



## Member Handbook

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## Club Organization

### Board of Directors

AGC is a not-for-profit organization run by a volunteer Board of Directors composed of Parent Members who are elected by AGC Members at the Annual General Meeting.

The Board is responsible for the overall governance of the Club. The Board of Directors meets regularly to review and oversee Club policies, business, and financial issues or concerns.

The Board is led by the President of the Board: [boardofdirectors@altadoregym.com](mailto:boardofdirectors@altadoregym.com)

### Administrative Staff

The Administrative Staff are responsible for the day-to-day financial operation of the Altadore Gymnastic Club. They are responsible for all matters relating to the financial operations of the facility and ensuring the Club is run as an economically viable business.

Our Administration Staff is led by our Executive Director: [shannon@altadoregym.com](mailto:shannon@altadoregym.com)

### Coaching Staff

AGC's coaching staff is committed to working with their athletes individually and in groups to develop safe and technically sound gymnasts while encouraging them to be successful in both competition and training.

For each of our programs, the coaching staff consists of a Head Coach, supported by a team of coaches. The coaching teams are responsible for the technical aspects of their entire Program and determine the following matters:

- Meet level of athletes
- Training groups and training schedule changes
- Meet calendar and schedule
- Athlete discipline
- Meet training suit

Coaches are responsible for monitoring and evaluating gymnasts to ensure athletes are physically and mentally prepared for the requirements of their level. Changes in training, competing, and coaching for your athlete are at the discretion of your child's coach and the Head Coach.

Our InterClub Program is led by Melina Illodo:

[interclub@altadoregym.com](mailto:interclub@altadoregym.com)

## What is InterClub?

InterClub is a recreational program for athletes who want more of a challenge without the commitment of a Meet program.

The InterClub Team trains twice per week from September until the end of June. This program offers optional summer training for the athletes.

InterClub athletes can attend 'Fun Meets' throughout the year; athletes will be given the opportunity to showcase their routines and, at the end of the meet, are given fun awards.

It's important to note that the InterClub program is not a feeder program to Women's Artistic Gymnastics (WAG). Our aim with InterClub is to offer a fulfilling gymnastics experience that focuses on skill development, teamwork, and personal growth, without the pressure of progressing to higher Meet levels.

This structure allows participants to enjoy the sport at their own pace and according to their personal gymnastics goals.

## How are Athletes Selected?

Athletes are initially selected for our program through a tryout process every spring, contingent upon the availability of spots within the program. Tryouts are conducted on an ongoing basis throughout the year if spots become available. Selections during these periods are made based on the order of our waiting list, ensuring a fair opportunity for all interested athletes

## What is the AGF Insurance fee for?

To ensure compliance with the Alberta Gymnastics Federation, there is a mandatory insurance fee along with a small AGC membership fee that is charged to every athlete. This fee is valid from July 1 to June 30. The Developmental AGF Fee for 2026-2027 is \$135.00.

AGF Members are eligible for reimbursement of medical expenses related to injuries sustained during an AGF sanctioned activity. This coverage comes into effect once the participant's primary benefit package (such as Alberta Health Care coverage) has been exhausted.

Immediate expenses directly associated with the injury, such as ambulance fees, air casts, crutches, and other out-of-pocket costs, may also be covered under this insurance.

## What are the Refund Policies?

**\*\*NO REFUNDS\*\*** without a Doctor's note after the second class.

Withdrawals for other circumstances will be credited to your online account.

In the case of a major shutdown, your account will be credited for the cancelled classes and no additional payments will be charged until we reopen.

No credits, refunds, or makeup classes will be given for missed classes due to sickness, vacations, etc.

No credits/refunds can be given for the AGF Insurance fee after the second class.

AGC reserves the right to cancel or change classes based on class size and coach availability.

Refunds WILL be given for classes that don't run.

## How Many Meets will InterClub Attend?

We typically attend five events each year. These are:

- Frosty Flip in Calgary
- Hay City Classic in Olds
- Rec Rock in Calgary
- Canmore Illusions Fun Meet in Canmore
- Rocky Mountain Tumble in Fernie, BC

This list is based on previous year, but may change based on what is held this Season and if a Team as large as ours can be included.

It's important to note that attendance at these meets is completely optional and comes with an additional cost. No meet is required to be attended, allowing flexibility for our gymnasts and their families to choose based on their interest and availability.

## Summer Expectations

The InterClub program is structured as a 10-month program, running from September to June. We understand the importance of flexibility during the summer months. Therefore, we offer optional summer training in July and August. Athletes can choose to train for one month, both months, or opt not to train during the summer at all.

Please note that our summer training schedule is reduced to once a week, compared to the regular twice-a-week sessions during the school year. This lighter schedule allows gymnasts to maintain their skills while enjoying a more relaxed pace over the summer.

## What do the Group Numbers Mean?

The group number assigned to an athlete in our InterClub program does not reflect their skill level. Instead, these group assignments are primarily made based on logistical factors such as scheduling, age compatibility, and group size to ensure a cohesive training environment for all participants.

## Will my Athlete's Routine Change Throughout the Season?

In gymnastics, especially at the recreational and InterClub levels, routines are designed to develop an athlete's skills progressively and safely. Changing routines frequently could hinder this progression and potentially compromise safety. Here's why consistency is important:

**Skill Mastery:** Gymnastics routines are structured to help athletes master a set of skills thoroughly. Continual practice of the same routine allows gymnasts to refine their techniques, improve their confidence, and increase their stability during performances.

**Safety:** Consistent practice of a routine ensures that athletes are well-acquainted with the movements, reducing the risk of injury that could come from attempting unfamiliar elements under Meet pressure.

**Progress Evaluation:** By maintaining the same routine, coaches can more effectively track progress and make precise adjustments to help each athlete improve. It also allows for setting clear benchmarks for athletes to achieve before advancing to more complex skills.

**Meet Preparedness:** Meets often require routines to meet specific criteria and include certain elements. Keeping the routine consistent throughout the season helps ensure that athletes are fully prepared and can perform with confidence under Meet conditions.

Our goal in the InterClub program is to ensure that each gymnast can perform their routine with the highest degree of proficiency and safety. Changes to routines are considered carefully and implemented strategically to align with the athlete's development and the Meet season.

## Can My Athlete Take a Couple Months off?

The InterClub program relies on consistent participation to manage group dynamics, coaching resources, and program costs effectively.

Here's why it's important for families to maintain their commitment throughout the season, even during vacation periods:

**Resource Allocation:** When families commit to the program for the season, it allows us to allocate the right amount of coaching resources and space to ensure a quality experience for all participants. This includes securing gym time, equipment, and consistent coaching staff.

**Team Cohesion:** Gymnastics, even at the recreational level, involves a team dynamic where athletes often develop together and support each other's progress. Intermittent attendance can disrupt this dynamic and affect the experience for other team members.

**Program Costs:** The costs associated with running the InterClub program are not solely based on attendance but also on the resources committed for the entire season. These expenses continue regardless of individual attendance, which is why fees are not paused during short-term breaks.

**Fairness and Commitment:** To maintain fairness among all families, it's important that everyone adheres to the same commitment standards. This ensures that all athletes have equal opportunities and resources throughout their training season.

If an athlete chooses to drop from the InterClub program their spot will be offered to another family on the waiting list quickly, as there are many athletes who want these spots.

## Fundraising

As a non-profit organization, Altadore Gymnastic Club offers fundraising initiatives throughout the year that will help both the Club and Families. AGC uses these funds to raise money for new equipment and to off-set the price of Coaches attending Meets and for general funds to help the Club operate. We urge families to help the Club as much as possible by participating in these Fundraisers.

There will be no refunds for Fundraisers, or modifications after submitted.

### Family Fundraisers

Throughout the year, a number of campaigns will be made available as an option for members to fundraise for AGC and reduce fees. These are called Family Fundraisers and include things like Coupon Books, Cookie Dough, Poinsettias, etc. These fundraisers are completely optional. PROFIT (not the selling price) from Family Fundraisers is split: 60% for the family account and 40% for the gym. Credit is non-refundable and may be used for any fees due.

## **Club Fundraisers**

Certain fundraisers and activities are held each year for the Club's benefit. These may include events like a Silent Auction, our Casino (around every 18 months), and any additional raffle items we procure, such as Flight Tickets, Trampolines, etc. We may organize additional Club Fundraisers throughout the year for specific needs.

## **Meet Entry Fees**

Meet entry fees are the responsibility of the family. Fees typically range from \$85 - \$150 and will include a small AGC travel fee of \$15-40 for all out-of-town Meets. This is to help offset the Club's cost of coaches' travel for the entire season, not just the individual meet.

You will be invoiced in advance for each individual Meet your child has been selected to attend. These invoices must be paid prior to the deadline set by Altadore for your child to be registered. If you have not paid the registration fee by the deadline, it will be taken off the card on file, unless alternative arrangements have been made with the Program Head Coach or Operations Coordinator.

If a Meet is cancelled due to unforeseen circumstances, Families will be refunded the amount that the host Club refunds AGC. Some Clubs might incur un-refundable costs and deduct that from the Meet fee.

### **Travel Hint**

Often the actual Meet schedule doesn't get released until a few days before. We recommend booking a refundable hotel for the duration of the meet, then cancelling the days you don't need. This prevents booking last-minute hotels and sometimes paying more!

## **Withdrawing from a Meet**

If an athlete must withdraw from a Meet due to illness or injury, a medical certificate that is dated prior to the Meet must be submitted prior to the event or withdrawal deadline set by the host Meet. In some cases this can be up to 1 month prior to the meet date.

Any refunds will be issued once AGC has been refunded from the event organizers.

Please be advised that not all organizing committees refund entry fees even with a medical certificate or may require them in advance of the Meet. Some refunds cannot be accommodated past certain meet registration deadlines due to organizing committee policies.

## **Training Suits**

InterClub athletes may wear any gymsuit to training, and shorts are optional. If planning to attend Meets, a special Training Suit must be purchased. This suit could range from \$85-\$125 depending on many factors.

## **Calendar**

InterClub follows the Rec Calendar until June every year. The calendar can be found on the top of our Rec FAQ page: <https://www.altadoregymclub.com/rec-program-faq>