



Reynella Braeview Calisthenics

Working Up Policy

Policy Statement

Reynella Braeview Calisthenics is committed to providing an inclusive and safe working environment for all coaches and students.

Purpose

The purpose of this policy is to give clear guidelines to coaches, parents and members regarding members working up in an older section to ensure best practice for the safety and welfare of young persons in the Club's care at all times, and ensure the Club works within CASA and ACF guidelines and rules.

Members eligible to work up may do so with the support of the Committee provided that the following procedures have been followed.

1. Eligibility

- a) No National or State team girl can work up without approval of the Committee.

If the girl/s are in the National team, a request must be put forward in writing to the Committee, via the Club Secretary, prior to step 2c. The request should address the coaches and parents' processes in place to mitigate the impact of the pressure of additional workload on the child. The Committee will consider the request at the next scheduled meeting and advise of the outcome as soon as possible.

- b) No girl in the first year of their true age section can work up without the approval of the Committee.

If the girl/s are in the first year of their true age section, a request must be put forward in writing to the Committee, via the Club Secretary, prior to step 2c. The request should address the ability of the member to work in an older section both physically and socially, and the coaches and parents' processes in place to mitigate the impact of the pressure of additional workload on the child. The Committee will consider the request at the next scheduled meeting and advise of the outcome as soon as possible.

- c) Any member working up can only work in items that they are doing in their principle team.

* For other eligibility criteria refer to CASA General Rules and Procedures, section 16.5, 16.6, 16.7, 16.9, 16.10 http://docs.wixstatic.com/ugd/a24e27_fae57cd843114679a1075fd9f2d81fe8.pdf

2. Order of Discussion

The order of discussion is to be:

a) Coach to Coach

In the first instance the coach of the team wanting girl/s to work up must have a discussion with the girl/s principle team coach and both agree. If coaches cannot agree between themselves, then both coaches must approach the committee regarding the request in writing, via the Club Secretary.

b) Coach to Parent

If coaches agree then the coach of the team wanting girl/s to work up must then have a discussion with the respective parents for their approval. Parents must be notified at this time of the following additional costs and commitments:

- Full costume fee is payable for new or second-hand purchases, and hired costumes, for each of the items they are in. A portion of the costume fee will be invoiced in Term 2 and final costume invoice will be issued at the end of the year when costume accounts are finalised.
- There will be extra costs for incidentals such as a second set of clubs, wigs, shoes, eyelashes etc.
- There will be extra practices in addition to normal practices.
- There will be no charge for lessons to work up.
- Members must attend weekly practices for both teams.
- There will be extra Royalty Theatre practices.
- There will be an extra competition night, both in May and August.
- Parent (and subsequently child) must be made aware that their main commitment is to their principle team.
- Advise if the team is competing in Ballarat that year and what extra costs will be involved.
- The parent should be encouraged to discuss the commitment with their daughter in making their decision to work up.

c) Parent to Child

The parent must discuss the full commitment of working up with their child and both seriously consider any impacts this may have on the child.

d) Parent to Coach

The parent must communicate their decision with the coach once made. Coaches are not to discuss working up with the child until the decision is final.

e) Coach to Committee

The coach must advise the Committee in writing via the Club Secretary, confirming who will be working up in their team as soon as possible.

*Note: If the member is in the National or State team, or first year in their true section, refer to 1a or 1b for procedure.

3. Working Up Agreement

A Working Up Agreement must be read and signed by the parent of the child working up, and given to the Coach or Team Manager of that team. A photocopy must be taken and held by the Team Manager. The original is to be forwarded to the Club Secretary by the Coach or Team Manager.



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Working Up Agreement

I _____ Parent/Guardian agree for
_____ (child's name) to work up to Section _____
for the _____ calisthenics year.

I agree to

- pay the full amount of the costume account for each item my child is in
- purchase a second set of clubs
- attend all lessons as required
- attend all extra lessons as required
- attend all stage practices
- pay for any incidentals eg. wigs, shoes, eyelashes etc

Parent/Guardian Signature _____

Date _____

ORIGINAL SIGNED COPY – to be forwarded to the Club Secretary

PHOTOCOPY – to be held by the Team Manager