

Woking Gymnastics Club – Terms & Conditions

(Updated April 2026)

1. Membership & Eligibility

Pay Monthly Squad and Recreational Gymnastics

- All gymnasts must hold **current British Gymnastics (BG) membership** and **Woking Gymnastics Club (WGC) membership** to attend classes.
- WGC membership is **non-refundable**.
- Gymnasts may be prevented from participating if class fees or membership are unpaid.
- Gymnasts must be suitably dressed for training, with long hair tied back.
- **No jewellery, watches, or piercings** may be worn in the gym, as these present a safety risk and may invalidate BG insurance.
- Parents/carers must notify WGC of **any changes** to medical conditions, health, contact details, or address.

Pay As You Go (PAYG) Classes

- **Valid BG membership is required** for adult, drop-in, and home education PAYG classes.
- BG membership is **not required** for under-5 PAYG sessions.

Participants will not be permitted to take part without proof of valid BG membership where required.

2. Class Booking & Fees

Pay Monthly Members

- On joining, members must complete an online enrolment form and set up a **Direct Debit mandate per individual gymnast** (siblings require separate mandates).
- Maintaining a valid Direct Debit retains class or squad place and club membership. Failure to do so may result in removal from a class or squad.
- Fees and membership are collected **monthly in advance** as follows:
 - **Squad gymnasts:** training fees, membership, and chalk collected over 12 equal monthly payments.
 - **Other pay-monthly gymnasts:** training fees over 11 payments (August excluded); membership over 12 payments.
- Fees and membership may be **pro-rated** when joining mid-month.

- WGC does **not** offer refunds, make-up sessions, or additional classes for missed sessions.
- If a class place is cancelled and re-enrolment requested, the gymnast may need to be placed on a **waiting list** until space is available.
- As a registered charity, WGC reserves the right to recover unpaid fees. Members experiencing difficulty should contact the **Club Finance Manager**.

PAYG Classes

- All PAYG sessions must be **paid in advance**.
 - Pre-booking via the WGC website is encouraged. Walk-ins are accepted **only if spaces are available**.
 - No refunds or make-up sessions are offered for missed PAYG or adult subscription classes.
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3. Cancellations – Pay Monthly Members

- Training fees and membership operate on a rolling monthly basis.
 - Written notice is required to cancel.
 - Fees and membership already paid are **non-refundable**.
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4. Attendance, Supervision & Facilities

- Children must be dropped off and collected **in person** at reception.
 - Children must not be instructed to meet parents in the car park.
 - Parents/guardians are not permitted in the gymnasium.
 - If a child cannot use the toilet unaided, a parent/guardian must remain on site.
 - No food or drink is permitted in the gymnasium.
 - WGC is not responsible for lost, stolen, or damaged property.
 - Lost property is stored unguarded and disposed of periodically.
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5. Injury, Illness & Class Changes

- Where injury or illness prevents attendance for more than **three consecutive weeks**, parents may apply for a **class fee credit of up to six weeks** (membership remains payable).
- A doctor's note is required.
- WGC may recommend movement to an alternative class where appropriate. Any fee change will be communicated in advance.

6. Adults Only (18+)

- Adult participants must be **18+** and hold valid BG membership.
- Only BG insurance is accepted.
- By attending, participants confirm they are fit to exercise.
- Alcohol consumption before or during classes is prohibited.
- Equipment must be used appropriately and returned after use.
- Entry to the gym is permitted only at the allocated session time.

7. Photography & Privacy

- **Photography and video recording by members, parents, or spectators** is not permitted in the gym unless authorised by the club.
- Unauthorised recording or sharing may result in **membership termination**.
- WGC processes personal data in accordance with its **Privacy Notice** and UK GDPR.

8. Safeguarding, Welfare & Behaviour

- WGC operates in line with **British Gymnastics safeguarding and welfare policies**.
- Welfare concerns must be reported **only** to the **Lead Welfare Officer** at **welfare@wokinggymnastics.co.uk**.
- WGC operates a **zero-tolerance policy** towards abusive, aggressive, or disruptive behaviour.
- Parents must ensure their child is medically fit to participate and declare relevant medical information.
- Qualified first aid will be provided where required.
- Participation involves an inherent level of risk, which members accept by enrolling.

9. Exclusion & Amendments

- WGC reserves the right to exclude or permanently remove members not adhering to club policies.
- WGC may amend these Terms & Conditions from time to time. The current version will always be published on the club website.
- Membership or participation constitutes acceptance of these Terms & Conditions.

10. Codes of Conduct (Summary)

Gymnasts and parents are expected to behave respectfully at all times. Bullying, discrimination, abuse, or threatening behaviour will not be tolerated.

11. Data Handling & Privacy

- WGC processes personal data for **membership administration, safeguarding, insurance, competition entry, and legal purposes.**
- Personal data may include contact details, dates of birth, medical information, attendance records, images, and competition data.
- Medical and safeguarding data is treated as **special category data** and shared **only on a need-to-know basis.**
- Data may be shared with **British Gymnastics, insurers, competition organisers, medical professionals, and safeguarding authorities** where required.
- Data is kept **secure** and retained **only for as long as necessary. Retention periods vary depending on the type of data and legal obligations.**
- Full details are set out in the club's **Privacy Notice**, available on the WGC website.
- By agreeing to these Terms & Conditions, you acknowledge WGC's data handling practices.