

# Welcome To Greater Buffalo Gymnastics Center!



## 2020-2021 Class Handbook

"Thank You for joining our programs"

Torey, Sharon, TJ & Forever Jacquie Hirsch,  
Kristen Fahnestock - Owners

### The Hirsch Family of Companies:



# Welcome!

**We are excited to have you as a member of our program!**

**This year our facility celebrates its 28<sup>th</sup> anniversary. The Greater Buffalo Gymnastics Center is part of one of the most comprehensive health, physical fitness, and childcare development centers in all of New York State. Our 4-acre campus is home to:**

- **The Greater Buffalo Gymnastics Center**
- **TJ Hirsch Enterprises, Inc.**
  - **Auto Storage, Detailing, Vehicle Appraisals, Sales & Consulting**
- **The Jacquie Hirsch For A.L.L. Foundation**
  - **Cancer & Leukemia Awareness, Research, Fundraising Events & Patient Support**
- **Four Seasons Child Care & Preschool**
- **Spezio's Dance Dynamics**



The Greater Buffalo Gymnastics Center provides state-of-the-art training, teaching, coaching, mentoring, and character development for children of all ages. Each of our programs are designed to meet and exceed specific physical and emotional conditioning expectations for the diversity of our participants. The results of our work can be measured and seen by increased confidence, interpersonal skills, motor skills, and focus while preparing children for a bright, happy, and successful future.

In summary: We will help our students to accept individual differences in skill levels and in success rates as they progress. Our promise is that we will do everything in our power to provide priceless child growth and development opportunities second to none.

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*This content is subject to change without notice. When updated, it will be posted directly to our website for you to review @ [www.greaterbuffalogymnastics.com](http://www.greaterbuffalogymnastics.com).*

# Introduction

## Welcome

Our philosophy at Greater Buffalo Gymnastics Center focuses on the education of children - our most vital resource for the future. We believe that young people can learn to develop coordination, motor skills and body control, as well as the more important mental qualities: self-esteem, self-confidence, and self-awareness through physical activity. Motivation, problem solving, and patience are qualities that are emphasized at our center. Most importantly, young people will learn to develop respect for themselves and others. Our coaching staff reflects this philosophy of teaching and uses a positive approach to place the emphasis on the individual.

Here at Greater Buffalo Gymnastics Center proper staff selection and development is the key to ensuring that a high-quality activity, such as gymnastics, creates a positive learning experience.

- Our trained staff will use the sport of gymnastics as an avenue to develop positive personal qualities.
- These qualities, nurtured at an early age, will be utilized in all areas of the individual's future.
- Whether a recreational or competitive gymnast, we are confident that our staff will be able to help each child reach their potential, have **FUN** while doing so, and enjoy all aspects of our program.

Our curriculum is designed to maximize your child's progress and keep them challenged. We use skill charts to track the progress, strengths, and areas of opportunity of each child in our program. Our levels are very comprehensive. We advance children as they near completion of their chart and this advancement can occur at any time during the season. Advancement based on individual progress keeps the child challenged and this way, children can feel the rewards of their hard work by progressing to higher levels when they are ready.

Our charting system emphasizes basic skill development and coincides with the overall USA Gymnastics Junior Olympic development program. Children from our classes may be recommended to participate on our Junior Olympic Team. Although our team program is available for students of our recreational classes, the emphasis for our recreational children is to have fun and enjoy themselves while learning the sport of gymnastics.

## Facility Programs

- Tiny Tumblers (18 months to 3 yrs.)
- Junior Jumpers/Kinder Kids (3 yrs. to Pre-K)
- Pre-School Summer Camp (3 yrs. to Pre-K)
- Recreational Gymnastics Classes for Boys & Girls (5 yrs. and up)
- USA Jr. Olympic Competitive Program for Boys - Levels 4-10, Girls - Levels 2-10
- Xcel Competitive Program
- Tumbling Classes
- Birthday Parties
- Full Day Summer Camps
- Private Instruction
- Adult Open Workouts

## Mission

We are here to leave a lifelong positive lasting impression of a time where children and young adults spend their youthful years growing, learning, finding their path, and feeling prepared to go out into the world, defining what success means to them and make it their own.

# Need to Knows

**THE FOLLOWING RULES & POLICIES ARE DESIGNED TO:**

- A) Keep you and your child(ren) safe.
- B) Keep the flow of children between classes efficient and safe.

## Communication

Check your emails and watch for updates to our news, events, and calendar at [www.greaterbuffalogymnastics.com](http://www.greaterbuffalogymnastics.com) as well as the Customer Portal. These will be our main sources of communication. We look forward to keeping you up to date and well informed.

## Time Management

Our classes are very prompt:

- a. Please arrive at least 5 minutes early to be greeted by the Wellness Check. Students and Adult/Guardian will undergo a temperature screening. 100.3 is our threshold for entrance. 100.4 and above cannot enter the building.
- b. All individuals are required to wear face coverings and sanitize their hands when entering the building.
- c. Traffic jam, running late at work, car broke down? Things happen. No Problem. If you will be late picking up your child just call us at (716) 639-0020.
- d. See our Facility Safety Summary attached to the back of the handbook for more information on our COVID-19 procedures.

## Attire

**WHAT DOES MY GIRL WEAR?**

- a. Girls should wear a leotard and/or shorts with a shirt and cotton socks.
- b. Midriffs should be covered, avoid crop tops, wear shirts over sports bras.
- c. Long hair should be securely tied back away from the face and out of the eyes. Post earrings only.
- d. No loose fitting or very tight clothing. No belts, buckles, or large snaps/buttons. No bare feet, bobby pins, or dangly jewelry.

**WHAT DOES MY BOY WEAR?**

- a. Boys should wear shorts and a t-shirt with cotton socks. Baggy clothes and jeans are not safe.
- b. Long hair should be securely tied back away from the face and out of the eyes. Post earrings only.
- c. No loose fitting or very tight clothing. No belts, buckles, or large snaps/buttons. No bare feet, no dangly jewelry.

## Tuition

### WHEN DO I PAY?

Tuition is due the (1<sup>st</sup>) of the month regardless of the day the (1<sup>st</sup>) falls on. Payments are divided into equal monthly payments regardless of closings, holidays, and absences. Tuition rates are based on an average of four (4) classes per month. There is an annual \$40.00 membership fee per child. If a problem with payment arises, please call the office BEFORE payment is due in order to discuss other arrangements. We will help you in any way that we can.

### HOW DO I PAY?

Payments are accepted in CASH, CHECK, MASTERCARD, VISA, DISCOVER, AMERICAN EXPRESS, or INDEPENDENT HEALTH FLEX FIT CARD.

- a. Credit/Debit payments can be made online through our Customer Portal by Logging in > My Account > Payments > Make Payment. Card payments can also be taken in person or called in during our office hours.
- b. A drop box is located in the front lobby next to the office door for cash or check payments. It is provided in the event the office is closed. Checks may also be mailed in. Please be sure your child's first name, last name, day, and time are clearly marked on the front of your check. There is a \$35.00 fee for returned checks.

### DO YOU OFFER CARDS ON FILE? AUTOMATIC BILLING?

You bet! We're here to make your life easy! If you prefer to keep your payments, fast, efficient, and safe, please talk with our front desk staff about our highly secure, automatic billing system.

### WHAT HAPPENS IF MY PAYMENT IS LATE?

That's okay. Tuition is just an additional \$10.00 per child if payment is not received by the (10<sup>th</sup>) of each month. We suggest putting a credit card on file with us so your tuition will always be on time!

### DO YOU OFFER FAMILY DISCOUNTS?

Of course! Discounts are given, if all the children (from 1 family) are registered prior to October 15, 2020. Siblings who enroll in time and remain enrolled throughout the entire season will receive the following discounts. Discounts are applied only in the month of June:

- a. If a second child is enrolled, the first child pays regular tuition and the second child will receive the month of June for free.
- b. If a third child is enrolled, the first child pays regular tuition, second child pays ½ the regular tuition, and the third child is free for the month of June.
- c. If a fourth child is enrolled, the first two children pay regular tuition and the third and fourth children are free for the month of June.
- d. These discounts DO NOT APPLY if there is only one (1) child enrolled in a recreational class and a member on our competitive team. If the Team family has two (2) or more children enrolled in recreational classes, the discounts will apply to the recreational students.
- e. We also offer a military discount through the Erie County Thank-A-Vet and Honoring the Fallen Programs. Simply present your Thank-A-Vet or Honoring the Fallen card at the front desk and receive 10% off all services offered at the facility.

## Absences

This is a continuous program. We plan on you and your child(ren) being with us for the duration of their gymnastics career! Please provide a phone call or email to our Client Services Department if you need to let us know otherwise.



We keep on top of our “attendance game.” Please notify the Client Services Department in advance if your child will be absent from class. You can also submit future absences through our Customer Portal. Requests through the Customer Portal must be made at least 24 hours in advance of the absence. Please call-in any absence with less than 24 hours’ notice.

- a. After TWO consecutive weeks absent from class without notification to Client Services, you will receive a follow up phone call.
- b. Should your tuition payment remain outstanding after the follow up phone call, your child will automatically be withdrawn from class
- c. Unless prior arrangements have been made, you are responsible for any unpaid tuition for classes missed as we have been holding your child’s place on the roster.

If your child is automatically withdrawn and you want to return to our program, you will be responsible for any unpaid balances prior to their return. We will do our best to fit you back into a convenient day/time.

\* Please Note, at this time makeup classes are not available for any absences.

## Safety/Injuries

### AT THE GYM

Injuries are extremely rare here. You can take confidence knowing that our staff is properly trained in skill progression, safety, matting, spotting, and skill development to help ensure the safety of your child. Additionally, every employee goes through a background check and Safe Sport certification. We do carry insurance to operate our business, however, each student must be covered by his/her own health insurance.

**PARENTS – PLEASE NOTE: USA Gymnastics, (our governing body) recommends that the following paragraph be presented to all parents of gymnasts enrolled in any gymnastics program:**

*“By the very nature of the activity, gymnastics carries a risk of physical injury. No matter how careful the gymnast and coach are, no matter how many spotters are used, no matter what height is used or what landing surface exists, the risk cannot be eliminated. Risk can be reduced, but never eliminated. The risk of injury includes minor injuries such as bruises and more serious injuries such as broken bones, dislocations and muscle pulls. The risk also includes catastrophic injuries such as permanent paralysis or even death from landings or falls on the back, neck or head.”*

*USA Gymnastics Safety Handbook (1998) USA Gymnastics Publications Indianapolis, IN*

“The area of safety in our gym is our most fundamental coaching concept. We have put safety in the highest regard to make our programs safer and more enjoyable for our students. It cannot be denied that the most important part of a safe gymnastics program is the coaching staff and their ability to implement the safe practices of teaching and coaching gymnastics. Our staff is continually learning new and improved techniques of teaching and spotting to help ensure the safety of your child.” Torey Hirsch Sr. – Co-Owner

### OUTSIDE OF THE GYM

Please notify the gym as soon as possible if your child is injured outside of the gym or is diagnosed with any communicable diseases (i.e. chicken pox, mumps, conjunctivitis, fifth’s disease, etc.)

- a. Medical releases are REQUIRED before returning to class for any child who has been seen by a doctor or under medical care for any injury or illness excluding "annual check-ups."
- b. NO child will be allowed to participate in class until the gym receives the medical release stating the full start and end dates.

### **EMERGENCY PROCEDURES**

In the unlikely event of a medical emergency involving your child, we follow the steps below:

- a. Greater Buffalo staff will assess the situation and emergency first aid will be administered, including requesting of emergency medical technicians and an ambulance if needed.
- b. We will attempt to reach you first, then your emergency contact using the information you provided to us at registration.
- c. In the event we are unable to make contact with a parent or guardian, we will attempt to contact the nearest professional medical staff and/or hospital.

### **USA GYMNASTICS SAFE SPORT POLICY**

Our first commitment and top priority at Greater Buffalo Gymnastics Center is the safety and wellbeing of our athletes and staff. With that always at the forefront of our minds, each of our coaches have been required to become a member of USAG, requiring them to pass a criminal background check and take a course related to the new Safe Sport Policy.

The following is a note from USA Gymnastics regarding the Safe Sport Policy, the full text of which can be found at [www.usagym.org/pages/education/safesport/](http://www.usagym.org/pages/education/safesport/).

"USA Gymnastics is committed to fostering a safe, fun, and healthy environment for all members. Since 1990 - prior to almost all other National Governing Bodies - USA Gymnastics has provided awareness, prevention and reporting information regarding sexual misconduct to professional members, member clubs, athlete members and their families.

In June 2017, USA Gymnastics leadership approved and adopted a new Safe Sport Policy, which significantly strengthened the organization's approach to athlete safety. The Safe Sport Policy, which is mandatory for all members to comply with:

- Increases the number of individuals who fall under USA Gymnastics jurisdiction; essentially increasing the number of people in our sport who are accountable for their behavior;
- Increases the categories of misconduct from two (sexual and physical misconduct) to six (verbal/emotional misconduct, bullying, hazing and harassment were added);
- Addresses and prohibits boundary violations and grooming behaviors;
- Requires covered individuals to report a suspicion of abuse to law enforcement, even if they are not a mandated reporter according to their state law;
- Requires covered individuals to notify USA Gymnastics or the U.S. Center for SafeSport for any misconduct; and
- Requires covered individuals to take a designated safe sport course every two years.

The information in these pages provides policies, education and training, and tools intended to assist our member clubs, professional members, athlete members and their families in ensuring the safety of our gymnasts to the best of our ability."



## Class Progression & Feedback

We are in the business of keeping customers satisfied, keeping children happy, and making sure everyone is a continuous learner! The Greater Buffalo Gymnastics Center uses structured skill development charts pioneered with over 60 years' experience as well as input from USA Gymnastics. Although these are proprietary to the gym, contact our office staff if you would like feedback on your child's progress at any time.

## Gym Protocol & Housekeeping

- a. There is NO food, gum, or drinks other than water allowed in the gym area.
- b. Please encourage your child(ren) to respect our locker rooms and furniture.
- c. For safety, please park in the designated areas to ensure proper traffic flow and escort children through the parking lot. Be respectful of spaces that are reserved.
- d. The center will not be responsible for lost items or articles of clothing. Please do not allow your child to bring valuable jewelry, clothing, cell phones, tablets, or other items to the gym. Label clothing so it may be returned if it is misplaced.
- e. PARENTS OR UNREGISTERED CHILDREN ARE NOT PERMITTED TO ENTER THE GYM AREA. If you need assistance, please see our Client Services Team Members first.

### HOW DO I WATCH MY CHILD?

Parent viewing is always available from the balcony on any class day.

- a. No more than 1 Adult per enrolled student at a time. Siblings who are not participating in a class may not stay in the building and must exit with the parent/guardian.
- b. Balcony observation will be limited to 6' physical distance by going up the front stairway and down the rear stairway. There are no chairs available for seating; personal or otherwise.
- c. Gymnastics is an extremely focused sport. To enhance your child's safety and ensure a great experience, please no tapping on the glass.
- d. Please note, as per USA Gymnastics, no flash pictures are permitted in the gym to ensure the safety of all gymnasts.
- e. If you do not wish to stay, you may exit out the side door of the gym. Students will be reconnected with their parents at the same door after class.

## Gym Closings

### HOLIDAYS/SCHEDULED CLOSINGS

The following page contains a calendar of events here at the gym. We do not adhere to any particular school district's schedule but make our own so please follow this calendar for gymnastics. If a day is not marked, please assume we are open. Tuition rates are based on an average of four (4) classes per month.

### WEATHER/EMERGENCY CLOSINGS

Should the gym close due to weather or emergency related conditions, it will be announced on the WGRZ Channel 2, WIVB Channel 4, WKBW Channel 7 webpages, as well as our home page [www.greaterbuffalogymnastics.com](http://www.greaterbuffalogymnastics.com). When time permits, emails will be sent out as well.

# Greater Buffalo Gymnastics Center

## 2020-2021 Calendar

September 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

	September 3 - First Day of the 2020-2021 season!
	Gym is CLOSED - If a date is not marked, please assume we are open.
	Class Show Week - Our annual showcase of our gymnast's hard work this season.
	Class Fun Weeks - Not your average gymnastics class!
	Team Workouts Only - We are closed for recreational classes on these days.

# Facility Safety Summary - What can I Expect? 😊

Employee Guidelines	<ul style="list-style-type: none"> <li>• Staff will follow Infectious Disease Policy &amp; undergo wellness checks &amp; temperature checks before every shift.</li> <li>• Staff will wash hands per protocol before &amp; after every class and sanitize during every class at every rotation.</li> <li>• Staff will have limited physical contact with students.</li> <li>• Staff will be trained on new procedures and prepared to enforce any physical distancing protocols.</li> <li>• Staff will adhere to PPE requirements set forth by New York State and/or the CDC.</li> </ul>
Building Preparation	<ul style="list-style-type: none"> <li>• Facility and equipment will be disinfected again, prior to opening.</li> <li>• The building surface areas will be cleaned and disinfected prior to opening each day and throughout each day.</li> <li>• Hand sanitizer stations will be located throughout the building, accessible to all and monitored for refill.</li> <li>• Drinking fountain and chalk buckets will be off limits, students can bring own labeled water bottle (&amp; own bag of chalk for team athletes).</li> <li>• The pit will temporarily be covered over.</li> <li>• Bathroom faucets &amp; towel dispensers have been converted to "Touchless" devices.</li> <li>• Client Services has switched to a strictly virtual registration process and online payments are highly encouraged.</li> <li>• Physical Distancing indicators have been marked off on the floor 6' apart in locker rooms, watch areas and hallways.</li> </ul>
Entering the Building	<ul style="list-style-type: none"> <li>• No more than 1 adult per enrolled child(ren) in the building at a time.</li> <li>• Wellness screening policies and temperature checks will help to ensure the safety of everyone. 100.3 is our threshold for entrance and 100.4 or above cannot enter the building. By entering the building, you affirm that you are adhering to the wellness standards set forth.</li> <li>• All individuals are required to wear a face covering and sanitize hands upon entering building.</li> <li>• Students are highly encouraged to use the rest rooms at home prior to coming to class.</li> <li>• It is necessary for a parent/guardian to wait until the student has passed the wellness check to leave the premises.</li> </ul>
Traffic Flow, Capacity & Distancing	<ul style="list-style-type: none"> <li>• All individuals will use the main entrance. Students &amp; parents/guardians will go through the locker rooms.</li> <li>• Students proceed to the left and parents will go to the right; following 1-way flow of traffic as much as possible.</li> <li>• Balcony observation will be limited to 6' distance viewing by going up the front stairway &amp; down rear stairway.</li> <li>• NYS recommends initially opening at 50% occupancy. Greater Buffalo will go a step further and limit our capacity to staying under 50% to help ensure even more safety and greater opportunities for physical distancing.</li> </ul>
Prior To Class	<ul style="list-style-type: none"> <li>• Students will be required to sanitize their hand's when coming into the gym</li> <li>• Employees will have disinfected / sanitized equipment and entry &amp; exit points, parent areas.</li> <li>• Recreational students will keep personal items into his/her own bin &amp; have throughout class.</li> <li>• Competitive Team athletes will keep personal items in Team Backpack &amp; have throughout workout.</li> </ul>
During Class	<ul style="list-style-type: none"> <li>• Students will sanitize hands (supervised) after every rotation.</li> <li>• Lesson plans will be modified to omit partner activities.</li> <li>• Lesson plans will be modified to limit use of props.</li> <li>• Lesson plans will be modified to limit spotting.</li> <li>• Porous props such as bean bags and stuffed animals will be temporary taken out of use</li> <li>• Stations and activities will be modified to allow safe distance between students and instructors.</li> <li>• Grips will be kept in separate bags by each student carried to each rotation.</li> <li>• Gymnasts will be permitted to remove face coverings when they have arrived at their assigned station(s). Facial coverings can be placed into a paper bag and kept isolated with their personal items throughout training.</li> </ul>
After Class	<ul style="list-style-type: none"> <li>• Rec students will meet a parent/guardian at the front side door to exit. Competitive Team athletes will exit through the rear door.</li> <li>• Employees will be disinfecting all areas of their department, props and any shared bins immediately after each class to get ready for the next group.</li> </ul>