

**EMERGENCY CONTACT DETAILS IN CASE PARENT/  
CAREGIVERS CANNOT BE CONTACTED**

*(must not be next of kin)*

**Contact 1:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: (h) \_\_\_\_\_ (w) \_\_\_\_\_

(m) \_\_\_\_\_

**Contact 2:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: (h) \_\_\_\_\_ (w) \_\_\_\_\_

(m) \_\_\_\_\_

Childs Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Does your child have any particular health needs we should be aware of?

Cultural expectations:

Is there anything else that we should be aware of:

I have signed and attached the parent contract that must accompany this enrolment form



Parent/Caregiver Signature: \_\_\_\_\_

**Privacy Act:**

The information that you have supplied is necessary for the safe and effective operation of our holiday programme including MSD Audit. You are welcome to review information pertaining to your child's enrolment at any time.

# Christmas Holiday Programme

19th - 22nd December 2016



9am - 3pm daily - \$140.00 per week  
(Daily Bookings \$40 per day)

**BOOKINGS  
ESSENTIAL**

WINZ subsidies apply

OSCAR  
Gymsports  
Programme  
For ages 5 - 12 years



## Christmas WEEK Holiday Programme activities:

**Monday:** Get to know you games, Gymnastics, Crafts, Games

**Tuesday:** Trampoline (bring white socks), Christmas Baking, Games

**Wednesday:** Gymnastics, Crafts, Games

**Thursday:** Christmas dress up. Shared Christmas lunch, Gym & Tramp, Games



[www.csg.org.nz](http://www.csg.org.nz)

# Stuff you should know:

We welcome your family to our holiday programme!

A complete copy of our programme policy and procedures is available on request.

## Supervision and Safety

This programme is delivered by the Christchurch School of Gymnastics. All coaches are registered with New Zealand Gymnastics and are qualified to the level that they are coaching. We always have coaches certified in first aid. Staff ratio is 1:10 for activities that are based in the Gymnasium and 1:6 on outings.

## Behaviour

Parents need to be aware that because safety is our first consideration our policy must be strictly adhered to. Parents will be notified if their child is causing a disruption. CSG reserves the right to remove from its programmes any child who causes a disruption to the programme or who may cause harm to themselves or another participant. A refund of fees will not apply.

## Medical

If your child has a medical condition that may affect their full participation in our programme, you must notify us before the beginning of the programme so that we can inform our coaches and document it in our records.

## Sickness/Absences

Out of consideration for other participants, please do not bring unwell children to the programme. Please notify us by phone if your child will be away / arriving late / leaving early.

## Concerns

We very rarely get complaints, but we do recognise that from time to time there are issues that parents would like to address. Please follow these procedures.

1. Raise your concern, suggestion, compliment or complaint with the Holiday Programme Co-ordinator, Marie Lakin or the Holiday Programme Supervisor Jane Clark.
2. If this is not appropriate, please discuss your concern with the Chief Executive Officer of the Club, Avril Enslow.
3. Alternatively, you may put it in writing addressed to Christchurch School of Gymnastics, PO Box 18-827 Christchurch.

## Refunds and Cancellations

We reserve the right to cancel any programme where insufficient enrolments are received and offer a full refund in these circumstances. Other refunds (at your request) are available dependant on a minimum of 48 hrs notice prior to commencement of the programme.

## Drop off and Pick Up times

Parents and caregivers need to ensure that the children are dropped off safely at the commencement of the programme and picked up punctually at the end of the programme. A late pick up penalty charge of \$10-00 every 15 minutes may apply.

## After hours extended care options

There is **NO OSCAR APPROVED** extended care options but if you wish your child to stay on with us, ask about additional programmes that they can participate in.

**Please ensure that the Parent Contract and information form is completed on registration.**

All activities are supervised, and to be held on or around the premises of the Christchurch School of Gymnastics.

### Each day, please bring:

Gym clothes (shorts and t-shirt, or leotard), water bottle, morning tea, and a healthy lunch. For hot days also a hat and towel and togs or change of clothes for water play.

\*Please bring clean white socks for trampolining on Tuesday, Thursday

We have a "No Hat - No Outside Play" policy.

Find us at...

Lion Foundation  
Gymnastics Stadium  
Christchurch School of Gymnastics  
QEII Campus  
191-195 Travis Road, QEII Park,  
Christchurch  
Ph: 03 388 6616 | [www.csg.org.nz](http://www.csg.org.nz)  
E: [admin@chchgymnastics.co.nz](mailto:admin@chchgymnastics.co.nz)

... now that's a

Flipping Brilliant

ideal!

# Registration Form

## Christmas Hols 19th—22nd Dec 2016

**PLEASE MAKE SURE YOU SIGN THE PARENT CONTRACT AND SUBMIT IT WITH THIS REGISTRATION FORM**

Please circle ALL WEEK or the days you would like your child to attend

**ALL WEEK / MONDAY / TUESDAY / WEDNESDAY / THURSDAY**

Payment of \$\_\_\_\_\_ has been made by:

**CHEQUE / CASH / EFTPOS / BANK DEPOSIT**

Child's Name: \_\_\_\_\_ D.O.B: \_\_\_\_\_

Child/Caregiver's Home address:

\_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Parent/Caregiver Phone: (h) \_\_\_\_\_ (w) \_\_\_\_\_

(m) \_\_\_\_\_

How will your child travel to and from the gym?

\_\_\_\_\_

People authorised to collect your child:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

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