



# **TEAM HANDBOOK**

**2021 - 2022**

**(727) 447-2108**

**[www.apollogymnastics.com](http://www.apollogymnastics.com)**

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# **APOLLO SCHOOL OF GYMNASTICS PHILOSOPHY**

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Welcome to APOLLO School of Gymnastics's Girls Team Program. It is within APOLLO's Team Program that athletes will learn essential skills that will benefit them far beyond their gymnastics careers, including self-confidence, self-discipline, perseverance, teamwork, and sportsmanship. We utilize many tools to provide quality coaching for the athletes and look forward to their continued success in the future. We hope to share our feeling of confidence to our athletes and families as we enter the new competitive season.

We at APOLLO School of Gymnastics believe that each gymnast is her own individual and will learn and progress at her own individual rate. We use a variety of skill progressions, strength exercises, and flexibility exercises to help move each gymnast towards achieving her greatest potential. Our goal is to promote and maintain the gymnast's self-esteem and self worth in a positive, safe environment where all athletes can work toward their fullest capability. In our supportive and encouraging learning environment children are set up to succeed. We believe that gymnastics not only promotes exercise and good health habits but that it instills self-discipline, determination, teamwork, and the importance of perseverance.

## **OUR MISSION:**

To develop a top-level gymnastics program that will prepare every team member for a successful future in college gymnastics, any other athletic activity, or scholastic endeavors through continual growth and development along with competitive success. We want to instill the skill set, industry knowledge (for college athletics), and personal characteristics needed for success once our athletes graduate high school.

The APOLLO Coaching Staff looks forward to coaching all of our athletes this season.

*"All Our Dreams Can Come True If We Have The Courage To Pursue Them."*

*~Walt Disney*

## ***APOLLO Girls' Team Staff Structure***

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APOLLO takes pride in hiring knowledgeable individuals who have a passion for the sport of gymnastics and recognize the importance of positively influencing children.

<b>Owner</b>	Ms. Jessica Dubberly <a href="mailto:jessica@apollogymnastics.com">jessica@apollogymnastics.com</a> (727) 420-9954
<b>Director of Activities</b>	Ms. Lourdes Benavides <a href="mailto:lola@apollogymnastics.com">lola@apollogymnastics.com</a> (813) 905-5694
<b>Director of Performance</b>	Ms. Jessica Dubberly <a href="mailto:jessica@apollogymnastics.com">jessica@apollogymnastics.com</a> (727) 420-9954
<b>Girls Team Coaches</b>	Ms. Jessica Dubberly <a href="mailto:jessica@apollogymnastics.com">jessica@apollogymnastics.com</a> (727) 420-9954  Ms. Sharon, Ms. Remy, & Mr. Steve <a href="mailto:GirlsTeam@apollogymnastics.com">GirlsTeam@apollogymnastics.com</a> (727) 447-2108
<b>Hours of Operation</b>	Monday - Friday = 10am - 8pm. Saturday = 9am - 12pm.
<b>Levels in Team Program</b>	Xcel Bronze, Xcel Silver, Xcel Gold, Xcel Platinum. USAG Level 7 - 10.
<b>Practice Adjustments/Closures</b>	Email, text, and Facebook announcements.
<b>Parent Communication</b>	Parents may direct any questions and/or concerns to any staff member of the Leadership Team or the owner (noted above).

## ***Apollo Girl's Team Structure***

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Competitive levels and practice groups are determined by finding the best balance of an athlete's competitive success and individual motivation. Using these two factors competition levels and practice groups are determined by the APOLLO Girls' Team Program Leader with the input of all of the Team Coaches. The competitive structure and practice requirements are as follows:

**Xcel Bronze (Pre-Team):** The Xcel Bronze program is designed for those who wish to begin the experience of competitive team gymnastics. It is an introductory level for gymnasts to compete at In-House meets and local competitions in Xcel Bronze. (Is it redundant to state Xcel Bronze?) This is an accelerated program for gymnasts that show interest in a more committed track of gymnastics training.

- *Practice is 2 hours, 2x a week.*
- *In-House Competitions = September through December, approximately one competition per month.*
- *Local Competitions = January through April, two to four competitions during this period.*

**Xcel Silver (Level 3):** This level is for gymnasts who train USAG level 3 skills and will compete Xcel Silver at all meets. Routines are designed to establish sound fundamentals to prepare gymnasts for the Xcel Gold and Xcel Platinum levels with continuous progression.

- *Practice is 2.5 hours, 3x a week.*
- *In-House Competitions = September through December, approximately one competition per month.*
- *Local & Out of State Competitions = January through May, two to four competitions during this period.*

**Xcel Gold (Level 4) / Xcel Platinum (Level 5/6):** At this level gymnasts will train USAG level 4, 5, and 6 skills and will compete Xcel Gold/Platinum at all meets. Gymnasts have individualized routines choreographed for them that highlight their strengths. Routines are designed to establish sound fundamentals to prepare gymnasts for the beginning USAG optional levels and continuous progression.

- *Practice is 3 hours, 4x a week.*
- *In-House Competitions = September through December, approximately one competition per month.*
- *Local & Out of State Competitions = January through May, three to five competitions during this period.*

## ***Apollo Girl's Team Structure***

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**USA Gymnastics Levels 7 thru Level 10:** Optional level gymnasts will train USAG level 7 thru 10 skills and compete USAG levels 7-10 in which USAG allows a personal touch to routines. Gymnasts have routines choreographed just for them, highlighting their strengths. Routines follow USAG-required basic elements that must be included per level.

- *Practice is 3.5 hours, 4x a week.*
- *In House Competitions = September through December, approximately one competition per month.*
- *Local & Out of State Competitions = January through May, three to five competitions during this period.*

*\*Gymnasts may train more hours than their designated level, but as such will pay the fees associated with the additional hours.*

## ***Practice Times, Tuitions, and Fees***

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Practice times are created on a progressive commitment scale in order to coincide with the number of training hours necessary to safely master the difficulty of skill development and strength training required for each level. \*Practice times, tuitions, and fees are as follows:

### **Xcel Bronze (Pre-Team):**

- Practice Times:
  - Tuesday and Thursday 3:30pm - 5:30pm OR
  - Tuesday and Thursday 5:30pm - 7:30pm.
- Monthly Tuition = \$180.00/month.
- Annual Registration Fee = \$50.00. Due annually on the due date of Term 1 (beginning of August) or upon registration into the APOLLO Girls Team Program. There is a prorated amount issued to any June or July registrants.
- USA Gymnastics Athlete Membership = \$75.00. Due annually on August 1st and is purchased through [www.usagym.org](http://www.usagym.org).
- Annual Team Fees = approximately \$400.00/year. Due in monthly installments in August and September.
- In-House Competitions = \$40.00/competition. Registration and payment is optional.
- Annual Competition Entries = approximately \$800.00/season. Due in monthly installments in October, November, and December.
- APOLLO Team Leotard = \$60.00. The team leotard is worn at the last practice of each week, at any APOLLO events, and is the competitive leotard worn for the Xcel Bronze team at all In-House and local competitions.
- APOLLO Team Jacket = \$75.00. The jacket will be worn at any APOLLO event and at all local competitions.

### **Xcel Silver (Level 3):**

- Practice Times:
  - Monday + Wednesday + Friday 3:30pm - 6:00pm OR
  - Monday + Wednesday + Friday 5:30pm - 8:00pm.
- Monthly Tuition = \$215.00/month.
- Annual Registration Fee = \$50.00. The fee is due annually on the due date of Term 1 (beginning of August) or upon registration into the APOLLO Girls Team Program. There is a prorated amount issued to any June or July registrants.
- USA Gymnastics Athlete Membership = \$75.00. Due annually on August 1st and is purchased through [www.usagym.org](http://www.usagym.org).
- Annual Team Fees = approximately \$600.00/year. Due in monthly installments in August and September.
- In-House Competitions = \$40.00/competition. Registration and payment is optional.
- Annual Competition Entries = approximately \$900.00/season. Due in monthly installments in October, November, and December.

*\*Practice times, tuitions, and fees are subject to change. The listed monetary amounts are a reflection of the 2021-2022 Girls' Team Program season.*

## ***Practice Times, Tuitions, and Fees***

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### **Xcel Silver (Level 3) (continued):**

- APOLLO Team Leotard = \$60.00. The team leotard is worn at the last practice of each week, at any APOLLO events, and is the competitive leotard worn for the Xcel Silver team at all In-House and local competitions.
- APOLLO Team Jacket = \$75.00. The jacket will be worn at any APOLLO event and at all local competitions.
- Grips = \$60.00. Grips will be a requirement and only used during Friday practices to help prepare the athletes for advance training. Introducing grips once a week will begin their acclimation of grips in a proper fashion, for their continued bar skill progression.

### **Xcel Gold (Level 4) / Xcel Platinum (Level 5/6):**

- Practice Times:
  - Monday + Tuesday + Wednesday + Friday 5:00pm - 8:00pm.
- Monthly Tuition = \$260.00/month.
- Annual Registration Fee = \$50.00. The fee is due annually on the due date of Term 1 (beginning of August) or upon registration into the APOLLO Girls Team Program. There is a prorated amount issued to any June or July registrants.
- USA Gymnastics Athlete Membership = \$75.00. Due annually on August 1st and is purchased through [www.usagym.org](http://www.usagym.org).
- Annual Team Fees = approximately \$600.00/year. Due in monthly installments in August and September.
- Personalized Floor and Beam Choreography = \$300.00 - \$400.00/every two years.
- In-House Competitions = \$40.00/competition. Registration and payment is optional.
- Annual Competition Entries = approximately \$1,000.00/season. Due in monthly installments in October, November and December.
- APOLLO Team Leotard = \$60.00. The team leotard is worn at the last practice of each week, at any APOLLO Events, and at all In-House Competitions.
- APOLLO Upper Level Competition Leotard = \$250.00. The upper level competition leotard is the competitive leotard worn for the Xcel Gold & Xcel Platinum team at all local and out of state competitions.
- APOLLO Team Jacket = \$75.00. The jacket will be worn at any APOLLO event and at all local competitions. Grips = \$60.00. Grips will be used during all practices and competitions.

### **USA Gymnastics Levels 7 thru Level 10:**

- Practice Times:
  - Monday + Tuesday + Wednesday + Friday 4:30pm - 8:00pm.
- Monthly Tuition = \$305.00/month.

*\*Practice times, tuitions, and fees are subject to change. The listed monetary amounts are a reflection of the 2021-2022 Girls' Team Program season.*



## ***Practice Times, Tuitions, and Fees***

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### **USA Gymnastics Levels 7 thru Level 10 (continued):**

- Annual Registration Fee = \$50.00. The fee is due annually on the due date of Term 1 (beginning of August) or upon registration into the APOLLO Girls Team Program. There is a prorated amount issued to any June or July registrants.
- USA Gymnastics Athlete Membership = \$75.00. Due annually on August 1st and is purchased through [www.usagym.org](http://www.usagym.org).
- Annual Team Fees = approximately \$600.00/year. Due in monthly installments in August and September.
- Personalized Floor and Beam Choreography = \$300.00 - \$400.00/every two years.
- In-House Competitions = \$40.00/competition. Registration and payment is optional.
- Annual Competition Entries = approximately \$1,000.00/season. Due in monthly installments in October, November, and December.
- APOLLO Team Leotard = \$60.00. The team leotard is worn at the last practice of each week, at any APOLLO Events, and at all In-House Competitions.
- APOLLO Upper Level Competition Leotard = \$250.00. The upper level competition leotard is the competitive leotard worn for the Level 7 through Level 10 team at all local and out of state competitions.
- APOLLO Team Jacket = \$75.00. The jacket will be worn at any APOLLO event and at all local competitions.
- Grips = \$60.00. Grips will be used during all practices and competitions.

*\*Practice times, tuitions, and fees are subject to change. The listed monetary amounts are a reflection of the 2021-2022 Girls' Team Program season.*

## ***Progression and Mobility Through Levels***

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The APOLLO School of Gymnastics's Girls Team Program is a year-round sport. The year is divided into a training cycle of four phases. There is a major focus during each training phase, however, once this focus is mastered the athletes have the opportunity to train next level skills.

### **Progression Phases:**

- Phase 1 (August - October) = Gymnasts train level determined skills in combinations to prepare for full routine development. Phase 1 is also the introductory and initial practice of full routines that will be competed. The focus of Phase 1 is to strengthen the quality of skills that are to be performed for the competitive level.
- Phase 2 (November - January) = Gymnasts train full combinations of skills and the routines that will be competed at competitions. There is an emphasis on large repetitions of competitive routines in order to fully prepare the athletes for competitions. The focus of Phase 2 is for all gymnasts to fully learn their competitive routine. It is also during Phase 2 that the athletes begin to compete at Apollo In-House Competitions.
- Phase 3 (January - May) = This phase is the competitive season for our team athletes. The focus during this phase is on perfecting routines and current level skills. The gymnasts will compete in local and traveling competitions depending on their level.
- Phase 4 (May - July) = Gymnasts begin advance skill training and progressions for the skills they need for the next levels. The focus during this phase is on skill-building. It is at the end of Phase 4 that gymnasts will be evaluated on which level they will participate in for the next competitive season.

### **Progression Evaluations:**

- APOLLO team members are evaluated quarterly to assess their development.
  - Evaluations occur at the end of Term 3, Term 6, Term 9, and Term 12.
- Gymnasts are not solely evaluated on their skills but also on skill improvement (form, flexibility, complexity), as well as strength, and endurance. It is important for gymnasts to not only progress from one skill or level to the next yet it is equally important for the gymnasts to learn how to MASTER that skill or level prior to moving up the next level. This focus on mastering will ensure the gymnasts are executing skills strongly and safely.
- The quarterly evaluations serve as a checkpoint that the required strength, flexibility, skill mastery, and progressions are being successfully met by the gymnasts.

## ***Progression and Mobility Through Levels***

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### **Team Mobility:**

- Mobility occurs four times a year. At the beginning of Term 1, Term 4, and Term 10.
  - Special circumstances may constitute mobility at other times.
- Placement decisions that the coaches make are determined on skills already acquired, work ethic demonstrated during practices, maturity, and the potential we observe in each gymnast.
- Mobility is based on the coaches' consideration of each gymnast's physical and mental readiness for the next level and on an individual basis. The coaching staff reserves the right to move a child to the level that they see fit.
- August 31<sup>st</sup> is the final level declaration deadline for the upcoming competitive season.
  - Special circumstances may constitute level declaration at a different time.
- Although levels are not changed after August 31<sup>st</sup>, gymnasts will continuously have the opportunity to accomplish skills above this level.
- Continuous progression that is displayed by an individual athlete may result in an advancement of more than one level during mobility months.
- All tuition and/or any past due amounts must be paid before a gymnast can move to the next level.

## ***Attendance Policy***

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The APOLLO competitive team program is structured so that each group receives the conditioning and event training needed each week of practice. When a gymnast misses a practice she misses training that is necessary to become a strong, flexible, well trained athlete. Our goal at APOLLO School of Gymnastics is to train superb gymnastics. A superb gymnast is strong, flexible, confident, and safety conscious. Therefore, we stress the importance of attending all scheduled practices.

### **Absences:**

- If your gymnast must miss practice for any reason, the gymnast/parent is expected to call the gym and notify the office staff of the absence and reason. **There are no scheduled make-up practices, credits, or refunds for absences.**
- A gymnast is required to be at every scheduled practice the week preceding a competition or it may result in the inability to compete in the upcoming meet.
- Continual absences from a gymnast will result in a meeting with parents and the gymnast, along with their coach(es) to discuss the possible solutions for a better commitment.

### **Tardiness:**

- It is beneficial to be prompt for practice. Warm up is essential for injury prevention and in developing cardio endurance. Arriving late also disrupts practice for the other gymnasts.
- A gymnast will be required to complete the total amount of time missed in warm up with an individual warm up assignment prior to starting event training. Coaches may also give at home assignments for athletes that missed essential strength or flexibility training.

### **Vacations:**

- The sport of gymnastics is a year-round commitment. If you would like to continue your athlete's enrollment in the team program during any time away, gym fees would still apply. A gymnast cannot maintain the strength and flexibility needed if there are excessive absences. We realize the need for family vacations, the importance of school events, and the desire to participate in other activities that may arise. These absences are acceptable within reason and should be discussed with your gymnast's coach as soon as you are aware of them.
- Please communicate any foreseen vacations or absences that may exceed more than one practice/week with your gymnasts' coach so that the coach can plan accordingly.

## ***Attendance Policy***

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### **Drop Notices:**

- If a gymnast decides to unenroll from the team program there are two options to successfully provide a Notice of Discontinuance to our facility.
  - **Notice of Discontinuance\_Option 1: Parent Portal**
    - Visit our facility's website at "[www.apollogymnastics.com](http://www.apollogymnastics.com)".
    - Select the blue button labeled "Parent Portal". On a desktop computer, it will appear in the upper right-hand corner. On a mobile device, it will appear by activating the collapsed menu icon.
    - Log into the Parent Portal.
    - Select 'My Account', to view your list of students.
    - Under the name of the specified child, select 'Enrollments' to be able to request the Drop.
  - **Notice of Discontinuance\_Option 2: Emailed Notification**
    - Compose an email to "[Billing@apollogymnastics.com](mailto:Billing@apollogymnastics.com)" where you state your child's participation intentions with their program. Please list the full name of the child and include your full name.
- Only a written notice via email to [Billing@apollogymnastics.com](mailto:Billing@apollogymnastics.com) or notification via the Parent Portal will be accepted. Please note: You are responsible for the payment of your student's enrollment whether or not your student physically attends, until the time you provide a Notice of Discontinuance. Please do not rely on your student to verbally provide a Notice of Discontinuance. If a student stops attending their program without any notification provided then that student's account will be charged for an additional 4-week Term. This charge will be for holding the student's place in that class instead of offering that place to a child on the waiting list.
- **Any inappropriate conversations by either the gymnast or parent will not be tolerated.**
- Failure to provide a Notice of Discontinuance is considered a breach of contract and fees will continue to be charged as though your child is still a member of the APOLLO School of Gymnastics program.
- If a notice is given and you change your mind, the notice period immediately expires and your child is automatically reinstated into the team program. Reinstatement into the team program is a restitution of the commitment and policies. To cancel a Notice of Discontinuance you must submit a second email to [Billing@apollogymnastics.com](mailto:Billing@apollogymnastics.com) where you state your request to disregard the previously submitted notice.

## ***Attendance Policy***

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### **Early Drop Off / Late Pick Up:**

- For the safety of our gymnasts there is no unattended drop off more than 15 minutes prior to/or 15 minutes post practice. Gymnasts who arrive early or remain late during business hours will be sent to the Afterschool program and your account will
- be billed \$1 per minute, after an allotted 15 minute grace period. Gymnasts who remain late after the hours of operation will also incur the aforementioned billing in addition to possible suspension from the team program with repeated occurrences.

### **Early Dismissal:**

- For the safety of our gymnasts the coaches may dismiss students earlier than the scheduled time, if the groups are fewer than five participants.

### **Practice Adjustments / Cancellation Notice:**

- In the event that a team practice adjustment or cancellation is deemed necessary families will be notified as soon as possible by email and/or a text message.

### **Practice Closure Dates:**

- APOLLO School of Gymnastics observes the following holidays and in-service days:
  - Labor Day
  - The Thanksgiving holiday week
  - The Pinellas County Schools winter holiday closure
  - Potential Thursdays and/or Fridays preceding competitions
  - Fridays, during competition season, when the APOLLO team has been scheduled to compete
  - Potential Monday following distant competitions
  - Any Monday that follows the State Championships of any level
  - Memorial Day
  - The Fourth of July holiday week
- Day camps may be available during some of the closure dates. All updates can be found at [www.apollogymnastics.com](http://www.apollogymnastics.com).

## ***Billing Policy***

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The team tuition is based on 12 terms of a 4 week participation period. The APOLLO Term Calendar is a resource to better follow the practice dates and scheduled closures.

It is **MANDATORY** that everyone provides an active credit/debit card number, even if your preferred method of payment is check or cash. The credit/debit card can be registered through the Parent Portal at <https://app.iclasspro.com/portal/apollo>. Our system meets all security standards to ensure that your card information is safe. In fact, only the last four digits of the registered credit card are visible in our system.

- Tuition payments will be automatically debited from the card/debit card on file on the last Monday of the current Term and applied to the upcoming Term. Those who wish to pay by check or cash must do so **BEFORE** the last Monday of the Term so it may be credited to your account before charges are automatically taken from your card. If the card on file was not able to process the tuition on the due date or on the 1st practice day of the Term; your gymnast will not be permitted to train out on the floor. If your payment continues to be late, your gymnast(s) will be removed from the roster.
- There are no tuition refunds of the full or a prorated amount for any reason.
- Prorating a monthly tuition to make up for the number of practice days a gymnast has missed is not allowed.
- If your gymnast is increasing or decreasing practice hours, the change in tuition will be effective the Term following your enrollment request. There will be no refunds or credits for a practice schedule change.
- Bounced checks will incur a \$30 NSF fee plus any additional fees that may apply.

### ***Discounts:***

- A 10% discount will be applied to any sibling of an active team member. The sibling discount will be given to the siblings enrolled in a recreation/preschool class or the team member whose tuition is of equal or lesser value.

### ***Delinquent Accounts:***

- The gym reserves the right to process any balance of fees that is present beyond 30 days past the due date to the credit card on file. To prevent the automatic draft of the outstanding balance, a payment plan had to have been both submitted by the client and approved by the Director. **All accounts must be current in order for gymnasts to participate in any competitive event, special event, or Individual Lessons.**

## ***Billing Policy***

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### ***Registration Fees:***

- APOLLO School of Gymnastics members are charged an annual registration fee of \$50.00. This fee is used to offset the costs associated with in-house improvements and the program's administration. When your registration fee is due it will be automatically included and processed to the registered credit card along with the tuition payment.



# ***Choreography***

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Choreography of the Floor and Beam routine is a requirement for all Xcel Gold, Platinum, and Level 6+ Girls Team gymnasts. All choreography is composed by an APOLLO Team Coach, or a pre-approved hired choreographer, and as such remains the property of APOLLO School of Gymnastics.

## **Floor Routines:**

- The gymnast will select three music options for the APOLLO Girls Team coaches to consider. The final selection is based on the gymnast's personality. Once the music has been agreed upon, a choreography time slot will be arranged. A two to four hour block will be scheduled for a new floor routine. A two hour block will be scheduled for a recycled floor routine. Included in the choreography session, the coach will videotape the new routine. This video is very important for the gymnast in the first few weeks because it helps her remember every small pose and dance step. All floor routines are kept for 2 years, unless there are extenuating circumstances. We may make minor changes to the routine for the second year, if necessary, especially if there has been a level change.

## **Beam Routines:**

- Your gymnasts' APOLLO Team will choreograph her beam routine. The beam routine will be instructed during the two - four hour block of time of her floor routine. Or during beam practices, once the floor choreography has been mastered. APOLLO staff will videotape these routines for future reference.

## **Choreography Costs:**

- The parent is responsible for the cost of the routine at the time the session is scheduled. Choreography costs include the music, beam, and floor routine.
  - The first choreographed routine is a recycled routine that is adapted to the personal strengths of the gymnast. The second choreographed routine is a brand new routine that utilizes never before used music and new step arrangements and sequences.
  - Xcel Gold/ Platinum Choreography for first choreographed routine \$300.00.
  - Xcel Gold/ Platinum Choreography for second and after choreographed routines \$400.00.
  - Levels 6 -10 Choreography routines \$400.00.

## **Choreography**

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### **Optional Music and Choreography:**

- A gymnast that levels into an Xcel Gold membership will receive a personalized floor music and choreography routine. Their first choreographed routine is chosen from a selection of recycled routines. All choreographed routines after the first routine are brand new routines.
- The music and choreography is used for two seasons.
- Floor music and choreography cannot be issued if there is any financial balance due to APOLLO.
- The first selection of music will be from our recycled music collection.
  
- **Optional Music and Choreography (continued):**
  - These are instrumental compositions that have already been used by another APOLLO Gymnast.
  - Once a gymnast retires from APOLLO their music/choreography is put into the recycled music selection and can be chosen immediately by any new optionals.

**The music and choreography are property of APOLLO SCHOOL OF GYMNASTICS and CANNOT be used by a gymnast if they leave APOLLO.**

## ***Competitions***

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All gymnasts are recommended to participate in all of the competitions scheduled for their level. We realize that sometimes a missed meet cannot be prevented. Our goal in choosing competitions is to find those that offer the best value and are the most competitive for our gymnasts and team. Coaches decide what competitions the team will attend and what events and levels the athletes will compete.

APOLLO School of Gymnastics attends two kinds of meets: In-House and Travel meets.

- Xcel Bronze team members will attend In-House meets and the local Travel meets.
- Xcel Silver team members and Levels 6-10 will compete in In-House, local Travel meets, and out-of-state Travel meets (to prepare for regional and national competitions).

### **Competition Requirements:**

- All gymnasts' APOLLO accounts must not reflect a zero dollar balance at the time of a competition.
  - Your child will forfeit their ability to participate in the registered competition and will enter a 'scratch' status if there is a past-due balance on the account.
- All gymnasts must have a current USA Gymnastics membership.
- All gymnasts are expected to attend to the meets and any other function in proper attire, according to their competitive level.
  - Xcel Bronze = Apollo Team Leotard + Apollo Team Jacket + black leggings + black socks + black slider sandals.
  - Xcel Silver = Apollo Team Leotard + Apollo Team Jacket + black leggings + black socks + black slider sandals.
  - Xcel Gold = Apollo Upper Level Competition Leotard + Apollo Team Jacket + black leggings + black socks + black slider sandals.
  - Xcel Platinum = Apollo Upper Level Competition Leotard + Apollo Team Jacket + black leggings + black socks + black slider sandals.
  - Level 7 through 10 = Apollo Upper Level Competition Leotard + Apollo Team Jacket + black leggings + black socks + black slider sandals.
- All gymnasts representing APOLLO School of Gymnastics at any function will wear the current team attire.
- No meet attire may be worn for daily practice in the gym as they need to remain unimpaired and clean for competitions. The exception to this is the Apollo Team Leotard which can be worn on Fridays.
- It is the responsibility of any Xcel Gold and higher level team members to have her own grips and any other necessary equipment for meets. If they do not have their grips they will be scratched from the Bars event.
- Warm-Up suits and any other necessary attire and equipment must fit neatly in the APOLLO duffel bag during competition.

# Competitions

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## **Competition Requirements (continued):**

- All food and drink must be contained in an APOLLO duffel bag during competition. The coach will advise the gymnasts when they are permitted to eat their snack. Only nutritious and non-messy snacks may be sent in the bags for the competition. Suggestions are: water (not sugared/colored drinks), string cheese, pretzels, cheerios, chex mix, bagels, and fruit slices.
- Each gymnast must also carry their own pack of hand wipes for use after any food consumption.
- If a gymnast requires taping for an injury she must arrive early to the meet for the coach to be able to give the attention needed to tape them properly.
- Gymnasts must be able to perform all skills safely, the week of the competition, in order to compete those skills at the upcoming competition.
  - If a gymnast is not able to perform the required skills the gymnast may be assigned another skill to compete or they will be scratched from that event, for the upcoming competition. If a gymnast is scratched from one event, they are required to participate in the other events.
- Gymnasts will perform all skills during the warm up of the competition.
  - If a gymnast is not able to perform the required skills the gymnast will be scratched from that event during the competition and is still required to compete in the other events.
- Any monies awarded through competition season will be placed in the equipment fund. Money in the equipment fund will be used to enhance the APOLLO Team program throughout the season.
- **ARRIVE ON TIME**, stay through the completion of the awards ceremony, and be courteous to all gymnasts. If an APOLLO Gymnast must leave early, they must leave before the awards ceremony begins. Any award earned to any gymnast that is not present for the awards ceremony will be presented to the member at the gym during the following week. Any gymnast leaving after receiving their individual award(s), but before team awards, may be scratched from the next meet.

## **Competition Travel:**

- Families are responsible for all travel arrangements and expenses.
- Parents are responsible for transportation of their athletes to all meets.

## **Competition Supervision:**

- Gymnasts will be returned to their parent/guardian immediately following competitions or exhibitions, unless otherwise notified by the coaching staff.
- Gymnasts are not permitted to go to their parents during the competition unless it is for a medical reason.
- At overnight stays all gymnasts must have a parent/guardian staying in their hotel room.

## **Competitions**

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### **Competition Supervision (continued):**

- Members of Team APOLLO may not share a room and board with coaches or staff of APOLLO School of Gymnastics. The only exception to this rule is if an APOLLO Team Coach is the parent of an APOLLO Team member. In such a case, the APOLLO Team Coach and gymnast may not room and board with other APOLLO Team members and their families. However, they may room and board with other APOLLO staff.

**USA Gymnastics Membership Fee:** All gymnasts competing must purchase an annual membership in USA Gymnastics. Membership fees are set by USA Gymnastics and purchased by the athlete's family through [www.usagym.org](http://www.usagym.org). As a reference, the current fee for an athlete's USAG membership is \$75.00.

### **Competition Entry Fees:**

- Competition entries fees are the monies APOLLO pays to the company/gym hosting the meet. Each competition designates the competition's entry fee and is a set price per level.
- It is recommended that athletes participate in all of the scheduled competitions for the season, however, APOLLO team members may choose which meets they prefer to attend from the provided list of scheduled meets.
  - The total cost of the Competition Entry Fees is dependent on the amount of competitions chosen.
- The designated Competition Schedule and Competition Agreement can be found at [www.apollogymnastics.com/team](http://www.apollogymnastics.com/team)
  - The Competition Schedule and Competition Agreement lists the dates of the competitions, the entry fee of each competition, as well as the deadline to register for each competition.
- Registration to a competition is done through the APOLLO Parent Portal.
  - All competition registrations must be completed by the listed deadlines.
  - Only athletes that have registered through the portal by the listed deadline will be entered into the competition.
- All tuitions must be current in order for the registration to a competition to be authorized.
  - If your account is reflecting a past-due balance at the time of the competition registration then the registration payment will be used towards the past-due balance and your gymnast will not be entered into the competition.
  - If your account is reflecting a past-due balance at the time of a competition, your child will forfeit their ability to participate in the registered competition and will enter a 'scratch' status.
- If meets are added to the schedule after the fees are set, an increase in fees will occur. We try not to do this, but sometimes gyms add meets to the schedule later. We will always try to give our gymnasts the best choice of meets.

## **Competitions**

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### **Competition Entry Payment Schedule:**

- The meet entry payment schedule is based on the due dates set by the director of the competitions.
  - The Competition Entry due dates range from November through January.
  - All due dates can be found a [www.apollogymnastics.com/team](http://www.apollogymnastics.com/team)
  - Entries are processed by each family through the APOLLO Parent Portal at <https://app.iclasspro.com/portal/apollo>

### **Team Fees:**

- The APOLLO Team Fee is the total cost of shared expenses for the competition season.
- The Team Fee costs are not affected by the number of athletes attending.
- The Team Fee includes:
  - Each team entry for the competition. A team entry is the division of the competition where each team of a level competes against the other teams to rank the teams within said level.
  - The travel costs for the coaches.
  - The coaching expense of the coaches participation during each session of the competition.
- The Team Fee is calculated by dividing the total cost of the competitions' shared expenses by the total number of athletes assigned to attend each competition.
- The Team Fee is not dependent on the number of competitions attending.
  - The Team Fee remains the same no matter how many competitions you choose for your gymnast to attend.
- The Team Fee is due by the designated date listed on the Competition Calendar and Competition Agreement.
  - Payment can be made in installments prior to the due date.
  - Authorization for the Team Fee payment is recognized and approved by your child's active enrollment in the Girls Team Program, as of the date of the Team Fee payment deadline.
  - Those who wish to pay by cash or check must do so before the scheduled payment due date so it may be appropriately applied to your account. If we do not receive your payment before the due date, fees will be automatically processed from the credit card registered on your account. Again, it is mandatory that everyone has an active credit/debit card number associated with their account.

**Delinquent Accounts:** If, for some reason, we are unable to charge the card on file and meet payments or monthly tuitions are not paid on time, your gymnast will not be permitted to compete. If this occurs you are still held responsible for the **full** meet payments, including any and all missed meets.

## ***Practice and Competition Attire***

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### **Girls' Team:**

- All gymnasts are expected to wear their hair in the correct fashion. Specifications are indicated below. It is important that the hair be secure enough that it does not fall out during practice or competitions (as judges can deduct points for this).
- No nail polish of any kind may be worn for any level competition.
- No fake nails at practice or competitions.
- The only jewelry allowed is one pair of small stud earrings.
- All bras and undergarments must not show or hang out from leotards.

### **Xcel Bronze:**

- Competition Attire
  - APOLLO Team Leotard, APOLLO Team Jacket, black capri leggings, black socks and black slider sandals.
  - Hair must be pulled back off their faces in braids or in a bun. No ponytails or hair styles that are loose.
  - No jewelry.
  - Only one set of stud earrings is allowed.
- Practice Attire
  - On Tuesdays the gymnasts can wear any form fitting leotard or unitard.
  - On Thursdays the gymnasts will wear their APOLLO Team Leotard.
  - Biker shorts are allowed during practice.
  - Leggings and loose fitting shorts are not allowed to be worn during practice.
  - Shirts and sweatshirts are not allowed to be worn during practices.
  - Red Ankle Belt
    - The belt helps signify what level of skills each gymnast is working.
    - The belt also visually aids in the verification of the gymnast's dominant leg.
    - Additional Ankle Belts are available for purchase if the complimentary one is lost or misplaced.
  - Hair should be pulled back in a manner that it is not on the shoulders of the gymnast, in the gymnast's face, or longer than the gymnast's arm length when upside down.
- The APOLLO Team Leotard will also be worn at all competitions, In-House meets, demonstrations, special events, and camps.
- Gym bags are optional during practices and required for competitions. The gym bag for competitions must be the APOLLO branded gym bag.

## ***Practice and Competition Attire***

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### **Xcel Silver:**

- Competition Attire
  - APOLLO Team Leotard, APOLLO Team Jacket, black capri leggings, black socks and black slider sandals.
  - Hair must be pulled back off their faces in braids or in a bun. No ponytails or hair styles that are loose.
  - No jewelry.
  - Only one set of stud earrings is allowed.
- Practice Attire
  - On Mondays and Wednesdays the gymnasts can wear any form fitting leotard or unitard.
  - On Fridays the gymnasts will wear their APOLLO Team leotard.
  - Biker shorts are allowed during practice.
  - Leggings and loose fitting shorts are not allowed to be worn during practice.
  - Shirts and sweatshirts are not allowed to be worn during practices.
  - Blue Ankle Belt
    - The belt helps signify what level of skills each gymnast is working.
    - The belt also visually aids in the verification of the gymnast's dominant leg.
    - Additional Ankle Belts are available for purchase if the complimentary one is lost or misplaced.
  - Hair should be pulled back in a manner that it is not on the shoulders of the gymnast, in the gymnast's face, or longer than the gymnast's arm length when upside down.
- The APOLLO Team Leotard will also be worn at all competitions, In-House meets, demonstrations, special events, and camps.
- Gym bags are optional during practices and required for competitions. The gym bag for competitions must be the APOLLO branded gym bag.

### **Xcel Gold & Xcel Platinum:**

- Competition Attire
  - The APOLLO Upper Level Competition Leotard, the APOLLO Team Jacket, black capri leggings, black socks, and black slider sandals.
  - Hair must be pulled back off their faces in braids or in a bun. No ponytails or hair styles that are loose.
  - No jewelry.
  - Only one set of stud earrings is allowed.
- Practice Attire
  - On Mondays, Tuesdays, and Wednesdays the gymnasts can wear any form fitting leotard or unitard.
  - On Fridays the gymnasts will wear their APOLLO Team Leotard.
  - Biker shorts are allowed during practice.
  - Leggings and loose fitting shorts are not allowed to be worn during practice.



## ***Practice and Competition Attire***

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### ***Xcel Gold & Xcel Platinum Practice Attire (continued):***

- o shirts and sweatshirts are not allowed to be worn during practices.
- o Tan Ankle Belt (Xcel Gold) and Pink Ankle Belt (Xcel Platinum)
  - The belt helps signify what level of skills each gymnast is working.
  - The belt also visually aids in the verification of the gymnast's dominant leg.
  - Additional Ankle Belts are available for purchase if the complimentary one is lost or misplaced.
- o Hair should be pulled back in a manner that it is not on the shoulders of the gymnast, in the gymnast's face, or longer than the gymnast's arm length when upside down.
- Members are also required to purchase and wear the APOLLO Team Leotard for their participation in In-House meets, demonstrations, special events, and camps.
- Gym bags are optional during practices and required for competitions. The gym bag for competitions must be the APOLLO branded gym bag.

### ***Level 7 - 10:***

- Competition Attire
  - o The APOLLO Upper Level Competition Leotard, the APOLLO Team Jacket, black capri leggings, black socks, and black slider sandals.
  - o Hair must be pulled back off their faces in braids or in a bun. No ponytails or hair styles that are loose.
  - o No jewelry.
  - o Only one set of stud earrings is allowed.
- Practice Attire
  - o On Mondays, Tuesdays, and Wednesdays the gymnasts can wear any form fitting leotard or unitard.
  - o On Fridays the gymnasts will wear their APOLLO Team leotard.
  - o Biker shorts are allowed during practice.
  - o Leggings and loose fitting shorts are not allowed to be worn during practice.
  - o Shirts and sweatshirts are not allowed to be worn during practices.
  - o Purple Ankle Belt (Level 7) and Upper Level Designated Colored Ankle Belt
    - The belt helps signify what level of skills each gymnast is working.
    - The belt also visually aids in the verification of the gymnast's dominant leg.
    - Additional Ankle Belts are available for purchase if the complimentary one is lost or misplaced.
  - o Hair should be pulled back in a manner that it is not on the shoulders of the gymnast, in the gymnast's face, or longer than the gymnast's arm length when upside down.
- Members are also required to purchase and wear the APOLLO Team Leotard for their participation in In-House meets, demonstrations, special events, and camps.

## ***Practice and Competition Attire***

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### ***Level 7 - 10 Practice Attire (continued):***

- Gym bags are optional during practices and required for competitions. The gym bag for competitions must be the APOLLO branded gym bag.

### ***All Levels:***

- We strongly advise every level gymnast to purchase a gym bag in order to store and carry their personal items. Gym bags are optional during practices and required for competitions. The gym bag for competitions must be the APOLLO branded gym bag.
- All gymnasts should attend the awards ceremonies and stay for the entire duration.
- Gymnasts should wear their level based team uniform at all times.
- Leotard sleeves are not permitted to hang down beyond the cuff of the APOLLO Team Jacket.

## ***Injuries and Medical Issues***

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All injuries will be handled on an individual basis. As each injury is unique, so will be the solution and follow up. There are however a few constant policies.

- Injured athletes are expected to be at every practice unless advised not to by a medical professional. When an athlete becomes injured it is our goal to concentrate on the areas of the body or the areas of training that we can improve while the gymnast is recovering. This philosophy is vital to staying on top of the game.
- If the injury is serious enough to miss practices, then your child should see a specialist, i.e. an orthopedic specialist. For our records you will need to submit medical documentation from the specialist identifying the injury and treatment and a doctor's release to return to practice. Notes from a pediatrician or a general practitioner will not be accepted.
- Any injury sustained by a gymnast should be brought to the attention of The Girls Team Program Leader and the gymnast's Level Coach.
- The gym staff is not permitted to medically care for an athlete's personal medical condition(s). Gymnasts with any special needs due to medical conditions, such as asthma, etc., must be responsible enough to be able to take care of those needs independently or with the assistance of their parents/guardians. APOLLO staff and its coaches are not able to administer gymnasts' medications, treatments, or necessities. Nor will they be responsible in reminding gymnasts of their medical protocol. All medical conditions should be notated in the student profile on the APOLLO Parent Portal.
- There are no financial credits or refunds issued for any absence incurred, whether or not it is medically related. The Team program does not offer Makeup training days or a prorated tuition for any absences throughout the enrollment period.

## ***Solicitation of Products or Services Policy***

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There may be no solicitation of products or services on location at APOLLO School of Gymnastics by any parent, children, or staff. APOLLO does not permit in house services or outside services to parents as they can cause favoritism in the program with families and children. APOLLO employees cannot engage in “care for hire” or any employment by or for past client families of APOLLO while currently employed by APOLLO, or for 18 months after their last day of employment. Families that violate this policy may be subject to termination of services.

It is considered inappropriate for parents and clients to solicit our staff to work for them either in their business or home. APOLLO staff are prohibited from providing off-campus services for any parent or child affiliated with APOLLO School of Gymnastics. These services specifically include:

- Babysitting services
- Tutoring services
- Driving children other than their own to or from the APOLLO facility or APOLLO events in personal vehicles.
- Individual or group lessons done outside of the APOLLO facility.

## ***Camps, Exhibitions, and Individual Lessons***

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### ***APOLLO Team Camps:***

- The **APOLLO Team Camps** are **voluntary camps** for all of our Girls' Team members. It is beneficial for them to attend.
- During the camps the gymnasts learn new skills and perfect skills they already have.

### ***Region 8 Training Camps:***

- Region 8 training camps are out-of-state opportunities for Level 7 through Level 10 team members that qualified to regionals.
- Your gymnast must be specifically invited to attend these camps.
- Region 8 camps help to support our regional gymnasts and they promote team building within the region.

### ***Non-APOLLO Training Camps:***

- Due to the vast differences in training progressions and teaching methods APOLLO Team members are not allowed to attend any training (i.e. camps, clinics, lessons) at any private local gymnastics facility.
- APOLLO team members are welcome to attend any University or Sleepaway Camps.

### ***Exhibitions and Special Events:***

- Exhibitions and Special Events are approaches that APOLLO takes in order to strengthen our community involvement. These include:
  - Parades, school performances, and local business exhibition events.
- Gymnasts are required to wear their APOLLO Team Leotard uniform to these functions.

### ***Individual Lessons:***

- Individual lessons, gymnastic classes, and/or Open Gyms with non-APOLLO staff is prohibited. Every gym has different teaching techniques and can hinder the learning progression that is designed specifically for your gymnast.
- Individual Lessons can only be scheduled if there are no outstanding balances on your account.
- Individual Lesson fees are: \$60 for a one-hour and \$30 for a 30 minute block, per 1 gymnast.
- Requests and registrations for individual lessons will be done through the APOLLO Parent Portal.

## ***Athlete's General Conduct and Rules***

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Any behavior or attitude in a practice or a competition that is having an adverse effect on the team will be grounds for removal from practice or competition. Any recurrences of these behaviors will result in the gymnast being removed from the team permanently.

***Social Media:*** There is a no tolerance policy regarding negative comments on social media sites by parents or athletes in reference to APOLLO School of Gymnastics, its coaches, its gymnasts, or staff members. Derogatory comments made on any source of networking sites, by parents or gymnasts, will result in immediate termination from our team program. Parents are encouraged to monitor their gymnast's behavior on social media sites to ensure this policy is followed.

**Remember, each of you represents the APOLLO School of Gymnastics. We expect you to be courteous and respectable of each other, the coaches, and guests.**

### ***Lockers/Cubbies:***

- Lockers are the property of APOLLO and as such may be opened at any time by gym staff. Lockers should be kept neat and free of all debris or defacement. Nothing is to be stored in the locker overnight. The use of locks on the lockers is not permitted. The locker room must remain clean. All water bottles will be kept in the gym area and placed in bins next each event as the gymnasts rotate.

### ***Training Attire:***

- Gymnasts must wear proper leotards for practice.
- Gymnastic shorts are optional. No leggings or loose pants allowed.
- Hair must be pulled off the face and securely fastened for practice. Please remember that you are required to send your gymnast to practice with her hair combed up and away from her face unless she is able to comb her own. No bangs hanging in the face.
- Please take pride in your appearance and take care of your gymnast's safety.
- Gymnasts are required to have their ankle belt on at practice. If a gymnast attends practice without her belt a new belt will need to be purchased for that practice.
  - Automatic purchase of new belts for \$5 will be charged to the card on file.
- No jewelry.
- No food, gum, or drinks (except water) will be permitted out on the gym floor. Please bring only nutritious snacks to eat during these times. No candy, pop, and greasy foods for snacks. It is a grand assistance to consistently remind your child that the gym is shared by all and it's only as nice as you keep it.
- Only practices over 3 hours require a break. Only gymnasts participating over 3 hours will have a scheduled snack time.
- Please clean up after yourself.

## ***Parent's General Conduct and Rules***

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### **Behavior Policy:**

- Behavior of the parents at competitions, camps, clinics, etc is a reflection on our gym as well as a reflection on our gymnasts. Please maintain integrity in your conversations at all gym related functions. We encourage our team parents to sit together at meets, and any functions, to form a more unified team and help support team morale. Cheering for your child and the other gymnasts is appreciated, however please do not attempt to get the attention of your gymnast during meets. We want gymnasts to focus on the meet and listen to the directions given to them by the coaches.
- It is possible that a gymnast will have to leave our program because of the actions or inactions of his/her parents. While we never want to punish a gymnast for the actions of their parents, we will not tolerate parents who by their words or actions do not support the policies and values of our team program.

### **Communication Policy:**

- Please check your emails for up to date information on the Girls Team Program. We use the email system as our main form of communication. It is your responsibility that you ensure you have the most current email address on file with us so you can stay informed.
- Communication with the APOLLO Team Program Leader and your gymnast's Level Coach will be done through scheduled in person meetings, by email, or by calling APOLLO's landline at 727-447-2108.
  - APOLLO will also send out information updates through our one way text messaging feature.
    - The messages are sent from our operating system to the families. Families are not able to respond to the text messages.
  - The only allowed form of personal cell phone communication is with the owner and directors. Parents are not allowed to have any APOLLO staff members personal cell phone number nor are they allowed to communicate with any APOLLO staff through the staff's personal phones.
- Personal contact and meet ups outside APOLLO property or functions are not permitted between Families and APOLLO staff.
- Failure to follow the communication guidelines may result in dismissal from APOLLO School of Gymnastics.

## ***Parent's General Conduct and Rules***

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### ***Lobby/Viewing Area Policy:***

- Parents are not permitted beyond the viewing/lobby area. Not only can this be unsafe but it takes time away from coaching. If you need to communicate with your gymnast or a coach, please notify the office staff and they will assist you.
- All derogatory comments made on gym premises in regards to APOLLO School of Gymnastics, its Families and its programs will not be tolerated. If it is reported, the parent will receive a verbal warning. If this behavior continues the gymnast will be excused from our program and their facility membership will be revoked.
- Do not coach your gymnast while in the gym. Safety is our priority. Do not verbally address your child during her training sessions. If you need to communicate with your child please speak with front office staff for assistance.
- Any concerns should be brought to the attention of the Girls Team Program Leader or Director.

### ***Gymnastics Training at Home:***

- If your gymnast is practicing at home, please check with her coach(es) on training suggestions and methods.
- Do not force your gymnast to practice at home.

### ***Additional Policies:***

- Pay your gymnast tuition and meet fees on time.
- Bring your gymnast to practice on time and pick up from practice on time.
- Ensure your gymnast gets enough sleep and enough proper nourishment.



## ***Frequently Asked Questions***

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### ***1. What does USAG mean?***

It stands for USA Gymnastics. It is a governing body for the sport of gymnastics in the United States. USAG sets the rules and policies that govern gymnastics in this country. In order to compete in USAG meets gymnasts must be a USAG member. USAG has two main programs: the Development Program made up of the Xcel Levels, Levels 1-10, and the Elite program which encompasses the international and Olympic level of athletes. APOLLO School of Gymnastics is a USAG gym. The meets at which we compete are USAG meets.

### ***2. Once my child has been invited to the Girls' Team Program, what do I need to do?***

Initially, your gymnast will receive an invitation to attend 1 team practice along with a team information flyer. This allows your daughter to participate in a team practice so that you and her may better understand what is involved in becoming part of a gymnastics team before making your final decision. It also gives the coaches an opportunity to evaluate the new gymnasts and make a final determination. If you and your daughter decide to join the team program you will be emailed the team schedules, fees, meet information, and team handbook. Please read your handbook as it contains important information that you need to familiarize yourself with. If you have any questions, please feel free to ask. We understand that you are new to the world of competitive gymnastics and, therefore, no question is a silly one!

### ***3. How are meets judged?***

Often parents will be surprised at a score or the color ribbon given to their gymnast for an event she has performed at a meet. Having no falls on beam does not necessarily ensure that a gymnast will be getting a high score or a blue ribbon. The judges are judging many elements in a routine, i.e., body position, pointed toes, straight legs, the degree of a turn, how well a skill is performed. Yes, you may find a certain amount of bias in judging, yet for the most part, judges do try to remain objective when scoring. For additional information, please follow the USAG Parent Link: [www.usagym.org](http://www.usagym.org)

### ***4. Can I miss a competition?***

See the handbook pages "Attendance Policy" and "Meet Fees".

## ***Frequently Asked Questions***

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### ***5. How far in advance will we know when our gymnast is scheduled to compete in the upcoming competitions?***

Initially, you are given meet schedules with dates for the entire weekend of the meet. Due to the process involved in hosting a meet, we usually do not know when each level is competing until about one or two weeks before the meet. There is a deadline all gyms are given in which to register their gymnasts for a meet. Nothing can be scheduled until after that deadline when the host gym has a final count of all those who will be participating at each level. Only then can the host gym begin to figure out scheduling and how gymnasts will be grouped, considering, too, special requests for certain times. Finally, the host gym sends out the information to the participating gyms. If there are conflicts once the schedule is received, then there is further communication between gyms before anyone is notified of the schedule. APOLLO will distribute meet schedules to you as soon as we get the finalized schedules. Please do not distribute or accept the meet schedule as it appears on websites as it may not be the final schedule. Parents should **NOT** call the host gym to inquire about the meet schedule or about any other meet information. Any questions that you have about the competition should be addressed through your coach or office staff. This is normal industry protocol. Regarding your hotel reservation, families typically make the reservation as though they are staying Thursday, Friday and Saturday nights. Then they adjust the reservation as soon as they know the meet schedule. Always take heed of the hotel cancellation policy.

### ***6. Do competitions charge admission?***

Usually all the competitions charge an admission price for spectators. Gymnasts are covered by their entry fees. Fees typically range from \$10 - \$25, some also offer weekend passes. Just remember **the door entry is typically cash only!**

### ***7. Is there team practice during the summer?***

Yes. For more information see the handbook pages "Attendance Policy" and "Progressions and Mobility Through Levels". Team camps are also scheduled during the summer.

### ***8. When is our team commitment done?***

Gymnastics is a year-round sport. Once your child has enrolled onto team/pre-team, your child is considered an active member of the team program until we receive a Notice of Discontinuance stating that you are withdrawing. The only acceptable form of submitting a Notice of Discontinuation is to send your participation intentions to [billing@apollogymnastics.com](mailto:billing@apollogymnastics.com) or via your Parent Portal account. **APOLLO staff members cannot accept a verbal notice of discontinuation on your behalf.** Until your written notice of cancellation is received, you agree to pay for your child in their registered program. It is your responsibility to familiarize yourself with the billing procedure and submission timeliness (detailed below).

## ***Frequently Asked Questions***

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### ***8. When is our team commitment done? (continued)***

- If the notice is dated before the first facility day of the upcoming Term, your account will not be liable for the upcoming Team tuition payment. If the notice is received on or after the second facility day of the Term, your account will not be eligible for a refund or credit.

### ***9. If I have additional questions, whom shall I ask?***

If you have specific questions about your gymnast's skills and progress in the gym, you should schedule a meeting to talk with your gymnast's coach. The office staff can assist you in scheduling a meeting with the coach if needed. If you have any other questions not covered here, the Team Program Leader or one of the Directors are here to help you. Remember, no question is a silly one!

## ***Forms & Important Websites***

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All information such as yearly calendar, schedules, forms and documents are available at APOLLO's website at [www.apollogymnastics.com](http://www.apollogymnastics.com).

### ***Important Websites:***

- APOLLO School of Gymnastics
  - [www.apollogymnastics.com](http://www.apollogymnastics.com)
  
- APOLLO Parent Portal
  - Website to register for APOLLO services such as team classes, competitions, individual lessons.
  - This is also the site to update student and family information.
  - [app.iclasspro.com/portal/apollo](http://app.iclasspro.com/portal/apollo)
  
- USA Gymnastics
  - Governing body of competitive gymnastics.
  - Website to register for USA Gymnastics membership to compete.
  - [www.usagym.org](http://www.usagym.org)
  
- USA Gymnastics - Florida
  - Page to find most current information regarding rules, policies and competition calendar for the state.
  - [www.usag-fl.org](http://www.usag-fl.org)
  
- USA Gymnastics - Region 8
  - Page to find most current information regarding rules, policies and competition calendar for our region.
  - [www.region8gymnastics.org/](http://www.region8gymnastics.org/)

## ***Team Handbook Acknowledgement***

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By receiving the emailed copy of the APOLLO Team Handbook I agree to read and fully understand that these policies are important information regarding APOLLO School of Gymnastics. If at any time I have questions regarding these policies, I should consult a member of the management team.

My relationship with the APOLLO School of Gymnastics is voluntarily entered into and is subject to termination by me or APOLLO at will, with or without cause, at any time that either APOLLO or I believe such action is appropriate. Such termination shall be subject to all the policies relating to termination of services.

I acknowledge that I have received, read and understand the policies contained in the APOLLO Team Handbook. I further agree to comply with these policies and to any provisions that are incorporated herein by reference or addendum.