

Athletic Arts Academy
Parent/Guardian Handbook
For Classes & Camps



BENEFITS OF PARTICIPATION IN GYMNASTICS

At the conclusion of an extended program of gymnastics a gymnast should demonstrate **Physical Benefits:**

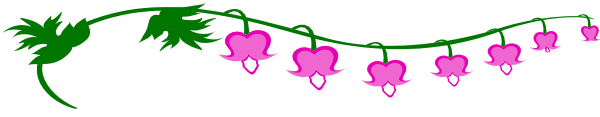
- ❖ An increase in muscular strength, flexibility, and endurance.
- ❖ The ability to relax and stretch safely.
- ❖ Correct alignment while walking, standing, jumping etc.
- ❖ The knowledge of how to fall and roll safely.
- ❖ Increased agility and coordination.

At the conclusion of an extended program a gymnast should demonstrate **Cognitive Benefits:**

- ❖ Awareness of the body.
- ❖ Awareness of space and where the body is in (under, over, etc.).
- ❖ Awareness of time and how the body reacts (quick, slow, etc.).
- ❖ Awareness of relationships: body parts to each other and the apparatus.
- ❖ Awareness of relationships with other students, coaches, etc.
- ❖ Awareness of relationships with other students, coaches, etc.

At the conclusion of an extended program a gymnast should demonstrate **Psychological Benefits:**

- ❖ The joy of movement mastery.
- ❖ Discipline and self-control.
- ❖ The exercise habit as a pleasurable daily occurrence – movements pleasurable and desired.
- ❖ A confident self-image and a positive attitude toward their bodies – move from a world of “I can’t” to I can.”
- ❖ Trust in one’s own abilities.



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OUR PROFESSIONAL RESPONSIBILITIES

- ❖ We acknowledge that we play an important part in the lives of the children who take part in our classes and camps. We assist in the development of better 'junior citizens' offering students an enjoyable environment in which to grow. It is our duty to encourage students and appreciate the value of their participation.
- ❖ We work toward maximizing the potential of each child in our care. Each student progresses at different paces both mentally and physically. We do our best to spend equal amounts of time with each child making certain that their individual needs are being met.
- ❖ We want every student to feel special. We listen and communicate with students in a positive manner. We promote overall physical fitness and stress the importance of having a strong, healthy body. We teach discipline and the importance of following directions.
- ❖ The children learn respect for each other and their instructors. We encourage building self-esteem and help the children learn that social involvement is a great and enjoyable steppingstone to the rest of their life.
- ❖ Motivation is almost impossible to pass on to someone else. We inspire. Motivation is internal and may or may not develop as a child grows. Inspiration is an external force that we will use if we are positive, excited, and enthusiastic about learning. Praise goes a long way toward inspiring a young person. We will make a big deal when a student learns a new skill, make a big deal when a student performs well, make a big deal when a student behaves with courtesy, and make a big deal when a child tries hard.
- ❖ Classes begin and end on time. There is occasion when an instructor needs to spend additional time with a student or the group. Your permission will be requested prior to continuing.

REGISTRATION DOCUMENTATION

All registration forms must be completed online. Athletic Arts does not accept payment in person. A credit/debit card will be required to complete registration process. Payment will be automatically withdrawn in accordance with class/camp terms selected.

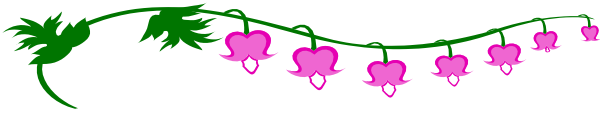
Programs For Parents Families

Children receiving a subsidy for the 2020 Summer Season are funded through the Child Care Subsidy Program, managed by the local Child Care Resource and Referral (CCR&R) Agencies. The 2020 Summer Season Subsidy Rates are based on **enrollment not attendance**.

What Does this Mean?

- Parents/Applicants will not use the electronic attendance reporting system (swipe machine or telephone system).

PFP families should be sure to check weekly **co-payment rates** from PFP/NJCK/WFNJ (if applicable). All PFP families have a \$51 co-payment from A3 for full time day care/summer camp. These payments can be made weekly (each Friday) or Monthly.



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Attached is the **Medical History Survey**. A copy of medical exams performed within the past six months can also be submitted. Please provide a copy of the current **immunization records for each gymnast/camper** before class/camp. All forms must be faxed or emailed to coach_lya@athleticartsacademy.com.

If there is no other choice, paperwork may be submitted manually. Please send it with your gymnast/camper.

ENTERING THE FACILITY

Face Masks must be worn by ALL upon entering the facility. Visitors will have minimum access to the facility. One registered parent/guardian may escort their camper to the top of the stairs if applicable.

The Athletic Arts Academy is a **shoe-free environment**. That means that visitors/guests who may have to enter, must use disposable shoe covering provided before leaving the reception area.

Students/Campers must remove their shoes and place them in the shoe storage area. For summer camper, we recommend campers have a second pair of flip-flops or waterproof shoes to wear only in the facility. ALL participants must wear shoes into the restrooms and around the gymnastics equipment area where they can go bare foot after sanitizing.

During camp season, for security purposes, doors may be locked after 8:30 a.m. There is a camera at the top of the stairs that will trigger an alarm notifying us that there is a visitor. Please be patient. We are working with the children. We will get to the door as quickly as possible.

DROP CLASS PROCEDURE

- Classes are reserved by sessions and on a first-come-first served basis.
- **TEAM Parents/Guardians are responsible for payment for tuition WHETHER OR NOT YOUR ATHLETE ATTENDS PRACTICE** until the time you notify the Academy via email. Please do not rely on the athlete to verbally let us know that he/she will no longer be participating on TEAM.

PAYMENT

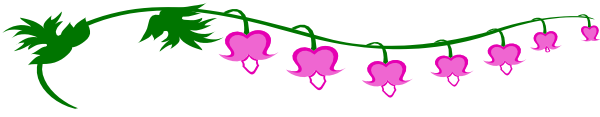
- **THERE ARE NO REFUNDS.** Participation is month-to-month.

MAKEUP POLICY

- Contact the office via email. Coach_lya@athleticartsacademy.com

MANAGING YOUR ACCOUNT ON-THE-GO

Communication is key especially when we are all so busy. Make sure you download our Wix Mobile app. Use the Invite Code **SKWSST**. This is where we will send alerts and other information regarding A3.



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PICK-UP/DROP-OFF

Drop off no earlier than 15 minutes prior to class start.

Pick up no later than 10 minutes after the conclusion of classes.

Summer Camp offers before and early care. Families not enrolled in Early Care (6:30 a.m. drop-off) are able to drop off at 7:50 a.m.—no earlier. Pick-up at any time before 5:00 p.m. is acceptable. There are classes that begin right after camp. If coaches must babysit for any reason, the fee will be charged. Please plan carefully. Trouble finding parking is not an excuse. Texts and voicemail will not relieve responsibilities for late fees. Children are ready to go home especially when they see everyone else leaving.

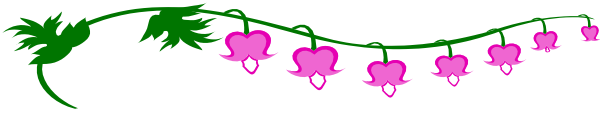
All late pickups beyond 10 minutes of class ending may result in a \$1/minute late fee.

COVID-19

As a result of COVID-19, State of New Jersey mandates, and local ordinances individuals will **NOT be allowed in the facility based on the following:**

- × Without Face Mask
- × Fever (100.4°F/37.8°C or higher)
- × Chills
- × Cough
- × Shortness of breath or difficulty breathing
- × Fatigue
- × Muscle or body aches
- × Headache
- × New Loss of Taste/Smell
- × Sore throat
- × Congestion or runny nose
- × Nausea or vomiting
- × Diarrhea
- × Have been in close proximity to anyone who was experiencing any of the above symptoms.
- × Been in close proximity to anyone who has tested positive for COVID-19.
- × Been tested for COVID-19 and waiting to receive test results.
- × Tested positive for COVID-19 or presumed positive for COVID-19 based on a health care provider assessment.
- × Travelled outside of the State of New Jersey or outside of the United States on a commercial flight without quarantining for 14 days.
- × Been in close proximity to anyone who has been on a commercial flight or traveled outside of the United States.
- × Feel they are at higher risk of contracting COVID-19 (compromised immune system) by entering the facility.

Temperatures must be taken at the top of the stairs before admittance. Anyone having a temperature greater than 100.4 degrees will not be admitted into the facility.



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For campers, temperature checks will be taken twice a day. Upon entering and before lunch time.

Campers will remain in designated sub-groups throughout the day. If a camper becomes ill during camp, they will be isolated immediately from the others in the room designated until a parent/guardian can come and retrieve them. Notifications will go out immediately to families of campers who may have been in contact with the sick camper.

Please be sure to have pediatricians notify of us allergies or other illnesses the camper may exhibit unrelated to COVID-19. We do not want to traumatize children. We are obligated to keep everyone safe as possible.

ILLNESS & MEDICATION

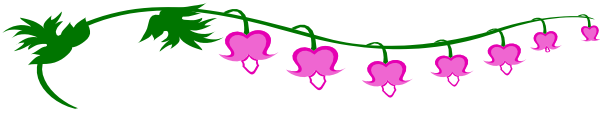
- Due to liability issues, ATHLETIC ARTS ACADEMY does not administer any medications.
- Children will not be admitted with temperatures over 100.4°, have vomiting or diarrhea, or exhibit signs of communicable diseases, like ringworm (outside of the common cold).
- Students who state that they 'don't feel well,' exhibit signs of illness, or who develop temperatures over 100.4°, have vomiting or diarrhea, exhibit signs of communicable diseases will be isolated until someone can pick up.
- **If any student leaves the gym abruptly to seek medical attention from a physician for any illness or injury, written medical clearance is required to return. A physician's note can must submitted by a parent/guardian in-person, via email to coach_iya@athleticartsacademynj.com, or faxed to our office (973) 677-3881. We do NOT accept word-of-mouth from children/students.**

HEALTH RECORDS

- A written health history along with current immunization records for all students is required. , specifying all know physical and mental conditions including allergies, shall be completed, and submitted by a parent, guardian, or physician at the time of admission to ATHLETIC ARTS ACADEMY. Parents/Guardians must submit any updates or changes to these conditions to the office as soon as possible.

EMERGENCY PLAN

- In the event of emergency that requires medical attention, ATHLETIC ARTS ACADEMY will call 911 or take the child to the emergency room if feasible and contact the parent / guardian to meet at the hospital.
- In the event of a building evacuation, ATHLETIC ARTS ACADEMY and its students will exit the building on Tony Galento Plaza and/or South Essex Avenue and meet across the street from the Academy.
- In the event of a lock down due to terrorist threat or other emergency that requires ATHLETIC ARTS ACADEMY and its students to stay indoors, all participants will gather together and remain inside until further notice.
- As required by the state of NJ, a bi-monthly (during summer) fire drill will be exercised. In the event of a fire, participants will be escorted across the street on the corner of Galento Plaza and S. Essex Ave.
- An emergency contact sheet will be carried at all times when leaving the facility. In addition, a first aid kit and other items as prescribed by the State of NJ.



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DISCIPLINE (NJAC 8:25-3.1)

- Corporal punishment (*hitting, spanking, etc.*), abusive language, humiliating or the like is prohibited at ATHLETIC ARTS ACADEMY by any person. Parents are to refrain from using such tactics while on the premises. Not only does it leave your student ill-prepared emotionally, mentally, and physically for training, it unsettles their classmates, the staff and other adults visiting the facility.
- ATHLETIC ARTS ACADEMY staff members are trained to assist in the student's behavior development, but certainly is not a replacement for the parent. If help is requested, a staff member will take the child until the parent has a chance to 'cool-off.'
- At ATHLETIC ARTS ACADEMY we strive to model the behaviors we want our children to learn—patience, tolerance, and self-control.

ATHLETIC ARTS ACADEMY is bound by the health, safety, and code of conduct statutes set forth by the **State of New Jersey**, the **U.S. Center for SafeSport**, the **Amateur Athletic Union**, **Positive Coaching Alliance**, and **USA Gymnastics University**.

<https://www.state.nj.us/health/ceohs/sanitation-safety/>

<https://safesport.org/>

<https://aaugymnastics.org/>

<https://www.positivecoach.org/>

<https://usaqym.org/pages/index.html>

Have general questions about COVID-19?

The NJ Poison Control Center and 211 have partnered with the State to provide information to the public on COVID-19:

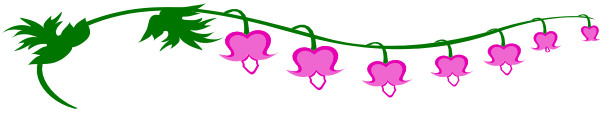
Call: **2-1-1** for general information (24/7)
or **1-800-962-1253** for medical information (24/7)

Text: NJCOVID to **898-211**

Visit nj.gov/health or covid19.nj.gov for additional information

HYGIENE AND SOCIAL DISTANCING

- All staff and campers will wear proper PPE.
- Masks for campers are only required when social distancing is not possible, or they are exercising.
- Staff will wear face masks and/or face shields when interacting with campers.
- Frequent hand and face washing will be facilitated. There are multiple hand sanitizing solutions around the facility for quick access.
- Equipment will be sanitized with CDC recommended and/or alcohol-based cleaner after each class or between uses as necessary.



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WE NEED YOUR HELP

- We help with positive mental health. We are not psychologists.
- We help with self-control. We are not behavioral specialists.
- We need transparency regarding medical conditions or results from professional evaluations from parent/guardians. We are not psychics. We cannot read minds.
- We diligently keep our facility clean and disinfected. We are not maids. We need everyone's help keeping the facility clean and sanitary.
- We set proper boundaries and maintain safety and order within classes. We are no one's punching bags. We reserve the right to protect ourselves from harm.
- We work at designing our program that is a good fit for families who choose us. We are open to constructive feedback and compliments as appropriate. We are not sounding boards for angry fits from parents or students.
- We are gymnastics professional. We are available to help as much as possible. We not servants.
- We are trained in emergency response and first aid. We are not medical professionals. We recommend further care whenever necessary. We follow written medical advice only, not interpretations.
- We are champions for our children. Respect and appreciation go a long way.

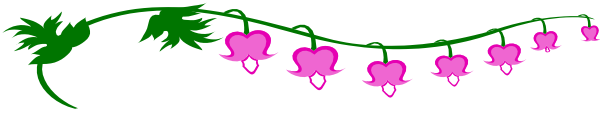


MAKE SURE YOUR STUDENT/CAMPER IS PREPARED

The following are items that will help your gymnast or camper ease into the A3 program smoothly and ensure we are all in compliance for enjoyment and safety.

ETIQUETTE/BEHAVIOR

- Students are to wait in designated areas until directed into an activity by the instructor.
- No students are allowed on the training floor/equipment until an instructor is present to supervise.
- This is a private school. All students and their families agree to follow the rules and are welcomed. Athletic Arts Academy makes the ultimate determination as to who participates or not.
- **ABSOLUTELY NO HORSEPLAY** in the facility.
- Students must stay in line when moving to a new activity.
- **No pushing, shoving, fighting, or name calling. Spitting will result in immediate removal from class. Student may return the following week. Any additional infraction of such nature will result in student being expelled immediately. There are no refunds.**
- **Spitting will not be tolerated.** Campers found spitting will be expelled from camp. No refunds will be given. If the parent/guardian is aware of these behavioral issues exhibited in the past, do not waste your time and money. Do not send them.
- Hitting or fighting with another camper will receive a one-day in-camp suspension. They will be allowed to participate in everything except gymnastics and group game activities. Campers who lose their tempers will be given special assignments to help them regain their composure.
- Hitting in classes will result in the student being removed from class until the issue can calmly be resolved. Any subsequent hitting incidents will result in the student being expelled from the program.
- Students must respect our staff and each other.

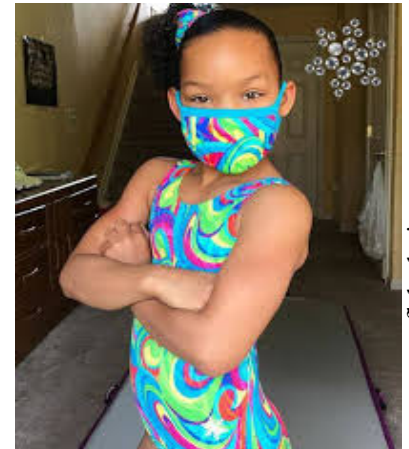


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- Students must follow the directions given to them by their instructor.
- Normal camp hours are 8:00 a.m. to 5:00 p.m. **Drop-off earlier than 7:50 a.m. or pick-up later than 5:00 p.m. is Before/After care.** \$30/week (Before Care); \$25/week (After Care). Otherwise early/late fees of \$1 per minute will be applied.

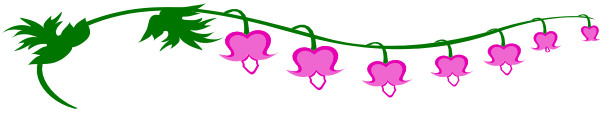
ATTIRE

- Hair neat and off the face.
- **Beads and hair accessories not recommended. If so, should be secured to not fall on the floor or hit student in the face or cause pain when rolling on top of the head.**
- **Girls:**
 - > must wear leotards (*one-piece bathing suits and unitards are permissible also*)
 - > close fitting spandex/cotton shorts are recommended).
 - > No baggy clothing
 - > No special shoes required
- **Boys:**
 - > compression shirt, tank top, or t shirt that can be tucked into shorts
 - > athletic shorts with no belt hoops or zippers or pockets
 - > athletic undergarments and leggings under shorts
 - > sweatpants or sweat jackets are okay (seasonal)
 - > No baggy clothing
 - > No special shoes required
- **No jewelry.** Stud earrings or earrings that are close to the earlobe are permissible. ATHLETIC ARTS ACADEMY is not responsible for broken or lost jewelry.
- An extra change of clothing and leotard is recommended for younger class students and summer campers.
- Water-resistant flip-flops or easy on/off shoes are recommended. (*See shoe-free guidelines above.*)
- Campers will have outdoor water play (weather permitting). Campers need bathing suits and towels and bags to put their wet clothing in.



FOOD AND DRINKS

- Food is not allowed in the building during **classes**. Reusable water bottles only. Due to longer practice times, Team A3 members may bring healthy, real fruit and grain snacks in reusable containers.
- **Campers: No Nuts! No Seafood! Due to extremely sensitive allergic reactions, please do not bring or send items that contain nuts or seafood.**
- **Reusable bottle of water.** Campers must stay hydrated while working out. We are trying to reduce plastic waste. Please use a re-usable bottle, fill halfway, and freeze. Camper's will access to cool drinking water throughout the day. Avoid drinks with sugar and salt like Gatorade. Your athletes will greatly benefit from learning to love drinking water without additives.



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- As a result of COVID-19, we were informed that we are no longer participating in the City Summer Food Program as a host site. Parents can pick up FREE meals from Rosa Parks School on Main Street.
- Families are encouraged to have their camper eat breakfast at home and send lunch/snack from home. Send food in a thermal container. Please discuss this with your camper so they know what to do at mealtime.
- Refrigeration is limited. Take care not to send perishable foods without appropriate container.
- There will be **NO sharing of food or personal items**. Please discuss with your camper.
- Open packages like potato chip bags and containers are not allowed and may be discarded. Please send personal-sized snacks. Open packages attract bugs. **Bugs are not invited to camp.**
- No gum or candy.
- If campers bring their own lunch, please ensure it is stored in a sealable, temperature-controlled lunch packaging. Snacks must be in re-sealable baggies. No open packaging will be allowed in cubbies to attract bugs. Please substitute salty and sugary snacks for healthier alternatives.
- We are happy to re-heat foods brought in from home. We are not allowed to cook foods. No cups of raw noodles and other foods that require boiling or cooking in the microwave. Please send reusable utensils also. Campers will have time to clean their dishes.

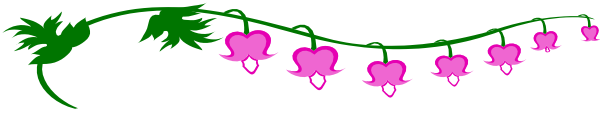
ACADEMICS

Campers must have summer assignments from school or a scholastic-approved workbook from home, please send them so it can be worked on during time set aside for academics.

Due to COVID-19, A3 will allow the use of electronics for schoolwork, educational, and appropriate entertainment purposes. Please be sure to discuss appropriate usage with your camper. ATHLETIC ARTS ACADEMY is not responsible for lost or damaged cell phones, electronics, and personal items. Electronics are NOT to be shared. This breaks the social distancing practice. Abuse of this policy may result in the device being taken by staff until a responsible adult comes to retrieve it.

Morning Warm-up/Stretch begins at 8:15 until 8:45 a.m. Campers will be divided into their sub-groups participating in staggered activities.

Any questions or concerns should be emailed or text to coach_ia@athleticartsacademy.com or 973-518-2368. Thank you and we are looking forward to a fabulous summer.



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GYMNASTICS & DANCE CAMP CURRICULUM *(sample)*

2020



2020

8:45 – 9:15	AM WORKOUT <i>(indoor/outdoor)</i>
9:30 – 10:00	GYMNASTICS <i>Stretch - Conditioning</i>
10:15 – 10:45	ACADEMICS <i>(learning packets from home)</i>
11:00 – 11:30	OUTDOOR ACTIVITIES <i>(weather permitting)</i>
11:45 – 12:30	GYMNASTICS <i>Skill Development</i>
12:45 – 1:15	LUNCH TIME
1:30 – 2:00	Rest & Learn <i>(pm temperature checks, educational videos)</i>
2:00 – 2:45	INDOOR RECESS <i>(tumbling, hula hoops, badminton, etc.)</i>
3:00 – 3:30	DANCE or KARAOKE or POETRY SLAM
3:30 – 4:00	SHORT STORY LITERATURE & VISUAL ARTS CLUB <i>Mon. Wed. Fri.</i> <i>grouped by reading level</i>
3:30 – 4:00	CHARACTER DEVELOPMENT & SELF AWARENESS <i>Tue. Thu.</i> <i>grouped by age</i>
4:00 – 4:30	GYMNASTICS ROUTINES or SKILL PRESENTATIONS
4:30 – 5:00	CLEAN UP / DEPART