress to Nationals. **NOTE** there are times an athlete may be asked to represent team Ontario at both Nationals and Easterns due to limited athletes in their category, or scratches in one competition that will require an additional team member to be called up, even if named team for a separate competition.

The Eastern Canadian Championships are an exciting opportunity to compete against athletes from across Eastern Canada and represent Ontario at a high-level championship event. Qualification and team selection are based on Provincial Championship results and the eligibility requirements for each level and category.

Please note: Selection procedures and eligibility may vary depending on the athlete's level, category, and the official requirements for the season.

HP National Program

This program is designed for athletes 12 years of age and up. This is a GCG Program and not an Ontario run stream. Athletes in this program are either competing in Youth 2 or 3 National, Junior or Senior at National competitions. Becoming a National Level Athlete requires years of training, commitment, dedication, focus and work ethic.

Athletes pursuing the Youth, Junior & Senior National category will demonstrate the following criteria (but not limited to):

- Previous years experience in development for gymnastics
- Athletes that are committed to training 25 + hours per week including daytime trainings
- Maintain and improve on the set standard of physical abilities and development within our program
- Athletes that are committed to further physical development outside of regular training hours
- Athletes that maintain a respectful and mature attitude, conveying mental resilience
- Athletes that are committed to healthy nutrition and seeking professional guidance when recommended
- Parents that are committed to training schedule, travelling, future costs, physiotherapy, nutrition etc

Youth National:

Athletes in this category are showing strong signs of streaming into Junior in subsequent seasons. Youth athletes compete at Elite Canada to obtain HP status and qualify for National Championships and invitations to specialized training camps within Canada. Athletes may transition into JO if it is more suitable based on a variety of factors.

Junior National:

Athletes in this category compete at Elite Canada to qualify for National Championships. The goal of this category is to be “carded” which includes selection to represent Canada in Junior International Competitions. Athletes that are in this category are showing strong Junior Level routines and skill development to transition into Senior Category. Only athletes showing strong Junior routines/difficult/execution and a number of training attributes will compete in this category. Athletes may transition to JO if it is more suitable based on a variety of factors.

Senior National:

Athletes in Senior must compete at Elite Canada, National Championships in order to be selected for International Competitions including Pan American Games, World Championships and the Olympics. Only athletes showing strong Senior routines/difficult/execution and a number of training attributes will compete in this category. Athletes may transition to JO it is more suitable based on a variety of factors.

Streaming & Structure:

All of our competitive athletes are streamed accurately and appropriately. It is important for members to respect the program streaming from season to season. This may include changing groups, changing hours and changing coaches. We can also make changes mid-season in the best interest of the athlete. It is not a parent's decision on where their daughter is placed. Please trust our judgment and best interest for your daughter.

Our Program is structured into 2 Streams or Paths. Please see the following streaming charts.

Please note that athletes can be switched from stream 1 - stream 2 at any time and vice versa based on what is best for your athlete. This is just a generic template to better understand the streams:

STREAM 1

Developmental 1
Developmental 2
Developmental 3
Mini Elites
Junior Elites
Elites
Aspires
Provincial Team
High Performance

STREAM 2

Developmental 1
Developmental 2
Developmental 3
Invitational 6 hour
Invitational 8 hour
Compulsory 12 hour
Compulsory 16 hour
Provincial / Optional

A) WAG Program Overview

2. Coaches Information

All of our Competitive Staff are hired to coach based on a number of attributes including (but not limited to):

- Love teaching athletes and shows commitment to each and every child in our Program
- A strong desire and passion for the sport of gymnastics
- Previous and current gymnastics experience (not all gymnastics coaches used to be gymnasts!)
- Coaching abilities, communication, dedication, enthusiasm, motivation, positivity etc
- Technical knowledge and experience with gymnastics and willingness to learn and collaborate
- Ability to be mentored by senior staff and implement feedback

Coaching Qualifications:

Staff must undergo a variety of qualifications to coach in our Program. The following must be obtained and are not limited to as often more items are implemented from season to season:

- Obtain NCCP Coaching Courses required to coach the subsequent levels/groups/athletes they are assigned to
- Obtain an Annual Criminal Records Check under the Vulnerability sector
- Undergo reference checks at previous places of employment prior to being hired
- Coaches must be certified in Safe Sport and follow all practices set forth by Gymnastics Ontario, Gymnastics Canada and our Club
- Certified in Concussion Training and the Return to Play Policies as indicated by NCCP, GO and GCG
- Certified in Making Ethical Decisions as indicated by NCCP
- Complete Respect in Sport Training through Gymnastics Ontario
- Obtain certification and training in Child Protection/Safety Courses offered for coaches and staff
- Must hold current First Aid/CPR and ability to renew certification
- Willingness to obtain further training, courses, e-modules set forth by the Competitive Director from season to season
- Adhere to all Rules and Responsibilities in Kanata GymnoSphere's Employment Handbook & Contract

Staff that work under Gymnastics Canada under the High Performance Program are required to have even further certifications, course renewals, NCCP Level status and Enhanced Vulnerability Criminal Records Check.

Competitive Coaching Assistants and Pre- CIT:

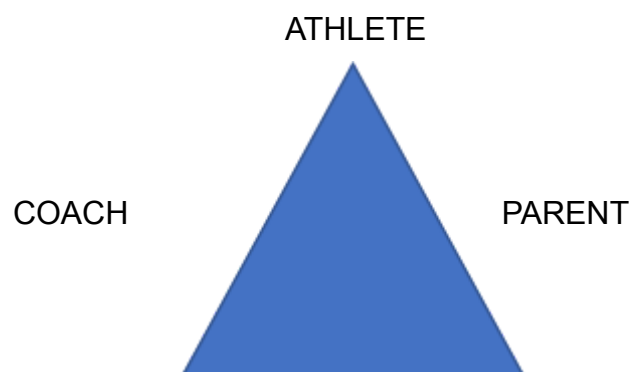
Coaching assistants are often placed on competitive groups in order to mentor and provide further development to a group in our WAG Program. The assistants are carefully vetted and selected based on various aptitudes. Coaching Assistants are

considered CLUB C.I.T (Coach in Training) until the age of 15 years old. At that age, C.I.T's may obtain an NCCP number and begin their Foundations Training, Comp 1, Comp 2 etc.

Coaching Assistants are to be respected equally the same as Competitive Coaches/Staff regardless of age or experience. Coaching Assistants are not able to attend competitions as an instructor.

Coaches/Member Communication

Please see Member Communication Policy in the Annex.



The athlete/parent/coach triangle is important. Expectations/goals should be maintained in order to support the child's gymnastics.

responsibility is the supervision and coaching of athletes. Meetings may be scheduled when a more detailed discussion is required.

A) WAG Program Overview

Schedule

The "Annual Training Schedule" consists of training from August 31, 2026 until June 30th, 2027 (not including Winter break schedule, March Break Schedule and Summer Training)

How is the Annual Training Schedule designed?

1. Place Athletes in Appropriate Training Hours/Level according to the WAG Program overview
2. Ensure that the group ratio is adequate and falls within our Club standards
3. Coach Placement on each group (full time, part time, certification/experience)
4. Adhering to Employment Standards Act for all staff
5. Equipment needs of each group/level/training hours
6. Decide if a group needs daytime training hours based on criteria
7. Ensure all athletes in the program can reach their full potential within the training schedule
8. Factor in any capacity limitations and recreational scheduling
9. Ensure each group has appropriate (based on level) space to warm up at the beginning and condition at the end
10. A functional rotation schedule can be built and followed by all staff
11. Age of Athletes (ie- 5/6 year olds ending earlier on school nights)
12. Ensure that we follow Safe Sport Policies and have a minimum of 2 adults/staff present for training at all times

With that being said, we work very hard to ensure that the Annual Training Schedule is designed to meet the above considerations. If the set training schedule does not work for your child, you can request to be placed in a different group where applicable (ie- move down in training hours and competitive level in order to match commitment with training schedule)

While we do our absolute best to avoid training schedule changes during the competitive season, sometimes it is unavoidable due to the above factors. As such, we reserve the right to make necessary changes to the training schedule at any time.

Daytime Training Requirements

As athletes progress into higher training-hour commitments, Kanata GymnoSphere recognizes the importance of creating a training schedule that supports not only athletic development, but also the athlete's energy, physical well-being, academic responsibilities, family life, and overall balance.

For this reason, daytime training is an important component of our higher-hour competitive pathways. While we understand that occasionally missing school for training requires planning and communication, we believe that incorporating daytime training helps create a more sustainable and appropriate schedule for athletes with significant weekly training commitments. Athletes that are not able to attend daytime training hours set forth for the group can be restructured into a different program, group and coaching.

20+ Hour Athletes

Athletes training 20 or more hours per week are required to participate in a minimum of one daytime training session per week during the school year. This requires an athlete to be excused from school for a portion of the day in order to attend a scheduled training session, typically during the afternoon.

At this level of commitment, attempting to fit all training hours into evenings and weekends can result in very long days, late evenings, reduced recovery time, and an increasingly difficult balance between gymnastics, school, and family life. Incorporating one daytime training session allows us to better distribute training hours throughout the week and support a healthier overall schedule.

25+ Hour Athletes

Athletes training 25 hours per week are required to participate in a minimum of two daytime training sessions per week during the school year.

At this level, gymnastics represents a significant athletic commitment. Requiring two daytime training sessions allows training to be scheduled more effectively while reducing the need for athletes to consistently train late into the evening or attempt to fit an extremely high number of hours into weekends and after-school periods.

Why Daytime Training Is Required at Higher Training Commitments

Daytime training is incorporated into our program thoughtfully and with the athlete's overall development in mind. Benefits include:

- Improved energy and physical readiness: Athletes may be better rested and able to train with greater focus and quality earlier in the day.
- Supporting safety: Fatigue can affect concentration, technique, decision-making, and physical execution. A balanced schedule can help reduce the challenges associated with consistently training after long school days.
- Improved recovery and sleep routines: Daytime training can reduce the frequency of very late training evenings and allow athletes more opportunity for appropriate rest and recovery.
- A healthier overall weekly schedule: Training hours can be distributed more evenly rather than concentrated entirely into evenings and weekends.
- Supporting academic and life balance: Completing some training during the daytime can provide athletes with more time outside of the gym for homework, family responsibilities, friendships, and other important aspects of life.
- Quality over simply adding hours: Daytime training allows us to prioritize productive, focused training sessions rather than expecting athletes to consistently perform at their highest level after exceptionally long days.
- Appropriate long-term athlete development: As athletes progress into higher levels and commitments, learning to manage training, education, recovery, and personal responsibilities is an important part of sustainable athletic development.

- Access to equipment and training space: Daytime scheduling can provide additional flexibility in facility use and allow for more effective programming and individualized coaching opportunities.

We recognize that every family's school situation is different. Kanata GymnoSphere is committed to supporting families through this process where possible. Upon request, we can provide letters for schools, documentation regarding an athlete's training schedule, and physical education reports to assist families in communicating their athlete's involvement in competitive gymnastics.

Introduction of Daytime Training at the 16-Hour Level

For athletes training approximately 16 hours per week, daytime training may begin to be introduced for certain age groups and developmental streams.

This will be particularly considered for younger athletes demonstrating strong potential and progression who are expected to transition toward our 20–25+ hour training pathways in future seasons. Introducing daytime training gradually can help athletes and families become familiar with balancing higher-level athletic commitments alongside school and other responsibilities before entering a more demanding training schedule.

Not all athletes training 16 hours per week will necessarily require daytime training. Requirements will be determined based on factors such as the athlete's age, program placement, developmental pathway, training needs, and anticipated progression.

Athlete Grouping and Training Hours

At the beginning of each season, athlete groupings and training hours are reviewed and established based on each athlete's current competitive level, progression, development, and individual needs. Group placements are not necessarily permanent and may be re-evaluated throughout the season.

The Competitive Director and coaching staff reserve the right to adjust an athlete's grouping, training hours, or program placement at any time when deemed appropriate. These decisions may be based on factors including, but not limited to, the athlete's performance, progression, attendance, attitude, readiness, commitment, and overall development.

Any changes made to an athlete's grouping or training hours will be considered carefully and made with the athlete's **best interests, development, safety, and long-term success** in mind. Our goal is to ensure that each athlete is training in an environment and at a level of commitment that best supports their individual progress and well-being.

Target Timelines for Schedule Distributions:

- September-June Annual Schedule- August 15

- Winter Break Schedule- November 15
- March Break Schedule- February 15
- Summer Training Schedule- June 1

Although we give 100% effort to maintain consistency in the training schedule(s) throughout the season, we reserve the right to both change and/or delay if it is absolutely necessary (staffing changes, ratio/group changes, program needs as examples)

Please be advised that in the event there is a schedule change at any point in the season, there are no refunds, credits or negotiations accepted.

Understanding Levels and Athlete Progression

It is important to understand that gymnastics levels are not the same as school grades. Progression through competitive gymnastics is individualized, and athletes do not necessarily move up one level each year. It is extremely common for gymnasts to spend more than one season at the same level, and there is absolutely nothing wrong with repeating a level.

Gymnastics is a highly technical sport, and every athlete develops at their own pace. Remaining at a level for an additional season can provide an athlete with valuable time to strengthen skills, build confidence, improve execution, develop consistency, and prepare safely for the increased demands of the next level.

A decision for an athlete to repeat a level is not a reflection of failure or a lack of potential. In many cases, spending additional time developing a strong foundation can be one of the most beneficial decisions for an athlete's long-term progress and success.

Coaches and the Competitive Director carefully evaluate each athlete's individual development when making decisions regarding level placement and progression. These decisions may consider factors including skill development, consistency, physical readiness, strength, flexibility, confidence, competitive readiness, and long-term goals.

Our priority is not to move athletes through levels as quickly as possible. Rather, our goal is to ensure that each athlete is placed at a level that is appropriate, safe, challenging, and supportive of their individual development. We believe that taking the time to build a strong foundation often leads to greater confidence, enjoyment, and long-term success in the sport.

A) WAG Program Overview

4) Competitions

Competitions are organized by the Competitive Director when information and communication is provided by both Gymnastics Ontario and Gymnastics

Canada. Depending on an athlete's placement in the program and the competing level- an athlete's competition expectations may be different than others.

There are generally competitions scheduled after March Break week so please keep this policy in mind. Currently, Gymnastics Ontario's peak time of competitions is in the Winter and early Spring. There are no competitions in the summertime unless competing at a higher/National level.

Kanata GymnoSphere reserves the right to cancel or modify an athlete from competing at any time if it is in the athlete's best interest. This could be for reasons such as, but not limited to (missed trainings, injury/training modifications, failure to meet preparing expectations set forth by Competitive Director such as set #'s of routines from week to week in the competition season, overall readiness, behaviour and attitude) Although we absolutely do our best 100% of the time to see an athlete successfully/safely compete- the decision to "scratch" is not a negotiable discussion.

If we decide this choice in the best interest of the athlete there is no guarantee of any competition registration refund- see Policy.

A gymnast will be registered in a meet based on the following factors:

- Gymnast's preparedness
- Competition level
- Gymnast's overall health and attitude
- Gymnast's commitment and effort at training sessions while prioritizing safety

Our Competitive Program is very well structured and organized. Eligible competing athletes are expected to attend competitions unless injured/ill or decided by the Competitive Director and Coaches. Opting out of competitions is not an option.

Cost of Competitions:

Host Clubs will issue registration amounts and Kanata Gymnosphere will communicate the total cost related to that particular competition. Some host clubs registration may be listed higher/lower than others. While many athletes in our Program will compete locally (Ottawa and surrounding area), other athletes may be required to travel (Out of Province or Internationally). This all depends on the set expectations for the athlete for the season.

Competition Cost Share:

All competitive members are required to cover competition costs.

The cost share calculation is completed once a final schedule is distributed and competition logistics are finalized.

What is included in the Cost Share?

- Coaches Travel (Car Rental, Mileage, Gas, Flight, Train or Carpooling)
- Coaches Time (work hours, overtime)
- Coaches accommodation (Airbnb, Hotel)
- Coaches Per Diem (for both travelling and non travelling meets)
- Staff subbing requirements in coaches' absence

The cost share is made by the total amount of the competition extras listed above, divided by the number of athletes attending.

Competition cost share could vary from a minimal amount (local competition) to a higher expense amount (travelling competition). The Cost Share is communicated and must be paid in advance of a competition or training camp. For example, an Ottawa based (local) competition with 35 Kanata athletes attending could cost \$45 each member. Carpooling of staff is arranged in applicable cases in order to reduce costs. Expenses are also reduced by staffing appropriately.

*Cost Share Payment Deadlines are communicated via email from Competitive Administration. All payment deadlines should be respected by members as Staff Expenses are paid in advance. Any cost share payments that are not paid by the communicated deadline are subject to a \$25 late fee. In the event that 2 additional days have passed and the payment has not been received, an additional \$25 late fee will be applied (with the intention of still having the athlete attend the competition)

Please keep in mind that neglecting to commit to your cost share results in the other members' costs increasing.

In the event an athlete needs to withdraw from the competition due to any circumstances the member is still responsible for contributing 25% (of the pre calculated cost share). Cost Share Payments are non-refundable.

Payments are reconciled immediately after the Amilia link is scheduled to close. Any non payments are subject to:

- Late fees are applied (as indicated above)
- The athlete being removed from the competition (regardless if it is a local or travelling/high expense competition)
- Dismissal from the Competitive Program

Competition Cost Share for HP/Aspire Athletes:

For all HP competitions, they tend to be held out of Ottawa. This adds to the cost share significantly. Since we want to support the HP streamed athletes to the best of our abilities, all HP competitions where ONLY our HP athletes from our club are attending which will cause a significant increase in their cost share, will be 50% covered by the club. The other 50% will be divided and split amongst the select few athletes attending.

What should you expect at Competitions?

Competitions are fun, positive, energetic and engaging. Success is Relative! Do not base your child's success in the sport on awards and scores alone. Results and success come when motivation, hard work and communication is in place. Each athlete is different!

How are Athletes Prepared?

We prepare our athletes in the gym by hosting "mock meets" where athletes will practice and mimic how and what to do. Athletes will know and understand what the goals and expectations are and will be prepared to do their best based on how/what they have been training in the gym.

What if an Athlete is not prepared or ready?

It is the Competitive Director's responsibility to oversee the progress and development of athlete's preparation for competition. This includes the parent's responsibility in understanding/agreeing to our Policies within the Handbook.

Competitions and Schedule Changes:

We reserve the right to make changes to the training schedule when our Club is participating in any competition. Example- a Program group's athletes are different ages and scheduled to compete on different days (Friday, Saturday, Sunday) – we may need to change training schedule days/times in order for coaches/athletes to attend their competition time. Not all athletes within one group compete at the same day and time.

Additional staffing is generally more limited during competition dates. Please understand that we do our best to continue training at all times- but there are situations where in gym trainings will be cancelled due to coaches attendance at competitions. Please see "Class Cancellation Section".

Athlete/Parent Policies at Competition:

Athletes and parents must comply with the Policies/Respect in Sport at any competition event. Let's keep it fun and refrain from gossiping or acting negatively or in an irresponsible manner. We reserve the right to dismiss an athlete/parent during a competition or thus thereafter for not respecting and following Policies put in place.

Enjoy watching your child in their sport, show positivity towards teammates and parents. Represent our Program with pride and sportsmanship!

*See Annex #8 for Competition Etiquette Policy

B) Competitive Fees

Competitive program fees support the delivery and administration of the competitive program throughout the season. Each family will receive an individual payment checklist outlining the applicable training and annual fees.

Annual Fees

- EBE Fee: \$200 annual payment
- Program Fee: \$115 annual payment for Levels 1–4; \$255 annual payment for Level 6+
- GO Fee: \$55 annual payment

Monthly Training Fees

Monthly training fees are based on an athlete's assigned training group and weekly training hours. Regular installments are paid throughout the September–May training period. June 2027 does not have a regular monthly installment; instead, it is covered through the two Advanced Payments described below.

Training Group	Regular Monthly Installment
Provincial 25h	\$635
Provincial 20h	\$594
Provincial 18h	\$567
Provincial 16h	\$522
Provincial / Mini & Junior Elite 12h	\$476
Developmental 3 – 9h	\$369
Invitational 8h	\$352
Invitational 6h	\$278
Developmental 2 – 6h	\$278
Developmental 1 – 4h	\$176

Payment Schedule & Advanced Payments

To simplify the annual payment schedule, June 2027 training is covered through two Advanced Payments. Each Advanced Payment is equal to one-half of the athlete's regular monthly installment. Together, Advanced Payment A and Advanced Payment B equal one full monthly installment and cover the month of June 2027.

There is therefore no separate regular monthly payment due for June 2027.

Training Group	Advanced Payment A	Advanced Payment B	June 2027
Provincial 25h	\$317.50	\$317.50	Covered
Provincial 20h	\$297.00	\$297.00	Covered
Provincial 18h	\$283.50	\$283.50	Covered
Provincial 16h	\$261.00	\$261.00	Covered
Provincial / Mini & Junior Elite 12h	\$238.00	\$238.00	Covered
Developmental 3 – 9h	\$184.50	\$184.50	Covered
Invitational 8h	\$176.00	\$176.00	Covered
Invitational 6h	\$139.00	\$139.00	Covered
Developmental 2 – 6h	\$139.00	\$139.00	Covered
Developmental 1 – 4h	\$88.00	\$88.00	Covered

Payment Policy Reminders

- Training fees are due according to the payment schedule communicated by Competitive Administration.
- Late payments may be subject to the late fees and account restrictions outlined in the club's Payment & Fee Policy.
- Families are responsible for ensuring all applicable annual, monthly, competition, and cost-share payments are received by their communicated deadlines.

Policies

Training Cancellation Policy:

From time to time class cancellations are unavoidable and Kanata GymnoSphere may cancel up to 7 trainings and/or 7 practices broken down into subsequent training hours.

Examples of training cancellations each season for reasons such as extreme weather, facility issues that compromise safety and suitable coach replacements. The 7 trainings a year also includes when coaches/groups are travelling/ working at competitions.

Week Breaks

Kanata GymnoSphere has 2 time periods per season where classes are cancelled without counting towards the 7 annual trainings per year. This is due to the athletes getting a break for Christmas and over the summer.

Winter and Summer Break

- Summer break is the 3rd week of July
- Winter break is Dec 20-26th

During our 3 provincial weeks, we may cancel/reschedule certain trainings which do NOT count towards the 7 annual cancelled trainings.

Level 3 & 5 Provincial Championships

- Any group trainings can be cancelled or rescheduled during the period of Provincial Championships in order to support staff absences and competing athletes

Level 4 & 6 Provincial Championships

- Any group trainings can be cancelled or rescheduled during the period of Provincial Championships in order to support staff absences and competing athletes

Level 7 + Provincial Championships

- Any group trainings can be cancelled or rescheduled during the period of Provincial Championships in order to support staff absences and competing athletes

Additional Blackout Days:

- Annual Year End Showcase

- Any team building or special event scheduled (Holiday event (Christmas Showcase), in gym events

Although we try our best to have all athletes train, these could potentially take place due to the high volume of competitions.

Closure Days for Competitive:

ALL stat holidays

October 31st

December 20-26 Christmas Break

December 31st

January 1st

July 12th-18th Summer break for competitive

Communication Policy:

Parents must always comply with the Communication Policy.

Kanata GymnoSphere's Competitive Program is organized mainly virtually. It is important to respect the structure of organization and communication. We organize and structure in a proactive manner. Our administrative office staff that work in gym do not manage or oversee any competitive communication and will not be able to provide you with information if requested. Payment communication is also organized 100% virtually as well.

- Meetings requests are to be sent via email communication only
- Kanata GymnoSphere has a 72-hour response rate (Monday-Friday) and reserves the right to extend the 72-hour response rate at any time
- Please remember that staff are entitled to paid sick/personal days and this could impact the response rate at any time
- The Competitive Director will send out a distribute all email during times that the response rate is extended (ie) Competition travel, Staff's scheduled vacation time
- Parents are permitted to email the child's coach and Competitive Director; however, if communication becomes excessive then there may be a \$25 administrative fee which is applied to ensure we can financially support the communication required for your child. This also ensures that we are respecting staff's work hours and legal rights in Employment.

Content of Communication Policy

- Coaches/Staff are to be respected, always treated with dignity and refrain from using inappropriate language or discussion in appropriate content.

- Meetings are used for collaboration, problem solving and the coach providing feedback regarding content in training

We have the right to dismiss any competitive member due to inappropriate communication by a parent including:

- Negative comments on other athletes/employees
- Inappropriate and derogatory comments

Communication and Meetings

We value open and respectful communication between families and our coaching team. Questions and concerns should be directed to the appropriate coach or staff member through the Club's approved communication channels. Coaches may not always be available before, during, or immediately after training sessions, as their primary responsibility is the supervision and coaching of athletes. Meetings may be scheduled when a more detailed discussion is required.

Kanata GymnoSphere reserves the right to dismiss a member from the Program at any time for not adhering to The Communication Policy or otherwise violating the intended purpose of the Policy. Please see Termination Policy.

Member (Parent/Guardian/Athlete) Social Media Policy:

All members are required to respectfully follow our Club Social Media Policy.

- Negative, defamatory and disrespectful comments/pictures/videos towards any member (your own child, other athletes, the Club, the Coaches, a competition/event) will not be tolerated
- In the event that a member does not comply to this policy, we reserve the right to dismiss your membership from the program at any time
- Please see Termination Policy

Let's keep our Club positive, friendly, safe, respectful and fun!

Withdrawal Policy

We understand that sometimes things may not work out. The Competitive Program's intention is a yearly and season to season commitment. With that being said, in the eventuality of withdrawal from the program, a notice in writing must be sent to the Competitive email at competitive@kanatagymnastics.ca

As our Payment Schedule requires the "Month Advance Payment", there are no refunds, credits or negotiations in training fees as per our Acknowledgement Letter and we require 30 days notice.

Payment & Fee Policy

Each athlete invited into our Competitive Program will receive an acceptance email including which payment needs to be made. All competitive fees are required to be paid directly **on-line** in our registration system called Amilia. Payment methods accepted by the on-line registration system are: Visa and MasterCard.

We will not accept any other method of payments for fees other than through our registration system- Amilia.

Some fees are reoccurring monthly fees, while others can either be Annual or stand-alone fees such as our Annual Member Fee (Equipment & Building, Cleaning, and Administration fees) Competitions fees and Attire fees.

On the individual athlete payment checklists posted online, each of these payments are due on the indicated deadlines.

Payments are required to be done EXACTLY on the date noted on the individual Checklist (i.e.: the monthly training fees are due on the last day of the precedent month).

In the eventuality that a payment is not received by the indicated deadline, you will receive a notification from our administrative/management team requesting the situation to be rectified immediately. **A penalty of \$25 will be applied for each individual late payment.**

If the payment is not rectified immediately, the Club reserves the right to suspend the athlete for non-payment reason until the payment is updated.

If the member is late 3 times within the season, we reserve the right to dismiss the member from the program.

To be noted: should training be missed due to non-payment, pro-rating **will not** be applied for the missed training period. In addition, prolonged non-payment may have a negative impact in the athlete's competitive season.

Injury/Return to Sport Policy

In the event of injury, it is important that the Competitive Director and respective group coach be made aware of both the physician's diagnosis and the physiotherapist's recommendation. A medical clearance form from the physician is required in order for the gymnast to be considered able to safely return to training and compete.

When a gymnast is injured and will not be able to take part in full training, it is the policy of Kanata GymnoSphere to encourage the gymnast to remain active with the Club during the period of injury and to maintain her/his position as part of the Competitive team. Coaches and the Competitive Director can implement modifications to a training plan/ schedule. Both the parent and the athlete are required to properly communicate any injuries with both the coach and the Competitive Director in order to efficiently prepare a plan of recovery.

Athletes are required to fulfill this policy even if their training is modified for a certain period of time. This means that athletes are required to attend to practice and work on their modified training program set forth by the Competitive Director and coach.

Although every athlete has a different level of "pain tolerance" it is up to the athlete to learn how to gauge this concept and communicate with his/her coach. Athletes are encouraged to personally discuss this with their coach rather than communication solely through their parent.

Please be advised that there are no refunds, credits, payment holds in the event of Training modifications/absences due to injury.

Competition Etiquette

Gymnastics competitions are a great way to learn good sportsmanship. Negative or excessive poor sportsmanship displayed at a competition will not be accepted and future participation at competitions may have to be considered if appropriate responses are unachievable.

Support all competition outcomes and embrace displays of good sportsmanship. Encourage your athlete to march in with pride, congratulate other competitors and be gracious on the award stand.

Gymnasts are to remain with their team throughout the entire meet, including awards unless they have written permission from the Chief Competition Judge. Plan to stay until the end of competitions.

Please make sure you understand competition procedures and are adequately prepared. Ask your coach for more information prior to your first meet.

Both parent and athlete are expected to follow competition and special event etiquette.

1. Competition Do's and Do Not's:

1. Ensure that your child arrives on time for registration.
2. Hair should be properly tied back prior to arriving at the competition.
3. Gymnasts should arrive in their competitive Leotard and Track Suit paired with any solid black leggings
4. Gymnast are required to bring their gym bag packed with all essential items (tape, grips (if they use them), water bottle, small snack, socks)
5. Parents may keep winter jackets/boots in the stands or viewing area if there is no change room available on site at the competition. Everything else should stay with the athlete
6. Athletes will be required to gather for "March In" prior to the start of warm up. Parents are asked to leave the athlete in this area and return to stands or viewing area.
7. Parents are to ensure their child uses the bathroom prior to March In.
8. Please ensure your child knows the location of the bathroom upon arrival at the facility.
9. If an athlete needs to use the washroom during the competition, they must ask permission from the event judge and coach.
10. If a parent meets their child in the washroom during a competition, please keep the conversation brief. Do not engage in conversation about the competition.
11. Parents of GymnoSphere are encouraged to sit together as a team.
12. Competing athletes are required to have enough sleep prior to the meet.
13. Competing athletes are required to have a healthy and well-balanced meal/breakfast 1-2 hours before the meet starts.
14. Gymnasts are expected to behave appropriately and cheer on teammates and other competing gymnasts.
15. Gymnasts are allowed to have emotions regarding competition results but should stay encouraging to themselves and others as best as they can.
16. Coaches may not necessarily be able to watch awards. They may also not be available for a discussion after the competition. Often , competitions will have sessions back to back and the coaches have to lead right after as a new group of athletes begin to warm up during awards of the previous session.
17. Parents are asked to give the coach space during the award ceremony and not question the results at that time.
18. When the competition is completed, athletes are asked to gather in the designated awards area immediately after.

19. When the awards ceremony is completed, it is the parents' responsibility for locating their child.
20. Athletes are encouraged to stay and watch their teammates and extra flights at the competition, but not directly before their own competition.
21. If your child requires medication at a specific time, please ensure the Coach is notified well in advance.
22. If your child requires an Epi-Pen, please ensure that this remains in their gym bag and on them at all times during the competition.
23. Please do not ask your child if they are nervous for competition. We want to encourage positive and healthy thoughts.
24. Gymnasts cannot wear nail or toenail polish. Fake nails are absolutely not allowed.
25. Hoop earrings are not permitted. Only stud earrings are allowed.
26. Do not try to get your child's attention during the competition.
27. Parents are not permitted to discuss/ ask questions to the child's coach during competition. Coaches will discuss results directly with athletes on the next scheduled training day.
28. Gymnasts are not to do excessive swimming or other physical activities the night before the competition.
29. Parents are not permitted to "correct" their child during competition. Clapping and cheering only please.
30. Parents are to behave and act ethically while sitting in the stands or viewing areas. Negative talk or criticism of coaching or any athletes will not be tolerated.
31. Parents are asked not to focus on scoring for their own child or other gymnasts. This takes the enjoyment away from watching your child.
32. Please do not engage in conversation with coaches from other clubs. Unfortunately, many clubs base their registration on solicitation of other athletes and attempt to use competition as a time for "gathering" more athletes to join their own club. Kanata GymnoSphere does not tolerate this behaviour and the parent/athlete must inform both the coach and the Competitive director after the competition if this takes place.
33. In the event that your child becomes injured during a competition, please refrain from entering the floor area. Allow the coach and medical staff to properly attend to your child first and assess the situation.

It is solely up to the coaches' discretion whether an athlete competes an event or has to scratch that event due to a variety of circumstances (safety, unethical behavior, poor/negative attitude, inability to focus, injury) The parent should support the coaches' decision and act in an appropriate manner. It is the coaches' job to ensure what is best for the athlete at all times.

Termination Policy

The Club retains the right to release an athlete/member at any given time, for cause. Without limiting the generality of the foregoing, any one or more of the following events shall constitute cause:

- Misconduct (i.e.: aggressive behaviour, harassment, slander, bullying, defamatory statements towards any other members including team mates, administrative staff, volunteers and coaches)
- Failure to comply with Competitive Member Handbook
- Overdue competitive payment fees.
- Failure to keep up with skill level and group expectations

in Please be advised that there are no refunds, credits or negotiations of paid fees the event that the Club terminates membership.

If an athlete would like to withdraw from the competitive program, the Competitive Director must be contacted first before approaching administration at the front desk or the child's individual coach.

Please email competitive@kanatagymnastics.ca to set up an appointment to discuss the request to withdraw from the program. Parents need not to explain to other competitive members on the reasons for withdrawing from the program. The discussion will be kept confidential between parent, Competitive Director and Coach.

Regardless of the reason to withdraw from the program, we kindly ask that the athlete personally thank her coach and withdraw from the program in an appropriate and polite manner. Parents are asked to also abide by this same philosophy and set a professional and polite example for his/her own child and other members in our program. Any negative talk about our program to other competitive members will not be tolerated. Please show an ethical and good sportsmanship attitude in all circumstances.

Additional information regarding withdrawal policy are listed in the *Acknowledgment Letter*, published separately.

Emergency Plan/Policy

Safe Sport

Quick Reference: Competitive Pathways

A visual overview to help families understand the progression of our programs.

Every athlete's journey is individual. These pathways are designed as a guide, and movement between groups or streams may occur based on development, readiness, goals, and coaching assessment.



HIGH PERFORMANCE AGE GUIDE

CATEGORY	AGE ELIGIBILITY
Aspire	9-11
Youth 1	10-14
Youth 2	11-14
Youth 3	11-14
Open	14+
Junior	14-15
Senior	16+

Parent/Guardian Acknowledgement Form

Please complete and return this page as directed by Competitive Administration.

Thank you for taking the time to review the Kanata GymnoSphere Competitive Member Handbook. Our goal is to ensure that athletes, parents/guardians, and coaches share clear expectations and can work together to create a positive, safe, and supportive competitive experience.

ACKNOWLEDGEMENT

- ☐ I have read and reviewed the 2026/2027 Kanata GymnoSphere Competitive Member Handbook.
- ☐ I understand the expectations, policies, and responsibilities outlined for athletes and parents/guardians.
- ☐ I understand that competitive program placement, training schedules, competition participation, and athlete progression are determined by the coaching team and may be adjusted in the athlete's best interest.
- ☐ I understand the payment schedule and annual fees, including the Advanced Payment A and Advanced Payment B structure used to cover June 2027.
- ☐ I understand that policies and requirements may be updated when necessary and that official governing-body requirements may change from season to season.
- ☐ I have had the opportunity to ask questions or seek clarification regarding any section of the handbook.

ATHLETE & FAMILY INFORMATION

Athlete Name: _____

Parent/Guardian Name: _____

By signing below, I acknowledge that I have reviewed the handbook and understand the expectations and policies described within it. My signature confirms acknowledgement and understanding; it does not replace any separate registration, waiver, or program agreement that may be required.

Athlete Signature (if applicable): _____

Date: _____