

## 2024 PARTY FORM

### Letting agreement for Gymnastics party

Party bookings are for 1 hour 30 minutes and the cost varies depending on the amount of children.

Option 1 - £180.00 - 24 children

Option 2 - £210.00 - 30 children

Coaches will set up the gym for the session and will be in attendance throughout to organise and oversee the gymnastic activities. They will also be able to arrange games if you require.

Option 3 - £13500 - Pre-School set up - no structure.

Under 4's option - For the under 4's we can set up stations as we do for our pre-school classes. 1 hour in the gym and 30 minutes for food (which you supply). This party has no structure and is not coach led. This option is for the younger children and parents/guardians to come into the gym and play, explore and have fun in our safe environment.

Subject to availability parties can be booked on Saturday afternoons, Sundays or day time in the school holidays.

### Booking conditions

- A non-returnable deposit of £75.00 is required to reserve a date.
- The booking form must be completed and returned with the deposit.
- The outstanding money must be paid in full at least one week before the party date. Failure to pay on time will result in the booking being cancelled.

### Safety

- Maximum permitted number of children is 24 5-11 years old (Option 2 – 30 children)
- It must also be made clear that the children should be dressed appropriately for the gymnastic activities. Bare feet in the gym. No jewellery can be worn. No face paint, beaded hair braids, friendship bracelets. If any of the above is worn they will not be allowed to take part.
- The party organiser must keep a list of contact numbers for all children attending without their parents – so they can be contact in case of an accident or other emergency.

The coaches in attendance have the authority to:

- Prohibit any activity that he/she considers to be dangerous or undesirable and to restrict/prohibit the use of items of equipment or areas of the gym as necessary.
- Refuse entry to the gym for any child who is not suitably dressed or is (in the view of the coach) not able to safely use the apparatus due to injury/illness or inappropriate behaviour.
- Children with limbs in plaster will not be allowed to participant in the session.
- Parties are for the children and although it is sometimes tempting for the adults to join in this is not permitted.

## Whitehall Gymnastics Club Organisation Form

### Organisation

- The organiser is responsible for providing food, drink, plates, cups etc.
- No food or drinks is permitted in the gym. NO SMOKING OR ALCOHOL ON THE PREMISES
- No shoes or socks or jewellery are to be worn in the gym.
- The premise will be open 15 minutes before the session commences and must be cleared 15 minutes after the session has ended.
- The organiser must ensure that the premises are left in an acceptable condition (i.e. large debris to be cleared for the eating area and any spillage etc to be cleared up as soon as possible.)
- There is a basic kitchen area, which includes a microwave, a small counter top and a sink for washing up. Organisers are free to use these facilities but must ensure they are left clean and tidy.
- There is a kettle available should you wish to make tea and coffee but you will need to provide your own cups, tea, coffee, milk, sugar etc.
- Please complete and return the attached agreement form with your deposit. You should retain the rest of this form for your information.
- Option 1 and Option 2 – no parents must enter the gym. We do allow 1 adult to enter the gym to come in and take pictures throughout the party.

Name of party organiser		
Party girl/boys name and the birthday they are celebrating (e.g – Charlotte - 8th birthday)		
Date of Party and Time		
Contact Telephone number/s		
Option 1 - 24 children	Option 2 – 30 children	Option 3 – preschool unstructured

- I have read and agree to abide to the 'letting agreement for gymnastics party and conditions set out.
- I have signed up to the club portal and will pay the deposit of £75.00 with this completed form.
- I understand that Whitehall Gymnastics Club accepts no responsibility for injuries to participants or for the losses of valuables.

Signed	
Date	

### Office use only

Lead Coach (1 coach for Option 1)	
Option 1 ( lead coach +1 coach)	
Option 2 (lead coach + 2 coaches)	
Payment history	

