



2010

Club
Affiliation
Handbook



Gymnastics
South Australia

Gymnastics SA

PO Box 183
Park Holme SA 5043

Phone: 8294 8288

Fax: 8294 4321

Email: admin@gymnsa.com.au



be active.

ACROMAT.



2010 Affiliation Handbook

Clubs affiliated with Gymnastics SA in 2009 and other newly formed clubs are invited to apply for affiliation with Gymnastics SA for 2010 by reading and completing the enclosed Affiliation Application.

<u>Contents</u>	<u>Page</u>
1. Introduction	3
2. Gymnastics SA's Affiliation Scheme	4
3. Who may affiliate with Gymnastics SA	5
4. The Importance of becoming an Incorporated Body	6
5. How to Affiliate	7
6. Affiliation Fee Structure	8-9
7. What happens after we affiliate	10
8. Why affiliate with Gymnastics SA	11
9. Privacy Statement	12-13
10. National Database Policy	14-15
11. National Club Name Policy	16-17
Appendix 1 – 2010 Fee Structure	18

Applications should be lodged on or before 1st December 2009

IMPORTANT DISCLAIMER

The material contained in this Application for Affiliation is general in nature and could lead to misinterpretation. Gymnastics SA, its representatives, committees, employees or agents cannot accept responsibility for those who act on this information without first consulting us and obtaining specific advice relating to the consumers' particular circumstances.

1. Introduction to Gymnastics SA

Gymnastics South Australia Inc., trading as Gymnastics SA, was incorporated in 1998, following the merger of two Associations, the South Australian Gymnastics Association (founded in 1952) and the Kindergym Association of South Australia (founded in 1982).

Gymnastics SA (GSA) is the peak body for gymnastics in South Australia and is affiliated with Gymnastics Australia, the controlling body for the sport of gymnastics in Australia. The Association also maintains affiliation with relevant State sporting bodies such as the South Australian Olympic Council, the South Australian Commonwealth Games Association, and the South Australian Sports Federation Inc. (Sport SA).

Gymnastics SA is a not-for-profit organisation incorporated under the 1985 Associations Incorporations Act of South Australia as amended, comprising affiliated clubs, Life Members, registered members (gymnasts and Kindergym members), and technical members (Coaches, Leaders and Judges).

Gymnastics SA embraces the seven official gymsports of gymnastics, which are:

- Gym For All (formerly General Gymnastics) (GG – including Cheerleading & Kindergym)
- Men's Gymnastics (MG)
- Women's Gymnastics (WG)
- Rhythmic Gymnastics (RG)
- Sport Aerobics (AER)
- Trampoline Sports (TRP)
- Sports Acrobatics (ACR)

The primary objectives of Gymnastics SA in accordance with its Constitution are to:

- Improve the quality of services and programs to our existing members
- Promote and encourage the development of all gymnastic programs in South Australia
- Increase the number of participants in SA
- Develop a market-oriented philosophy throughout the Association
- Sanction and/or coordinate all gymnastic activities, programs and events in South Australia
- Maintain a register of members from all affiliated clubs
- Establish a financial base to ensure the long-term security of the Association.

In 2009 GSA had 74 affiliated clubs, with approximately 14,000 registered gymnasts and Kindergym members, and 324 Technical Members. The Offices of the State Association and the State Training Centre are located at the Marion Leisure and Fitness Centre, corner of Oaklands Road and Rosedale Avenue, Morphettville. The Association's High Performance Program (GymJETS) is also conducted from the State Training Centre.

2. Gymnastics SA's Affiliation Scheme

As from 2003, Club 10 was the title given to the Club Affiliation scheme, Australia wide. In addition to being an affiliation scheme, Club 10 also provides a quality improvement framework. The framework has five (5) tiered accreditation categories enabling all clubs, regardless of their size, location and scope of operations, to progress along a pathway of continuous improvement based on their needs. The Star 1 category is the schemes entry level with Star 5 being the highest category.



On initial affiliation clubs enter the Club 10 scheme at the Star 1 Accreditation category. Throughout each year clubs can choose to review their operations, utilising the Club 10 Quality Improvement Checklists available. By identifying current achievements and reaching identified benchmarks, clubs can improve their Star rating prior to re-affiliation the following year. Clubs who choose not to undertake any work will remain at the entry level Star 1 category in the following year. The decision to become involved in Gymnastics' Quality Improvement program is totally at each Club's discretion.

Gymnastics S.A's club affiliation scheme has been aligned with the Club 10 tiered accreditation scheme. This ensures that additional benefits, services and resources are available to those clubs who do work along a pathway of ongoing improvement.

For further information on Gymnastics' Club 10 Affiliation and Quality Improvement scheme please contact one of our Development Officers. Gymnastics SA is located at the Marion Leisure and Fitness Centre, on the corner of Oaklands Road and Rosedale Avenue, Morphettville, and our postal address is:

Gymnastics SA
PO Box 183
PARK HOLME SA 5043
Phone: 08 8294 8288
Fax: 08 8294 4321
Email: admin@gymnsa.com.au

Development Officers

Lynn Martin
Patti Wilson

lynn@gymnsa.com.au
patti@gymnsa.com.au

Project Officers

Graziella Candeloro – Cheerleading
Heather Mooney – Kindergym

graziella@gymnsa.com.au
heather@gymnsa.com.au

Club 10.....Committed to Quality

3. Who may affiliate with Gymnastics SA?

Any community club, Business, School, Association or Organisation in South Australia that conducts, promotes or is associated with Gymnastics as part or all of its business, may apply for affiliation and on acceptance by the Gymnastics South Australia Board, obtain affiliation.

Such affiliation will be considered with respect to the ability of that applicant to show it is capable of meeting and can continue to meet the Affiliation Conditions and Standards detailed in this Application, ***in addition to the policies and regulations of the Association as reflected in its Constitution, Policies and Regulations*** as may be determined from time to time by the Association's Board.

Gymnastics South Australia currently provides rights of affiliation to clubs who run one or more of the following programs: -

- **Gym For All (formerly General Gymnastics)**
 - Kindergym, Gym Fun or Recreational classes, Adult, Display and specialised programs for people with disabilities.
- **Men's Artistic**
 - Recreation, Levels 1-10 as well as International stream programs.
- **Women's Artistic**
 - Recreation, Levels 1-10 as well as International stream programs.
- **Rhythmic Gymnastics**
 - Recreation, Levels 1-10 as well as International stream programs.
- **Sport Aerobics**
 - Recreation, Levels 1-3, National A and B as well as International stream programs.
- **Trampoline Sports**
 - Recreation, Levels 1-10 as well as International stream programs.
- **Sports Acrobatics**
 - Recreation, Levels 1-10 as well as International stream programs.
- **Cheerleading**
 - Cheer Level 1-6
 - Dance including Pom and Hip Hop
 - As well as International opportunities

4. The importance of becoming an incorporated body

With the introduction of the Associations Incorporation Act of 1985, it became possible for all clubs to become incorporated at very little expense or effort. Alternatively clubs can incorporate under the Companies Act, or register as a business. Gymnastics SA strongly recommends that all clubs at least incorporate under the Associations Incorporation Act.

A. Why incorporate?

An unincorporated club consists of a group of individuals who join together and form a club to pursue and promote their individual interests. The legal disadvantages of an unincorporated club result from the law viewing this club as having no existence separate from any of its members. This means that the club's members may be personally liable for any debts incurred by the club, or for the effects of any court judgement against any of the club's members. An incorporated club is protected by the legislation against this, and the Act provides a satisfactory balance between the rights of clubs to control their own affairs, and the requirement that clubs be accountable to their members, the public and those who deal with them.

The Act provides for a speedy, easily understood and cheap system of registration which affords a club a separate legal status, and so overcomes the problems which unincorporated clubs face, of being unable to hold property, to sue or to be sued.

B. What are the effects of incorporation?

Incorporation brings protection, and responsibilities. When a club becomes incorporated it gains a legal existence. This has several results; the most important for clubs being that the members of the club have limited liability and the incorporated club has a legal identity, has the power to acquire, hold and dispose of property, and is capable of suing and of being sued.

The Business Names and Associations Section of the Office of Consumer and Business Affairs can provide help in this area. They have an Incorporation Kit available for a small cost, and their website is particularly useful.

Office of Business and Consumer Affairs
91 – 97 Grenfell Street
ADELAIDE SA 5001
Telephone: 1300 138 918 Fax: 8204 9771 www.ocba.sa.gov.au

5. How to affiliate

Any club or organisation applying for affiliation should read this entire 2010 Affiliation Handbook and complete the following sections provided at the back of this kit:

- National Affiliation and Declaration Form
- Affiliation Invoice Authority Form

These completed forms should be submitted to Gymnastics SA together with payment of a \$50 bond by 1st December 2009.

The onus is on the club's Committee or the owner of the business to read and consider the requirements listed in this Affiliation Handbook. Submission of the Affiliation and Declaration Form and the Affiliation Invoice Authority is considered acknowledgment by the applicant that they accept the terms and conditions detailed therein, in addition to the policies and regulations of the Association as reflected in its Constitution, By-Laws and policies or as may be determined from time to time by the Association's Board. Copies of these documents are available on request from the State Association Office.

Affiliation is at all times conditional and affiliates that fail to meet the terms and conditions as detailed in this application and in all other official policies of the Association may be asked to show cause as to why their affiliation should not be suspended or cancelled.

Affiliation is an annual process and refers to the period January 1st to December 31st inclusive in the same year. Renewal is ***not automatic*** and requires the submission of a new application on an annual basis subject to the terms detailed in this Handbook.

It is important to remind clubs that one of the conditions of affiliation is registration of **all** members, regardless of the number agreed to in the club's flat fee arrangement. Clubs that do not register all their members deprive these members of one of the benefits of registration, which is personal accident insurance cover. If a member is not registered, they do not appear on the national database, and are not eligible to claim benefits under the personal accident scheme. It is also possible that the club's own insurance cover may be risked by such under-reporting, as this is a breach of the affiliation agreement. GSA reserves the right to check clubs' compliance with this requirement.

In summary; to affiliate with Gymnastics SA for 2010:

- Complete the enclosed Affiliation & Declaration Form, confirming your club's compliance with all conditions and standards, as detailed.
- Complete the enclosed Affiliation Invoice Authority Form
- Enclose any other requested documents such as your Club's updated Constitution or Business Registration Certificate,
- Make a bond payment of \$50
- Return both forms and cheque to Gymnastics SA's State Office by **1st December 2009**

6. Affiliation Fee Structure

A. Introduction

Gymnastics SA provides a flat fee scheme for annual club affiliation. The affiliation fee has been structured to cover both club affiliation and the full registration of every athlete or Kindergym member within the club, including the provision of personal accident insurance for each registered member for the calendar year. Gymnastics SA's flat fee scheme allows clubs to pay quarterly, and for gymnastics clubs is graded on the basis of the number of members and the proportion of competitive gymnasts.

The affiliation fee category for each club is determined by averaging the annual total number of actual members registered by the club in the preceding three years of affiliation. This average is then divided into competitive and non-competitive percentages, and matched with the appropriate category of the Association's Annual Flat Fee Structure. ***Please note that if club numbers are falling, GSA will use the previous year's numbers in setting the fee category.***

B. New club affiliation

Where a club is affiliating for the first time a special "New Club Fee" shall apply. Only half the annual affiliation fee will be charged, and the flat fee will be calculated as if the club has 20 registered members, all of whom are recreational. In the second year of affiliation, the total registration numbers for the previous year will be used in setting the new fees.

C. What is not included in the flat fee scheme

- ***Technical Members (Coaches, Leaders & Judges)***
The flat fee does not apply to Technical Members, who must register individually with Gymnastics Australia. ***The fees for Technical Membership for 2010 are detailed in the fee schedule.***
- ***Public Liability Insurance***
The flat fee does not apply to, or include, Public Liability Insurance, for which separate payment arrangements are made. GSA offers affiliated clubs the opportunity to participate in a national club insurance scheme operated by Gymnastics Australia, and from 2003, clubs which elect not to take advantage of this opportunity will be required to provide evidence of at least equivalent cover before affiliation will be accepted.
- ***APRA & PPCA Licences***
All Gymnastics and Kindergym clubs across Australia are required to pay an annual fee to the Australasian Performing Right Association Limited (APRA) and Phonographic Performance Company of Australia (PPCA). These special licence arrangements are compulsory for all affiliated clubs. A separate payment from each affiliate club is required for these licences. Fee payment will be due by 15th March 2010.
- ***Association's Liability***
This cover has been included with Public Liability Insurance for 2010. Clubs will not have to purchase it separately.

D. Registering club members

As per the Association's Constitution all affiliated club members are required to register all of its active members with the Association. While the affiliation flat fee is paid on a quarterly basis, athlete registrations are due within 30 days of joining a club, with the exception of 1st term where a period of 60 days is permitted due to the volume of registrations that may need processing at this time. Clubs have two key methods for submitting registrations to the Association:

- Manually – hand written or typed onto GSA's membership form
- National Database program (iMIS) – direct on-line entry of athlete registration onto the National Database

GSA's Constitution empowers the Association to maintain a register of all members, and the Association's affiliation arrangements with Gymnastics Australia require the Association to provide this register to the National Body. GSA has a Privacy Policy, which outlines conditions under which information will be shared, and with whom. GSA requires affiliated clubs to provide at minimum the following information:

- registered name, venue and postal address of the affiliate club member; **and**
- the full name, date of birth and residential address of all other members (eg: club members, and committee members seeking to be covered by insurance policies).

Please note that clubs that decline to provide such information may have their application for affiliation rejected.

E. How is the insurance scheme affected by the flat fee structure?

In order to ensure that your club and its members remain protected by the National Insurance Scheme, the National Insurance Brokers have confirmed that payment of both the quarterly flat fee and the quarterly public liability insurance premium must be made by the due date.

The flat fee system requires affiliated clubs to register all members with the Association, regardless of the gymsport and/or the level in which they participate. Late payment of fees or failure to register all members, which are both a breach of the affiliation agreement, may result in suspension of the public liability insurance cover, and unregistered members will not be able to claim for benefits under the personal accident insurance scheme.

F. Will there be flexibility in the flat fee structure?

Gymnastics SA's Board of Management is aware that from time to time there may be extreme or extenuating circumstances that may lead to a club being unable to meet their fee payment schedule and/or their fee obligations. Should this occur the onus is on the Club's Management Committee to notify the Association's Board of Management in writing, so that an agreement can be reached and the situation resolved.

Any written requests to the Board of Management should provide specific details on the circumstances, current membership numbers, actions taken or planned to improve the club's situation, and details on the options being requested by the Club in regard to their fee obligation. In the main, the Association's Board of Management will consider formal requests from affiliates, and make any necessary ruling in regards to fee adjustments, in the 4th quarter of each year. **Therefore, formal requests from clubs must be received in the Association's office by the second week in November of each year.**

7. What happens after we affiliate?

Upon receipt of your Affiliation Application, it will be assessed, endorsed and confirmation of the acceptance of your Application will be mailed back to your club. Your Club's details will be entered on the National iMIS database; your declared Technical Members will be checked to ensure they are registered; your Club details will be uploaded to the National Club Search Website component; your Club will be entered onto our mailing lists (including our email listing) for all future communications; and your athlete Registration Packs (Membership cards) and Club 10 Affiliation Welcome pack will then be mailed to your club.

The Board reserves the right to refuse an Application for Affiliation and if this occurs, written notice will be forwarded to the Applicant explaining the process involved for having an Application re considered. At the time of the acceptance of your Affiliation Application, your athlete's Insurance is activated and automatically backdated to January 1st 2010.

In summary, you will know your club's affiliation has been accepted when: -

- A Club 10 Affiliation Welcome kit is received. This kit will include a welcome letter, affiliation certificate along with a range of other 2010 benefits, with additional benefits to those clubs achieving Club 10 Star 2 and above Accreditation.
- Your club receives mail-outs from the State Office via email and post including, but not limited to, GSA Board Updates, E-news, Event and Education notification notices
- Athlete registration packs are received and your club details are available via the National Club Search web site facility.
- Receipt of your club's quarterly flat fee affiliation invoices in February, April, July and October. Your club has 30 days to make the required payment.
- Invitation to re-affiliation with Gymnastics South Australia. This invitation is formally issued by November 30th each year.

8. **Why affiliate with Gymnastics SA?**

Affiliation provides substantial benefits in a wide range of areas.

- Information via our e-news, Club Updates, and GSA's Web site
- Provision of Affiliating branding items (i.e.: Certificate, poster) and Club 10 Affiliation Welcome Pack
- Access to National Membership Registration Package - iMIS
- Advice regarding administrative, training, education and development of your Club via our appointed Development and Project Officers and the Club 10 Quality Improvement Framework.
- Voting rights at the Annual General Meeting
- Assistance and advice on organisational problems, Government grants, etc via our Development and Field Officers
- Eligibility for State Government Subsidies/Grants (subject to being an Incorporated Body)
- Automatic eligibility for club officials to be covered under the Gymnastics Professional Indemnity and Sports Injury Insurance Schemes.
- Automatic medical, death and disablement insurance for athletes registered by the Club
- Automatic eligibility for clubs to obtain coverage for Sports Legal and Public Liability Insurance and the option to access Association Liability Cover.
- Access to Development, Education and Administration workshops as well as National Accreditation Courses for coaching and judging at member prices
- Athlete registration package for registered athletes
- Rights to the official names of gymnastics programs including Kindergym.
- Eligibility of registered athletes to enter GSA events and competitions as well as access to participate in National and International sanctioned events.
- Eligibility of member Coaches, Leaders and Judges to participate in State Training programs and use the State Training Centre (booking and fee requirements apply).
- Administrative and policy support from the Association's staff.
- Administration associated with the organisation of State Teams.
- Access to some or all of the services of the following organisations: the Australian Institute of Sport, the South Australian Institute of Sport, Gymnastics Australia, the Australian Council for Health, Physical Education and Recreation, the South Australian Olympic Council, the South Australian Commonwealth Games Association, the Office of Recreation, Sport and Racing.
- Membership card, which entitles the holder to free admission as a spectator to any event held in the Gymnastics SA State Training Centre.

Club 10 Benefits Scheme

In addition to the above core affiliation benefits, member clubs achieving Star 2 – 5 Accreditation will have access to a range of additional benefits. Please refer to the Club 10 Benefits Schedule that is provided within the Club 10 Affiliation 2010 Welcome kit for specific details.

9. Privacy Statement

Gymnastics SA is committed to providing its members with the highest degree of service. This includes protecting your privacy. The Commonwealth Privacy Act 1988 sets out a number of principles concerning the protection of individuals' privacy, and GSA is bound by these principles.

The aim of the laws is to ensure that organisations manage personal information responsibly, and provides a consistent approach to its collection, use and disclosure. The laws also provide individuals with rights to access their personal information and to change it, if needed.

The Privacy Act requires us to communicate the following important information to all our customers, regarding the use of your personal information:

What is personal information?

Personal information is information about an individual who can be identified, or whose identity could be reasonably ascertained from the information.

How we collect personal information

GSA collects personal information in order to deliver and enhance the services we offer our customers. We collect personal information from you when you do any of the following:

- register to become an affiliated club
- register as a gymnast
- register to become a technical member
- are awarded life membership of GSA
- register your child as a member of a Kindergym club
- enter a GSA event or program
- are selected to represent GSA in a State or National team,
- participate in a GSA course
- purchase merchandise from GSA
- hire the GSA gymnasium
- request information from us
- provide information to GSA staff or volunteers
- participate in a GSA survey
- are employed by GSA, or volunteer to work for GSA
- apply for a scholarship through GSA
- apply for a grant through GSA
- register to receive publications or other material from GSA
- email GSA or any staff member.

How we use personal information

We will only collect information that is necessary for us to carry out our primary purpose of providing services relating to membership, education, events, and merchandise. Your personal information may be used for the following purposes:

- To provide you with the services you require or have requested
- For internal accounting and administration
- For regulatory reporting and compliance
- To identify you so that we can inform you about future services, products, events, etc.

You can advise GSA at any time, by writing to the Administration Officer directly, if you do not wish to receive information about services or products, or if you do not wish us to disclose personal information to any other organisation, including related organisations. Unless you advise us otherwise, you confirm agreement to the above uses of your personal information.

If you choose not to provide GSA with personal information, we may not be able to provide you with the services you require, or are entitled to, nor may we be able to provide service at the level on which we pride ourselves.

When we disclose personal information

We may disclose personal information to other organisations that assist us in providing service to members and customers. These organisations may include:

- Outsourced service providers who manage the services we provide to you, including insurers and insurance brokers.
- Professional advisers, including accountants, auditors and lawyers
- Government and regulatory authorities and other organisations, as required or authorised by law.

We also disclose personal information to the National Body, Gymnastics Australia, as part of membership, insurance and other arrangements.

We limit the use and disclosure of any personal information provided by us to such organisations for the specific purpose for which we supplied it.

When you provide us with information about other individuals, we rely on you to make them aware that you are in turn providing that information to us, the purposes for which we use that information, the types of third parties to whom we may disclose that information, and how they can access it. This is particularly important for owners of clubs who provide the personal information of their members.

Storage and security of personal information

GSA stores personal information on computer databases. Your personal information may also be held in paper and computer file form. We have security measures in place to provide reasonable protection for your personal information, against misuse, loss or unauthorised handling.

Accuracy of personal information

We take reasonable steps to ensure that whenever we collect, use or disclose personal information, it is accurate, complete and up to date.

Access to personal information

You have a right to access your personal information, subject to some exceptions allowed by law. If you would like to access your personal information, please write to the State Administrator, Mr Haydn Bellamy. You may also advise GSA at any time of any possible breaches of your privacy, or about inaccurate, incomplete or out-of-date information.

Please telephone the State Association Office on 8294 8288 if you need any more information on this policy. Further copies of this policy are available from the Association office and can be viewed on the GSA website, www.gymsa.com.au.

10. **National Database Policy**

To assist in maintaining the integrity of our sports National membership database, a policy has been put into place. This policy specifically relates to the administration procedures associated with registration of athletes and does not change and/or alter any rules the Association's Constitution and By-Laws. The policy supports the sport's affiliation standards that have been adopted across Australia, which requires the Association to maintain a register of members. In addition, the policy ensures the Association and Gymnastics Australia can meet their obligations and commitments required by the South Australian Government and the Australian Sports Commission and the organisations we deal directly with for the provision of services, such as Insurance. The policy relates to registration of athletes, regardless of their Gymsport or level.

Following is a summary of key policy components. A copy of the full policy is available from the Gymnastics Australia web site: www.gymnastics.org.au

DEFINITION

The registration of an athlete requires an affiliate club to provide specific personal details on the individual for inclusion onto Gymnastics Australia's national database. This information may be provided to Gymnastics Australia through one of two methods: -

- Manual Registration
- Gymnastics Online

Regardless of the method utilised the information will be stored, used and accessed in accordance with Gymnastics Australia's Privacy Policy.

PRINCIPLES

Regardless of the system chosen from the three available options to pass an athlete's registration details onto Gymnastics Australia, the following minimum information must be provided, for each athlete, before a registration will be recognised by the National Body: -

- Full Name
- Residential or Personal Mailing address
- Date of Birth
- Gender
- Gymsport
- Level of Achievement within their Gymsport

It is the responsibility of the affiliate club to ensure that the above minimum information is provided to Gymnastics Australia to ensure that the individual is eligible to access any membership benefits provided (eg: personal accident insurance).

In addition, the following information is requested and may be provided at the discretion of the individual and/or club: -

- Contact Phone Number
- Email
- Guardian Names

OPERATING FRAMEWORK FOR ATHLETE REGISTRATIONS

Manual Registrations

Affiliate clubs are required to forward athlete details via their State Association or directly to Gymnastics Australia on a regular basis (eg: within 30 days of the athlete joining the club).

Information can be submitted on the printed registration form produced by the State Association or via a printout from a database program that is utilised by the club however, such a printout needs to be in the same format and provide the same information as requested by the State Association Athlete Registration form.

Gymnastics Online

Affiliate clubs are required to enter athlete details directly onto the National Database, on a regular basis.

Gymnastics Australia is responsible for carrying out random audits on the National Database on a regular basis to ensure the integrity of the information being entered. Clubs will be notified of any updates or corrections that may be required and will be responsible for ensuring actions are taken to correct records.

Should a club fail to update the necessary information after two requests access to the National Database will be suspended until written confirmation is received from the club accepting Gymnastics Australia's Athlete Registration policy, in its entirety. Should subscription to Gymnastics Online be suspended due to non-compliance with this policy no refund, total or partial, will be owed to a club.

Should a club continue to NOT provide the minimum information required, Gymnastics Australia, in partnership with the relevant State Association, reserves the right to implement further action in accordance with the National Affiliation Standards and/or the Rules that Govern club affiliation within the relevant State.

SPECIAL CONDITIONS

Privacy Policy

In accordance with National Privacy Laws, Gymnastics Australia has a Privacy Policy in place. This policy outlines regulations governing the collection, use, disclosure, access and protection of personal information in accordance with the Privacy Act. Gymnastics Australia confirms that athlete details will only be disclosed in accordance with this policy.

Appeals & Grievance Policy

Should affiliate clubs, or a registered athlete, at any time believe that they have been unfairly dealt with, they may lodge an appeal in line with the National Bodies Appeals & Grievance Policy. For a copy of this policy please contact Gymnastics Australia.

11. National Club Name Policy

To assist in the coordination of Club names across Australia, a National policy has been adopted and must be adhered to by any club seeking affiliation with Gymnastics South Australia. Following is a summary of key policy components. A copy of the full policy is available from Gymnastics Australia, and their web site.

DEFINITION

The name for a club seeking affiliation, and/or affiliated, to a State Association is the name recognised through the formal process the club has undergone to become incorporated or a registered business. It is this name that is identified and detailed on the State Association's Affiliation & Declaration Application and will be the name that is recognised within all gymnastic documentation and systems including the National membership database.

PRINCIPLES

It is believed that the policy: -

- ***Provides protection to both Governing bodies and currently affiliated clubs within Gymnastics' membership***
How?:- By ensuring that new organisations joining gymnastics' membership are not accepted with names that:-
 - ➔ are already utilised by a member club within State Associations
 - ➔ may be in conflict with National and/or State Governing bodies
 - ➔ can be construed to be in conflict with National and/or State Governing bodies and/or affiliated member clubs
- ***Encourages a harmonious and valuable membership through protecting and recognising the rights of clubs based on their affiliation with State Associations***
How?:- By ensuring that a name accepted through affiliation, and entered onto Gymnastics' National membership database, remains individual to the member club who holds the name. This name must be recognised under the required incorporation and/or business statutory registration processes.
- ***Ensures transparency in regards to accepting club affiliation, based on the recognised name of the club.***
How?:- This policy ensures all organisations seeking membership with State Associations are aware of the affiliation requirements in regards to names, and the purpose behind this policy
- ***Does not restrict, or endeavour to restrict, the right of trade of any organisation, particularly if the organisation wishes to trade outside of the Gymnastics club affiliation scheme***
How?:- This policy is designed to avoid conflict and confusion in regards to names only, within Gymnastics' membership. It is in line with State Associations' Constitutions and supports the meeting of minimum standards prior to affiliation being accepted. This policy only applies to clubs seeking affiliation, or who are currently affiliated with their State Association and wish to change their name. This policy does not restrict trade of organisations who wish to operate outside of gymnastics' membership scheme.

OPERATING FRAMEWORK

As per National Affiliation conditions, any Incorporated Club, Registered Business or School within Australia, which conducts, promotes or is associated with any Gymsport as part of, or all of its business, may apply for affiliation.

Affiliation will only be accepted by State Associations and is based upon meeting National Affiliation Standards and abiding by the State Association's Constitution, By-Laws and adopted policies.

Names that WOULD NOT be accepted

The State Association may reject an affiliation application where it is believed that the name proposed by the club is in conflict, or can be construed to be in conflict with State Associations, Gymnastics Australia and/or existing member clubs. Examples of this would include: -

- Using, either in full, short versions, abbreviated or other variations of, words such as South Australia, Australia, State and/or National as part of the club's name
- Using, either in full or variations of, words that can be construed to sound as if it is a peak gymnastics body through inclusion of such words as High Performance centre and/or centre of excellence
- Using words and/or combination of words, that are already formally recognised through other club memberships either in full or part thereof.

SPECIAL CONDITIONS

Prior Affiliation Exclusion from Policy

Any club who has been affiliated with a State Association and in so being has been listed on the National membership Database, prior to 30th June 2003 with a name that would be considered to breach the above policy will be permitted to maintain their name and affiliation with the State Association, due to their membership being previously accepted.

Privacy Policy

In accordance with National Privacy Laws, Gymnastics Australia has a Privacy Policy in place. This policy outlines regulations governing the collection, use, disclosure, access and protection of personal information in accordance with the Privacy Act. Gymnastics Australia will only disclose information in accordance with this policy.

Appeals & Grievance Policy

Should organisations seeking affiliation, or a currently affiliated club member, at any time, believe that they have been unfairly dealt with they may lodge an appeal in-line with the State Association's Appeals & Grievance Policy.

2010 Fee Structure (Incl GST)	
Registration Fees	
General gymnasts	Club flat fee
Competitive gymnasts	Club flat fee
Kindergym + Cheerleading	\$6.55 per child/term
Venue Hire - Casual	
One gymnast, per hour	\$11.00
Two gymnasts, per hour	\$11.00
Three/Four gymnasts, per hour	\$9.95
Five/Six gymnasts, per hour	\$8.90
Venue hire - clubs	
Affiliated clubs - regular bookings	\$55.00
Affiliated clubs - casual bookings	\$61.00
Other organisations	\$71.50
Venue hire - courses and seminars	
1 hour	\$46.00
3 hours	\$66.00
6 hours	\$81.50
8 hours	\$122.00
12 hours	\$220.00
Club affiliation fees	
Club Affiliation	\$295.00
Schools Affiliation	\$190.00
APRA Licence	\$83.00
PPCA Licence	\$84.00
Technical Membership	
Coach and Judge	\$142.75
Junior Accredited Coach (under 18 years of age)	\$102.85
GA Judge only	\$72.00
GA Junior Judge	\$34.00
Level 1 Beginner Judge	\$36.00
Teacher registration	\$64.00

NB If you are an athlete as well as a Judge or Coach, you are required to register separately as an athlete.