

## **Southampton Gymnastics Club Party Agreement:**

This is a contract for children's parties at Southampton Gymnastics Club.

### **1. Party Options:**

All of our parties are run by a minimum of 2 Southampton Gymnastics Club coaches who are British Gymnastics qualified, with current DBS and Safeguarding certificates. At least one of these coaches will be a certified first aider.

£160 (£140 Members Rate) for 1 hour in the gym for up to 24 children.

£225 (£200 Members Rate) for 1 hour in the gym followed by 45 minutes in the party room for up to 24 children.

Any child crawling or walking will be included in the count.

To qualify for the member's discount the birthday child must be a Southampton Gymnastics Club member who is currently paying fees.

### **2. Additional Children:**

You can add additional children to the party, up to a maximum of 36 children, at a rate of £10 per additional child.

Additional children must be agreed and paid for 14 days prior to the party to enable the Club to organise appropriate number of coaches for the coach : child ratio.

### **3. Party Hire Exclusions:**

Southampton Gymnastics Club do not provide refreshments.

The use of our kitchen facilities is not included in the standard party rate. As a result, please bring with you your own jugs, drinking cups, cake knife, bin bags, etc. Our cutlery and crockery are not available for use. We can add the usage of our kitchen facilities at an additional flat rate of £15.

Should you require access to water from the kitchen, this would be included in the standard party rate.

#### **4. Arrival and Departure Time:**

You may arrive up to 10 minutes prior to your party start time.

Where the party package with the use of the party room afterwards has been selected, you will have access to the party room 15 minutes before their time is up in the gym. You will have a maximum of 15 minutes to clear away after your party finish time. This includes clearing away, wiping the tables and sweeping the floor.

An additional fee of £20 per 15 minutes will occur if this clean up time is exceeded.

#### **5. On the day:**

- The responsible adult of the birthday child must keep a register of children in attendance to the party.
- All children and adults going into the gym must remove their shoes.
- Socks must be worn on the trampoline.
- Adults must not go on the equipment as this is not permitted under our block insurance.
- We strongly suggest each party guest's parent/carer stays on site if the child is under the age of 6 years.

#### **6. Damaged or Broken Equipment:**

Any damaged caused to Southampton Gymnastics Club's equipment as a result of miss-use will be charged to the hirer.

Any damaged or broken equipment must not be repaired by the hirer, but must be handed to a staff member.

#### **7. Food, Drinks, Decoration & Rubbish Removal:**

- No food or drinks are permitted in the gym (this includes baby milk and water for toddlers) and applies to both children and adults. This is to protect expensive gymnastics equipment from unnecessary damage.
- Any food and decorations supplied by the party organiser in the party room must be taken down and cleaned away upon leaving. Rubbish must be tied up in bin bags and taken over to our outside bins (our coaches can help with this).

## **8. Clothing/Attire:**

Please make note of the following and advices party guests on their invitations –

- No outdoor clothing or foot-wear is allowed in the gym (i.e. shoes and coats). Adults entering the gym must also remove their outdoor foot-wear.
- Children must wear socks on the trampoline.
- No jewellery is to be worn in the gym. This is an important safety requirement. If the item(s) of jewellery cannot be removed, they must be sufficiently taped over.
- Long hair should be tied up and clothing should be close fitting.
- Avoid any clothing that may easily get caught on gymnastics equipment.

## **9. Safety:**

Please understand that the following are for the safety of YOU, YOUR CHILD and YOUR guests.

- Only 1 child is permitted on the trampoline at a time. This is an important safety issue.
- Small toys, balls, etc. should not be taken to the trampoline/pit area.
- Pushchairs are not permitted in the gym.
- No nappy changing in the gym. You will find changing facilities in our disabled toilets.
- No adults can use the equipment.
- Only toys/equipment provided within the gym should be used.
- In the event of a fire, the coaches will lead all party members to the fire assembly point (located at the fence between the field and the front car park). The responsible parent of the birthday child must bring the register of children's names.

## **10. Payments, Cancellations and Refunds:**

A party deposit of 50% must be paid to secure the party booking date and time slot. Without payment we are unable to hold the party slot for you.

The remaining balance must be paid at least 14 days prior to the party date.

There is no charge if you give us a minimum of 4 weeks' notice to re-arrange the date of your party, provided this only happens once. If this happens a second time it will be treated as a cancellation. Cancellations are non-refundable.

Should Southampton Gymnastics Club have to cancel the booking for any reason, we will offer an alternative date or a full refund of any payment made for the party.

**Southampton Gymnastics Club**

**Cuckmere Lane**

**Southampton**



Gymnastics and Trampolining activities have an inherent risk of injury and although the club will endeavour to minimise any risk, accidents may still happen. It is compulsory for all members to abide by the safety rules and codes of conduct at all times. The participant/parents are required to ensure that the member is physically fit and healthy to participate, particularly after illness or injury.

In signing this participation agreement, I declare that I understand the element of risk and I am willing to participate and will adhere to the safety rules and code of conduct.

The parents in charge of the party group are responsible for knowing the medical information of each child i.e. asthma, allergies etc, and any major medical conditions of individual children must be disclosed to the coach in charge of the party on the day. Additionally, if you are aware of any additional requirements of children that would involve adaption of activities, please disclose this information in an email to [grace@sotongym.co.uk](mailto:grace@sotongym.co.uk) or over the phone 02380529952.

**Signature:**

I have read and understand all of the above and agree to comply fully.

Name: .....

Signature: .....

Date: .....

**Signature on behalf of Southampton Gymnastics Club**

Name: Anna Tapper

Signature: 

Date: