



BIRTHDAY PARTIES AT MALDON GYMNASTICS

Terms and Conditions

Venue: Maldon Gymnastics Club, Unit 12, Wycke Hill Business Park, Maldon, CM9 6UZ (behind Morrisons Maldon)

Arrival, set-up and departure

The host family may arrive up to 30 minutes before the scheduled start time to set up and prepare the party room, including any food and drinks.

Guests must wait outside the gym until the scheduled start time. They will only be permitted to enter the building 5 minutes before the time booked.

At the end of the party, the host family may remain for a reasonable amount of time to collect presents and balloons, tidy the party room and complete any other necessary tasks. The gym must be left in the same condition in which it was found.

All rubbish must be collected and placed in the black bin outside. Recycling is strongly encouraged.

Guests must leave the building at the agreed time.

Staffing and supervision

At least two qualified coaches will be present during the party, one of whom will also be a qualified first aider.

For Bronze and Silver packages, the coaches will supervise the children during their time in the gym. For Gold and Platinum packages, the coaches will guide the children through a structured gymnastics session.

Kitchen staff will be present for Silver packages and above.

The host family must provide **one named responsible adult** to help us manage the party and ensure that the venue hire rules are followed.

The responsible adult must:

- Help collecting all guest waivers and keep them readily available in case of an emergency.
- Help sign all children in and out.
- Help our staff ensure that participants behave sensibly.
- Intervene and help stop any instances of inappropriate or unsafe behaviour.

Waivers and parental supervision

Every child attending the party must have a waiver completed and signed by their parent or guardian on the day of the party and before entering the gym.

Children under five years old must have a parent or guardian present. They may wait in the upstairs viewing area or in the waiting area outside the gym.

Parents and guardians are not permitted inside the gymnastics area. In exceptional circumstances, a parent or guardian may be allowed inside the gym, but this must be discussed and agreed with the coaches in advance.

For children with special educational needs or disabilities, suitable arrangements can be made if a parent or guardian needs to remain inside the gym.

Clothing and safety

No shoes, food or drinks are permitted inside the gymnastics area.

Children are encouraged to wear a T-shirt, leotard, leggings, shorts or suitable trousers. Party dresses are discouraged, as they could become caught on the apparatus.

Earrings and other jewellery must be removed. Sharp objects or adornments are not permitted, and long hair must be tied back securely.

No alcohol is permitted anywhere on the premises. Smoking is also strictly prohibited on the premises.

Party schedule

Children will use the gymnastics area for one hour. The following 30 minutes will be dedicated to food and refreshments in the allocated party room.

Once the children have moved into the food area, they will not be permitted to return to the gym, as our staff will begin tidying and resetting the equipment.

Number of children

The gym's standard insurance arrangements cover a maximum of 16 children in the gym at one time. For SEND parties, the maximum is eight children.

The birthday child and any siblings are included in this number, as are any crawling or walking babies or young children.

If you are planning to invite more than 16 children—or more than eight children for a SEND party—the club will need to arrange additional insurance. In some cases, an additional coach may also be required.

For this reason, an additional charge of **£10 per child** will apply to every child above the standard maximum.

Personal belongings

Maldon Gymnastics Club accepts no responsibility for the loss of, or damage to, any property belonging to the host family or their guests.

Medical conditions and additional needs

As we do not know your guests personally, we rely on the host family to inform us if any child has additional needs, a disability or a medical condition.

Where required, we will work with the child's parent or guardian to agree on a suitable plan and discuss how the child can be best accommodated. We want to include and treat everyone equally wherever reasonably possible; however, in some circumstances, the risks associated with participation may outweigh the benefits.

Under the requirements of our insurance, the following conditions are subject to specific restrictions:

- **Rodded back:** The child is unable to take part.
- **Down's syndrome:** The child must have been tested for Atlanto-Axial Instability (AAI), and a document signed by a healthcare professional must be provided before participation. Anyone who tests positive for AAI will be unable to take part in gymnastics activities.
- **Dwarfism:** The child may take part in limited gymnastics activities but cannot participate in anything involving rebound or jumping, including the use of springboards or landing from height.
- **Brittle bone disease:** The child is unable to take part.
- **Detached retina:** The child is unable to take part. If the retina has been repaired, medical consent must be provided before participation.

If any of these conditions are not disclosed and the child is allowed to participate, Maldon Gymnastics Club cannot accept responsibility in the event of an accident, injury or death.

Behaviour and use of equipment

We want every child to have fun; however, safety must always remain our highest priority.

Any activity or behaviour that our coaches consider unsafe will be stopped immediately.

If a child repeatedly breaks the rules, creates a danger to themselves or others, or risks damaging the equipment, we will ask their parent or guardian to intervene.

If the child's parent or guardian is not present, we may have no alternative but to ask the child to sit out or leave the gymnastics area.

Payment

A **non-refundable deposit of £50** must be paid when booking.

The remaining balance, including charges for any additional children, must be paid on the day of the party. Payment can be made by card when entering the gym.

Cancellation or changes

The £50 deposit is non-refundable.

If you wish to change your package or cancel your party, please notify us **asap so that we can make the necessary changes and arrangements.**