

VICTORY ELITE

G Y M N A S T I C S

PARENT AND ATHLETE GUIDE
2025-2026

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PARENT & ATHLETE GUIDE

This handbook serves as a guide for athletes and parents and applies to all programs offered and managed within our Victory Elite Gymnastics®, LLC. For the purposes of this handbook, Victory Elite Gymnastics® will also be referred to as ‘the gym.’

1. Introduction

Welcome to the Victory Elite Gymnastics®, LLC programs! We are proud to partner with you and your child on their gymnastics journey. This guide is designed to provide parents and athletes with clear information about our programs, policies, expectations, and values.

Our goal is to create a positive, safe, and supportive environment where every gymnast can develop strong skills, confidence, and discipline—both in and out of the gym.

Please take time to review this guide, as it applies to all programs within our academy and serves as a reference throughout your athlete’s experience with us. Hopefully it will answer most of your questions regarding the programs.

2. Our Mission

At Victory Elite Gymnastics®, LLC, we are dedicated to building a safe, positive, and supportive atmosphere where athletes and families feel valued and connected through mutual respect.

We strive to create an environment where every gymnast is encouraged to grow, learn, and thrive. Each athlete in our program receives consistent, high-quality instruction designed to bring out their best. Athletes are expected to follow their coach’s instruction fully participating in all assigned drills, corrections, and class activities.

Choosing to disregard guidance, avoid certain exercises, or follow outside directions will interfere with progress, as results depend on consistently following the training plan as designed by our coaching staff.

Our goal is to maintain a structured, disciplined, and motivating program that emphasizes not only skill development but also character, teamwork, and confidence. With positive guidance and partnership with families, we aim to help every gymnast achieve her goals in and out of the gym.

3. Defining the Terms

The Athlete

The heart of our program is the athlete, without them, there would be no team. Athletes bring passion for the sport, commitment to hard work, and the resilience to overcome challenges. Their journey is about growth: learning from coaches, teammates, and their own experiences. Mistakes are expected, corrections are part of the process, and true progress comes from pushing past limits to discover new strengths.

The Coach

Coaches serve as mentors and leaders, guiding athletes through training and competition. They design programs that balance discipline, motivation, and inspiration, always seeking fresh ways to bring out the best in their athletes. Beyond teaching skills, coaches build connections with athletes, families, the broader team, and even competitors, helping create an environment of respect, growth, and collaboration.

The Parent

Parents play a vital role as supporters of both the athlete and the program. They encourage from the sidelines, trust the coach's leadership, and model respect, discipline, and sportsmanship. Parents celebrate successes and offer comfort through setbacks, understanding that both are essential parts of the journey. While advocacy is important, parents strive to communicate in ways that are respectful and constructive, always reinforcing the values that help their athlete grow in sport and in life.

The Team

Joining the Team program is a year-round commitment that requires dedication, consistency, and hard work. Athletes are expected to train every day each week; master required skills and routines and perform them confidently in competition settings.

Team members must demonstrate both physical and mental readiness, a strong drive to succeed, and a genuine commitment to the sport. Beyond skill, athletes are chosen for their ability to represent the program as role models, showing leadership, respect, and sportsmanship inside and outside the gym.

Family support is also an essential part of an athlete's success. Parents and guardians are expected to encourage their gymnast's journey, model positive behavior, and be prepared to meet the financial and time commitments that come with participation.

Membership on the Team is a privilege earned through effort, dedication, and attitude, it is not automatic or guaranteed.

4. Program Overview

Xcel Program

The Xcel Program, developed by USA Gymnastics, offers a flexible and inclusive competitive option for gymnasts. It's designed to accommodate a wide range of skill levels and time commitments, making it a great fit for athletes who want a personalized gymnastics experience without the demands of traditional programs.

Xcel gives gymnasts the freedom to choose skills that showcase their individual strengths while still meeting program requirements. This flexibility helps athletes progress at their own pace and build confidence in a supportive environment.

Whether your goals include competition, fitness, or just the fun of being part of a team, Xcel provides a rewarding path in the sport of gymnastics.

Compulsory Program

Compulsory gymnastics is the entry stage of competitive gymnastics, where athletes perform set routines created by governing bodies like USA Gymnastics. These routines focus on teaching proper technique, body positions, and basic skills that form the foundation for harder gymnastics later on.

At this stage, every gymnast in a level competes the same choreography on each apparatus. Because routines are identical, judges evaluate only execution—precision, form, and control. Even small mistakes in order or presentation can mean noticeable deductions, which sometimes makes scoring confusing for parents.

Key Points:

- o **Same routines for all:** Girls compete Vault, Bars, Beam, and Floor.
- o **Technique over style:** Clean movements and accuracy matter more than creativity.
- o **Skill foundation:** Focus is on basics like handstands, cartwheels, and back handsprings. These skills form the base for harder elements later on, ensuring gymnasts develop proper technique before tackling advanced tricks.
- o **Scoring:** Starts at 10.0, with deductions for errors. Because every athlete performs identical skills, judging centers on execution rather than routine design. Clean lines, posture, and precision are key. Even small mistakes, such as going out of order, wobbling, or breaking form, can lead to noticeable deductions, which sometimes makes the scoring feel harsh or confusing to spectators.

- o **Level Progression:** Levels 1–5 are compulsory; from Level 6 onward, gymnasts perform optional, personalized routines.

In short, compulsory gymnastics is about mastering the basics. It teaches athletes discipline, sharp attention to detail, and the technical foundation they need for long-term success in the sport.

Optional Program

Optional gymnastics marks the shift from structured, identical routines to individualized performances. Unlike compulsory levels, where every gymnast competes the same choreography, optional routines allow athletes to highlight their unique strengths, preferences, and personal style. In the USA Gymnastics Development Program, optional gymnastics begins at Level 6 and continues through Level 10, with Level 10 being the highest before reaching the elite level.

Key Points:

- o **Custom Routines:** Each gymnast builds their own routines on every apparatus, selecting skills that fit their abilities while still meeting certain requirements set by the level.
- o **Creativity and Difficulty:** Gymnasts can show creativity and flair, especially in floor routines where they pick their own music and choreography. At the same time, routines often incorporate more challenging elements, such as flips, twists, and release moves on bars. As gymnasts progress through the optional levels, the level of difficulty increases significantly.
- o **Scoring and Judging:** Unlike compulsories, where every routine starts from a 10.0, optional scoring depends on both difficulty and execution. Judges evaluate whether a gymnast has included enough difficulty and connections to achieve a 10.0 start value. From there, execution is judged just as closely—points are deducted for errors such as bent knees, wobbles, falls, or lack of control. The final score is the start value minus these deductions, which makes both the choice of skills and the quality of performance equally important.
- o **Level Progression:** Optional gymnastics covers Levels 6 through 10. Each step forward demands more advanced skills and higher expectations for form and artistry.

5. Athlete Rules & Expectations

- **ATTITUDE is EVERYTHING!** - A positive attitude shapes the way you train, perform, and grow. The energy you bring to the gym will not only fuel your progress but also inspire your teammates.
- **FIGHT for what you WANT to make happen!** - Success in gymnastics doesn't come easy—it's earned. Fight with determination, consistency, and heart, because every effort brings you closer to your goals.
- **Good and Kind Heart = Good and Pretty Gymnastics** - Gymnastics is more than skills—it reflects who you are. A kind heart creates graceful movement, strong friendships, and a beautiful presence both in and out of the gym.
- **RESPECT is EVERYTHING!** - Respect yourself, your coaches, your teammates, and the sport. Respect builds trust, discipline, and unity, making the gym a place where everyone can thrive.
- **TRUST the process so you can enjoy the process!** - Growth takes time. Believe in your training, embrace challenges, and enjoy every small victory along the way. Trusting the process makes the journey rewarding.
- **NO PHONES** - The gym is a place for focus and growth. Phones distract from training and connection. Leave them aside so you can give your full attention to becoming your best self.

6. Time Obligations: Training Schedule & Attendance

Competitive gymnastics requires dedication throughout the entire year. Success in this sport depends on consistent participation during both the school year and the summer months.

Gymnastics is a demanding and detail-oriented sport that requires significant time investment from athletes at a young age. The amount of time spent training directly impacts a gymnast's ability to build and refine skills. Missing practices reduces progress, while consistent attendance ensures steady growth. Simply put, an athlete who trains regularly cannot be compared to one who frequently misses sessions.

Schedule Regular Morning Program:

Morning sessions run Monday through Friday, 9:00 AM to 4:00 PM

Schedule Homeschool Morning Program:

Morning sessions run Monday through Friday, 10:00 AM to 5:00 PM. This schedule applies only to athletes enrolled in homeschooling program at the facility with the designated teacher.

Attendance:

We understand that family, academics, and religion must all be priorities and that many of you are juggling multiple schedules. All we ask is that you communicate any conflicts you may have in advance as possible.

Make-Up Policy:

There are no make-up classes and time missed due to late arrival cannot be recovered, as consistency and punctuality are essential to an athlete's development and progress.

Saturdays Practice:

Saturday practices are optional and held from 9:00 AM to 12:00 PM. If a Saturday practice is canceled, gym staff will notify athletes and families through the designated team communication chats.

Morning Program Vacations:

Morning Program athletes will receive **one week off between June and July for vacation**. This scheduled break allows athletes time to rest, recover, and spend time with family, which is an important part of maintaining balance and long-term success in gymnastics. We recognize and appreciate the hard work and commitment our athletes put in throughout the year, and this week off gives them valuable time to recharge physically and mentally.

The exact week of vacation will be announced between November and December each year so families can plan accordingly. Outside of this designated break, athletes are expected to attend all scheduled training sessions, as consistent attendance is essential for safety, skill development, and progress in the sport.

Please note:

Additional absences outside of this scheduled week off should be kept to a minimum, as irregular attendance may affect the athlete's advancement and readiness for competition.

Afternoon program:

- If a gymnast misses more than one day the week of a meet due to school activities or other reasons, they may be scratched from that meet.
- If a gymnast does not attend practice during the full week before a meet, they will not compete in that meet.
- If a gymnast is absent for more than three weeks in total during the summer, they will not be allowed to begin competing in August; their season will start in October instead.
- If a gymnast misses an entire month of practice, their season will be forfeited.
- If a gymnast misses two consecutive weeks of practice, they will miss their first meet of the season.
- **Negative or disruptive attitudes from athletes will result in a one-day suspension.**
- Athletes are expected to attend all scheduled practices. Missed practices cannot be rescheduled or made up.

7. Practices:

Athletes should plan to arrive a few minutes early (about 5–10 minutes maximum) so they are ready to begin on time, as even five minutes can make a difference in an athlete's progress and preparation. Athletes are required to remain until practice has officially ended and they are dismissed by their coach.

Practice Cancellations:

At times, practices may be canceled due to competitions, special events, or scheduling conflicts. While we aim to keep cancellations to a minimum, they are occasionally unavoidable. Families will always be notified in advance when changes occur.

- **Gym Closings:** In the event of severe weather or other emergencies, the gym will follow Miami-Dade County advisories and NOAA Hurricane Center recommendations regarding closures. If a closure is necessary, families will be notified promptly through official social media platforms (Instagram and Facebook) and team communication chats.

Holiday Schedule:

The gym will be closed on the following holidays:

- Easter - April 20th (Date varies each year)
- Independence Day - July 4th
- Labor Day - September 2nd
- Thanksgiving - November 27th, 28th, 29th
- Christmas - December 24th, 25th
- New Year - December 30th, 31st - January 1st

Additional holidays may affect the practice schedule, and any changes will be shared in advance through team communication chats.

Privates:

All private lessons must be scheduled through the Victory Elite Gymnastics®, LLC receptionist. Payment must be made in full at the time of scheduling in order to confirm the session.

- No Refunds or Transfers: Private lesson payments are non-refundable and non-transferable. If an athlete is unable to attend the scheduled session, the payment will be forfeited. Lessons cannot be transferred to another athlete or rescheduled to a different date.
- **For the integrity of our program, it is strictly prohibited for athletes to seek training, private lessons, or instruction from coaches outside of Victory Elite Gymnastics®, LLC. This includes but is not limited to private sessions at other gyms. This policy protects the consistency of training, ensures athlete safety, and maintains the integrity of the Victory Elite Gymnastics®, LLC program. Doing so conflicts with our training methods, creates inconsistency, and hinders progress. Parents and guardians are equally responsible for ensuring this rule is followed. Any athlete found in violation of this policy will be subject to immediate dismissal from the program, with no option to return in the future. No payments or tuition already made will be refunded under any circumstances.**
- **Colleges Camps:** Parents must inform the coaching staff if their athlete plans to attend any of the college's camps.

At Victory Elite Gymnastics®, LLC success is not built overnight—it comes from dedication, patience, and consistent hard work. Every practice is an opportunity to build not only stronger athletes but stronger individuals.

8. Expectations for Gymnasts

Athletes are expected to arrive for every practice prepared both, physically and mentally:

- **Physically Ready:**

Gymnasts must fuel their bodies with a healthy meal prior to training and bring all required equipment for a safe and productive practice. This includes, but is not limited to: a refillable closed-cap water bottle, grips, tiger paws, ankle weights, resistance bands, tape and pre-wrap, bandages, athletic braces or supports, tissues, deodorant, feminine hygiene products (for ages 11+), safety straps for glasses, contact lenses/case/solution, inhalers or other medical necessities, and hair secured neatly with ties and clips.

Wear Victory Elite Gymnastics®, LLC assigned training uniform for each designated day of the week. (leotard, hair bun back, no jewelry).

- **Mentally Ready:**

Gymnastics is a demanding sport that requires perseverance and mental toughness. Gymnasts must arrive with a positive, coachable, and focused mindset. Each practice should be approached with determination, clear goals, and a willingness to push through challenges.

Frustration is natural; however, negative attitudes, disrespect toward coaches, or disruptive behavior will not be accepted. Skills may take many failed attempts before mastery is achieved. Blaming others, making excuses, or adopting negativity hinders progress. Athletes are expected to stay positive, trust the process, and use every challenge as an opportunity for growth.

Athletes are expected to train with the mindset of aiming for excellence—working toward the highest possible score of 10.0—while focusing on becoming the best version of themselves both in and out of the gym.

- **Respect & Communication:**

Always ask permission before leaving the floor for any reason (restroom, water, etc.). **Disrespectful behaviors such as walking away, backtalk, profanity, arguing, inappropriate discussions, or aggressive body language will not be tolerated.**

Athletes must communicate with their coach if they are injured, unwell, or struggling mentally, as safety is our highest priority. Show respect to coaches, teammates, equipment, and the facility.

- **Assignments:**

Complete all coach-directed skill and conditioning tasks. Cutting corners or failing to give full effort is considered disrespectful to coaches, parents, and oneself. **Athletes are accountable for their own conduct and progress.** Arrive on time and stay until dismissed. Treat attendance as a reflection of commitment to personal and team success.

- **Coach Feedback:**

Constructive criticism is a vital part of gymnastics. Just as judges deduct points for errors, coaches are responsible for identifying mistakes so athletes can improve. Feedback is given to strengthen skills, build consistency, and prepare athletes for competition.

Encouragement will always be part of training; however, athletes must also learn to:

- Accept corrections with a positive attitude
- Apply feedback to their practice
- Stay motivated through challenges

By embracing both encouragement and correction, athletes develop resilience and the skills needed for long-term success.

9. Expectations for Parents

- All families are required to uphold the standards and values of the program.
- Support your gymnast's attendance and punctuality.
- Encourage healthy nutrition, proper rest, and balanced routines outside the gym.
- Parents are not permitted to provide technical coaching or corrections to their athletes. Doing so creates confusion and undermines the authority of the coaching staff. Gymnasts are expected to follow their coaches' direction without questioning or conflicting input.
- **Each athlete's training plan is individualized, and progress will look different for every gymnast. Parents should refrain from making comparisons or forming opinions about another athlete's training path, as every journey is unique.**
- Please do not request additional training assignments for home practice; **if supplemental work is necessary, the coaching staff will communicate this directly to the athlete and/or parent.**
- We kindly remind parents that applying extra pressure or pushing an athlete beyond what coaches require can create unnecessary stress, which often leads to frustration or a loss of enjoyment in the sport. In the same way, comparing your child to other gymnasts can be discouraging and harmful to their confidence. **The best way to support your athlete is by encouraging their individual progress and trusting the training process.**
- Parents are encouraged to support their child's journey in gymnastics while remembering that true progress comes from the athlete's own effort and commitment. A child cannot achieve long-term success solely from a parent's wishes or ambitions; growth happens when the gymnast is personally motivated and giving her best.
- **Celebrate progress, not just medals or scores.**
- **Parents are expected to demonstrate professionalism and serve as positive role models for their athletes. Gossip, negative comparisons, assumptions, or disruptive behavior will not be tolerated. Any misconduct—by either the athlete or the parent—may result in disciplinary action, including removal from the Competition Team.**

- Participation in this program requires respect for all established policies, including financial obligations. Tuition and fees must be paid in accordance with stated guidelines; failure to do so may jeopardize continued participation.
- **Communication with coaching staff must be handled appropriately. Concerns should be submitted via email to request a scheduled meeting. Coaches are not available to discuss issues immediately before, during, or after practice, as this interferes with their professional responsibilities on the floor. Urgent matters must be directed to the front office staff, who will ensure the information is relayed properly.**
- **All families are expected to comply with program rules and policies, as well as all posted signs within the observation area and gym. Please note that procedures may be updated at any time if necessary to protect the safety, integrity, and best interests of the athletes and the program.**

Conditioning Philosophy:

Conditioning is never used as punishment. *It is an essential part of developing strength, safety, and long-term success in gymnastics.* The more conditioning athletes complete, the stronger and more confident they become in their skills.

Athletes who consistently demonstrate good work ethic, discipline, and mastery of form may be invited to join the **Advanced/Elite Group**, which trains at a higher intensity. This mirrors structures in other sports, where athletes progress into advanced groups once they can independently perform drills and maintain proper form.

Coaching Pathways:

At Victory Elite, our goal is to provide every gymnast with the best environment to grow in skill, strength, and confidence. To achieve this, training is structured into two pathways:

Main Program (All Levels)

- Focus on fundamentals, proper technique, and consistent work habits.
- Athletes in this program receive the coaching and support needed to master drills, build strength, and prepare for advancement.

Advanced / Elite Program (Invite-Only)

- Designed for athletes who consistently demonstrate:
 - Mastery of form and drills
 - Strong work ethic and discipline
 - Positive attitude and self-motivation
- Training is faster-paced, with higher-level drills, conditioning, and advanced routines.
- Entry is based on readiness, not age or level alone, and athletes may be invited when coaches determine they are prepared.

Advancement Policies

Coach Decisions on Levels

Coaches have the final decision regarding the level at which each gymnast competes. Placement is based on readiness, skill mastery, and the long-term development of the athlete.

Progression Through Levels

As an institution, VE does not recommend skipping levels or seasons. While it may appear to accelerate progress, experience shows this often leads to setbacks in later years. Athletes may struggle to build the proper foundation, and progress may plateau a few levels later.

Completing Full Seasons

VE strongly recommends that gymnasts complete full competitive seasons. Consistent participation helps athletes gain the experience, confidence, and resilience needed to succeed at future levels.

These guidelines are in place to protect athletes from burnout, ensure safe and steady progression, and build a strong foundation for long-term success in gymnastics.

Important Notes:

- **Conditioning is never used as punishment. It is an essential part of building strength, safety, and success.**

- **Group placement is a coaching decision based on performance, effort, and readiness — not parent requests.**
- **Both pathways are vital and respected parts of the VE program, and athletes can thrive in either environment.**

10. Advancement & Development

- **Skill Tracking:** Athlete development is monitored closely, with progress evaluated through training consistency, technique, and mastery of required skills.
- **Opportunities:** Gymnasts showing mastery and commitment may be recommended for higher-level groups, competitions, or specialty clinics.
- **Evaluation:** Competitive level placement is determined exclusively by the coaching staff. These decisions are made using their professional experience, training, and expertise in evaluating athlete readiness. Coaches are uniquely equipped to assess skill proficiency, consistency, maturity, and overall preparedness, and therefore make the final determination of the appropriate level. These decisions are not subject to negotiation by athletes or parents.

11. Code of Conduct

- **Athletes:** Must treat all teammates with kindness, respect, and encouragement. **Negative talk, gossip, or comparisons are strictly prohibited.** Examples include: congratulating others on their success, offering support when a teammate struggles, and avoiding comments such as celebrating another athlete's mistake or comparing skills/abilities.
- **Parents:** Are expected to model good sportsmanship and show respect toward staff, athletes, judges, other parents, and competitors from other gyms. Examples include: cheering positively for all athletes, **refraining from sideline coaching, avoiding gossip or criticism of coaches, and respecting gym and meet policies.**
- **Meet Behavior:** The same standards of respect, encouragement, and professionalism apply during competitions with other gyms. Both athletes and parents represent Victory Elite Gymnastics®, LLC at every meet, and behavior is expected to always reflect the values of the program. Examples include: encouraging your athlete and teammates without putting down others, showing respect to judges and officials regardless of scores, and never celebrating another athlete's mistakes.

- **Zero Tolerance:** Bullying, disrespect, disruptive conduct, or any negative comments about Victory Elite Gymnastics®, LLC —or toward athletes, staff, or parents from other gyms—whether inside the facility, during competitions, or in any public setting, will not be tolerated. Examples include: mocking another athlete, spreading rumors about coaches or teammates, speaking negatively about the program, or celebrating poor performances by others.

Violations will result in disciplinary action, including a **mandatory one-week suspension**. No refunds, credits, or schedule adjustments will be provided during the suspension period. Repeated or severe violations may lead to further consequences, up to and including removal from the program.

12. Disciplinary Action

- The development of the coach/gymnast relationship is vital to the success of the athlete. Therefore, we cannot and will not run to the parent every time there is a problem. We will attempt to build our own relationship with our athletes. Those relationships are built on time shared, belief in the same dreams and values, work performed together, and the emotional ups and downs that are part of all important ventures. In the instance that we need your help to overcome a challenge that is too much for us to accomplish on our own, we will contact you.
- The coaches reserve the right to remove any gymnast who may be disrupting the progress of a class or endangering themselves, the coaches, or other gymnasts.

13. Health & Safety

- Injuries or limitations must be reported to the coach immediately.
- Proper warm-ups and conditioning are mandatory before skill training.
- Parents are asked to keep coaches informed of any relevant information regarding their athlete, including injuries, illnesses, or other concerns.
- Any open wounds (such as cuts or blisters) or contagious skin conditions (including warts, athlete's foot, impetigo, or ringworm) must be properly covered with a bandage and athletic tape before entering the facility and must remain covered for the duration of practice.
- Athletes who have a fever, pink eye, lice, or any other highly contagious condition may not enter the facility. If an athlete arrives while symptomatic or untreated, parents will be contacted to pick them up to protect the health and safety of all gymnasts and staff. Families are responsible for ensuring contagious conditions are being properly treated by a medical professional before returning to practice.

- Because gymnastics involves close contact with shared equipment such as mats, beams, and bars, the spread of germs or skin conditions can happen quickly. These precautions are in place to keep the training environment safe, healthy, and comfortable for every athlete and coach.
- Parents should ensure athletes are cleared for physical activity by a doctor.

14. Gym Rules and Policies

Safety Policies:

Our priority is to maintain a safe and positive training space for every athlete. While gymnastics, like any sport, carries certain risks, following the gym's safety rules greatly reduces them. We ask that athletes and families partner with us by respecting these guidelines to help ensure a secure training environment.

Equipment:

Using equipment safely ensures that athletes can train effectively while minimizing risk of injury. Athletes may only use equipment under the supervision and instruction of a coach. Gymnasts are expected to always treat all equipment with care and respect.

Dress Code:

Proper attire and hygiene help create a safe, professional, and comfortable environment for all athletes.

- Wear Victory Elite Gymnastics®, LLC assigned training uniform for each designated day of the week (leotard, hair bun back, no jewelry).
- Hair should be neatly secured and kept out of the gymnast's face. Good personal hygiene is expected. Athletes should come to practice clean, showered, and with deodorant as needed, to maintain a fresh and respectful training environment.

Observation Area Policy:

To maintain a safe, respectful, and focused environment, we ask all families and visitors to follow these guidelines. These policies help protect athlete privacy, reduce distractions, and ensure that the gym remains a positive space for everyone.

Facility Access:

Only athletes who are actively participating in class are permitted on the gym floor. Unsupervised children are not allowed in the building. Parents and family members should avoid standing in or blocking the entrance when dropping off or saying goodbye. This ensures a safe, efficient flow of athletes entering and exiting the gym and prevents unnecessary distractions or delays during transitions.

Coaching Boundaries:

Please refrain from signaling, gesturing, or giving corrections to your child while they are on the gym floor. Coaching should be left to the coaching staff for the safety and focus of all athletes.

No Parent Interaction During Class:

Parents should not speak to the coach, or distract their child during practice. Even small interruptions can impact athlete concentration and create safety risks. Parents must also not open the gym door to call the coach or their child, as this disrupts both the athlete and the class environment. All communication should be directed through the receptionist or scheduled meetings, not during active training sessions.

Photos & Videos:

To respect the privacy of all gymnasts, photos and videos are not allowed during regular practices. Parents may take pictures only during private lessons or at times specifically approved by coaches or staff. Flash photography is never permitted.

Supervision of Siblings:

Children who are not participating in class must always remain with their parent/guardian in the observation area. Running, climbing, or roaming the gym is not permitted.

No Skills in Lobby/Observation Areas:

Gymnastics skills are not to be attempted in the lobby or observation areas. These spaces are for watching or waiting, not training.

Noise & Courtesy:

Please keep noise to a minimum to avoid distracting athletes and coaches. Be considerate of other parents and guests who are also observing.

Respect Boundaries:

Parents may not discipline, correct, or reprimand athletes other than their own. Any concerns regarding another athlete's behavior should be addressed directly with a coach or staff member.

Lobby use for homeschooling athletes in the morning program:

In the mornings, the lobby is used as a quiet study area for homeschool athletes participating in the Morning Program with the designated teacher. To maintain this learning environment, **only those enrolled in the program may complete schoolwork in the facility.** Families are asked to remain outside until the session ends, while athletes with a 9:00 AM start time may enter the gym directly. If you would like your athlete to participate in homeschooling at the facility, please contact the staff for details regarding cost and available services.

Privates in the morning:

Parents may wait in the lobby while their athlete is in a private session. If siblings are present, they must always remain supervised and maintain proper behavior and quiet to avoid disrupting homeschooled athletes. **Running, roughhousing, or loud play in the lobby is not permitted.** Families are also responsible for cleaning up after themselves to keep the space safe and welcoming for everyone.

Lunch at the lobby in the morning program:

If you would like to enjoy lunch with your athlete, we kindly ask that you use the outdoor picnic area. This ensures the lobby remains a safe and private space for all other gymnasts.

Birthday celebrations:

Families are welcome to celebrate birthdays or special occasions at VE with snacks, cake, or small decorations. Please note:

- Parents are **responsible for all setup and complete cleanup afterward.**
 - Dispose of all trash
 - Wipe down tables
 - Remove any decorations brought in
- Please **notify the secretary in advance** of your celebration so we can plan accordingly.

Creating a Safe Space for All:

At Victory Elite Gymnastics®, LLC, the safety and comfort of our athletes, families, and staff are our top priority. To keep our gym a welcoming environment, we kindly ask that no firearms, knives, or weapons of any kind be brought into the facility. We appreciate your partnership in helping us provide a safe and positive space where our athletes can focus on their training and growth.

15. Financial Obligations

We are committed to providing clear information about all financial expectations so families can plan ahead with confidence.

Annual Membership Fee:

A registration fee or family membership fee is required each year at the time of enrollment. Annual renewal is due June 1st every year.

Tuition Information:

Please make sure your family account has a current credit card on file, as monthly tuition will be billed every month.

- Tuition is due between the 1st - 3rd of the month.
- Invoices are mailed or emailed only to PAST DUE accounts.
- A \$75 late fee will be charged if the monthly tuition payment is not received between the 1st through 3rd of the month.
- All returned payments will receive a \$25 fee.

Late Payment & Non-Payment Policy:

Tuition Policy

Due Dates & Late Fees

All tuition must be paid on or before the designated due date each month. Payments not received by the due date will incur a late fee.

Past Due Accounts

Accounts more than 15 days past due may result in the suspension of the athlete from practices, classes, or competitions until the balance is resolved. Athletes with unpaid tuition will not be permitted to attend or compete until payment is received.

Unpaid Balances

Accounts that remain unpaid for more than 60 days may result in removal from the program and forfeiture of the athlete's placement.

Tuition Regardless of Attendance

Tuition is charged regardless of attendance. Similar to rent or mortgage payments, tuition remains due even if your gymnast is absent due to travel, illness, injury, or other reasons. Team placement is not affected by missed practices.

Cancellation Policy:

All cancellations must be submitted in writing via email to **VictoryEliteGymnastics@gmail.com** no later than the 25th of the month prior to the month of cancellation. This allows sufficient time to process changes before tuition billing occurs.

Athletes who withdraw from the program will be subject to a minimum one (1) calendar year waiting period before they are eligible to re-enroll. This policy ensures fairness, consistency in training groups, and proper planning for team placement. **Tuition already paid is non-refundable, and partial-month attendance will not be prorated.**

Morning Program Tuition Obligation:

Enrollment in the Morning Program is a full-year (12-month) financial commitment. Tuition is billed monthly but represents the total annual program cost divided into 12 equal installments. Tuition is required every month, regardless of attendance, vacations, illness, or other absences. Tuition secures the athlete's placement in the program, supports staffing and facility costs, and ensures consistent training. Missed practices or time away from the gym do not reduce the financial obligation. No credits, refunds, or adjustments will be provided for any absences. In cases of extended medical leave, families may submit a written request for review, but approval is at the sole discretion of management.

USAG Athlete Membership:

All athletes competing must hold a current USA Gymnastics (USAG) membership in order to participate in sanctioned competitions. Parents are responsible for obtaining and maintaining this membership prior of committing to competitions.

16. Use of Gym Property and Materials

Athletes and families are reminded that all Victory Elite Gymnastics®, LLC merchandise (team apparel, warm-ups, practice gear, and other branded items) is the property of the gym's competitive identity and may only be worn while actively enrolled. If an athlete discontinues participation with the gym, the use of Victory Elite Gymnastics® merchandise outside of the program is not permitted, as it represents affiliation with the team.

Additionally, all routines, choreography, and training plans developed by Victory Elite Gymnastics®, LLC staff are considered the intellectual property of the gym. These routines are designed specifically for our athletes and cannot be reused, performed, or transferred to other gyms or programs if an athlete leaves the gym. These guidelines are in place to protect the integrity of the program, the work of the coaching staff, and the athletes who continue to represent the team.

17. Photo & Media Release Policy

Victory Elite Gymnastics®, LLC reserves the right to photograph and/or record athletes during practices, classes, events, and competitions for educational, promotional, and informational purposes. By enrolling in our programs, parents/guardians grant permission for Victory Elite Gymnastics®, LLC to use their child's image, likeness, first name, and/or voice in the following forms of media, without compensation:

- Official gym publications and promotional materials (print and digital).
- Social media platforms managed by Victory Elite Gymnastics®, LLC.
- The official Victory Elite Gymnastics®, LLC website.
- Local media coverage of events or competitions.

All photos and videos will be used in a respectful and professional manner, highlighting athletes' achievements and promoting the academy's programs. Parents/guardians who do not wish for their child's image, likeness, or name to be used must notify Victory Elite Gymnastics®, LLC in writing prior to the start of the program year. Without written notice, consent is assumed as part of the athlete's enrollment.

Liability Waiver:

Once photos or videos are shared with third-party organizations such as news outlets, event hosts, or media companies, Victory Elite Gymnastics®, LLC cannot control or be held responsible for how those external parties may use, distribute, or reproduce the content. By granting permission, parents/guardians acknowledge and accept this risk.

18. Communication

The receptionist will be available between **3:30 PM and 8:00 PM** to assist with questions, scheduling, and general inquiries. For matters that require more in-depth discussion, a 15-minute meeting may be scheduled with the appropriate staff member. To ensure efficiency and clarity, the specific purpose and details of the meeting must be provided in advance.

In some cases, staff may determine that an email is a more appropriate or efficient method of communication, and families are encouraged to use this option whenever possible for non-urgent matters.

Please note that meetings should be scheduled ahead of time and may not be conducted spontaneously before, during, or immediately after training sessions, as this disrupts the coaches' ability to focus on the athletes.

Emergencies:

In the event of an urgent matter, families may communicate directly through the chat or via the receptionist. This ensures the message is relayed quickly without interrupting training.

- Coaches will provide important updates about schedules, events, and expectations through the corresponding group chats. Families are responsible for checking these chats regularly to remain informed of all communications. Please note that failure to review or respond to these updates does not excuse missed obligations, including but not limited to practices, events, schedule changes, or financial commitments.
- Please allow 24–48 hours for non-urgent responses from staff.

19. Competitive Season Guidelines:

Between the months of May and July, Victory Elite Gymnastics®, LLC will release competitive season information for each group: Xcel, Compulsory, and Optional teams. Details will be provided as planning for each program is finalized to ensure families receive the most accurate and complete information for the upcoming competition season. The plan will include important information such as competition dates, locations, entry fees, and deadlines. Participation in scheduled competitions is an essential requirement for all team members. Competitions provide valuable experience, allow athletes to monitor their progress, achieve qualifying scores for State Championships, and contribute to the team's overall placement in group standings. Attendance ensures the full benefit of being part of a competitive program.

Please note:

State, Regional and National Championship participation is contingent on an athlete's eligibility and qualifying scores as determined by the governing competition body. Not all athletes will automatically qualify to attend these meets.

If an emergency prevents an athlete from attending a scheduled competition, **families must notify the gym by direct communication as soon as possible**. Please be aware that competition organizers enforce strict registration deadlines. Once an athlete has been registered and fees have been paid, refunds are not available under any circumstances. Missing a meet does not remove the financial obligation.

Competition-Related Fees

- All required competitive fees must be paid in full by the published deadline. Partial payments are not permitted.

Coaching Fee

This fee covers expenses incurred by coaches during competitions. This includes wages, travel costs, lodging, and meals. The fee is collected as a lump sum before the competitive season begins.

Travel Accommodations

Families are responsible for arranging their own travel to and from competitions. While some host gyms may offer discounted hotel rates through designated "host hotels," staying in these hotels is optional. Families may select accommodations that best meet their needs.

Competitive meet schedules

Athletes are only assigned to compete in one session during a meet weekend. Each session generally lasts 4–5 hours. Official session assignments are usually distributed at least one week prior to competition, but on occasion, final details may arrive closer to the meet date.

All competition information will be communicated directly by Victory Elite Gymnastics®, LLC through group chats. Information found on outside websites or from third-party sources may not reflect the most current updates and should not be relied upon. Parents are expected to carefully read and stay up to date with all communications from Victory Elite Gymnastics®, LLC, as those communications are the only accurate and final source of competition information.

Families are not permitted to contact host gyms for meet information. Once Victory Elite Gymnastics®, LLC, receives finalized details, schedules will be communicated directly through team communication chats.

Athlete Attire

Gymnasts must arrive in their team leotard and warm-ups, with weather-appropriate outerwear and black shoes. Hair must be styled neatly in a high bun, secured tightly, and finished with the team bow. **No additional or unapproved hair accessories are permitted.** Jewelry is prohibited. Per USAG policy, no nail polish is permitted on hands or feet. Make-up must be kept minimal—"stage make-up" is not permitted. Undergarments must match the leotard or skin tone and remain completely hidden.

Competition Bag Requirements

Athletes must carry a dedicated competition bag containing the following essentials:

- Closed-cap water bottle Grips and tape supplies for rips/blisters
- Nail clippers, bandages, tissues, hand sanitizer
- Extra hair supplies (bobby pins, elastics, spray, brush/comb)
- Feminine hygiene products A light, healthy snack

Athlete Conduct

Gymnasts are expected to demonstrate professional behavior, courtesy, and respect toward teammates, coaches, judges, competitors, and spectators.

Athletes should maintain a positive attitude and recover quickly from mistakes without negative displays such as crying, arguing, or poor sportsmanship.

- Disruptive behavior—including disrespect, arrogance, or inappropriate gestures—will result in immediate removal from the competition and/or awards ceremony.

Gymnasts must remain with their team throughout the competition and awards ceremony until dismissed by their coach.

Parent & Spectator Guidelines (Per USA Gymnastics Rules):

Parents and spectators must remain in designated spectator areas. Parents and spectators are strictly prohibited from entering the competition area under any circumstances. The competition floor is reserved exclusively for athletes, coaches, and meet officials. The only exception is in the event of a true emergency, and only if specifically instructed by a Victory Elite Gymnastics®, LLC coach.

Parents are prohibited from approaching judges, meet officials, or entering restricted areas at any time. All questions must be directed to the coaching staff. Flash photography is not allowed at sanctioned competitions. All recording devices must have flashes/spotlights

turned off. Violations may result in meet interruptions.

Parents and spectators must refrain from making negative remarks about Victory Elite Gymnastics®, LLC, other gyms, athletes, coaches, judges, or fellow spectators. Please remember that meet venues are public spaces, and conversations can easily be overheard. From the moment you arrive at the competition until you leave, conduct yourself as though your actions and words are always visible—because they are.

Athletes must remain with their teammates for the **entirety of the meet and awards ceremony**. If a family needs to leave early, this needs to be communicated to the coaches or staff.

Competition Day Procedures

Athletes should eat a well-balanced meal approximately **two hours before** competition for sustained energy.

Gymnasts check in with their coach at the designated time and will then sit with their teammates until escorted into the competition area.

Once inside, athletes may not interact with family members until the conclusion of the meet.

After competing, gymnasts will join their teammates in the awards area. Snacks may be eaten before the ceremony begins, but **all food must be put away once awards are in progress**.

Following awards, athletes are dismissed to their parents and are expected to clean their area before leaving the venue.

Gymnastics Community Standards

Gymnastics is both an individual and a team sport, but it also functions as a **small, close-knit community**. Families, athletes, coaches, and judges are expected to uphold a culture of **encouragement, respect, and integrity** both in and out of the gym.

We aim to develop athletes who not only achieve competitive success but also demonstrate **character, humility, and leadership**.

State, Regional & National Qualification

Qualification requirements for State, Regional, and National Championships vary by level and may change from year to year. Requirements may include qualifying scores, event/all-around placement, skill mastery, work ethic, consistency, and attendance.

Athletes who qualify are expected to represent Victory Elite Gymnastics[®], LLC with pride, humility, and respect for teammates and competitors alike.

19. Closing Note

We are honored to guide your gymnast's journey. With discipline, consistency, and teamwork, this program will build not only stronger athletes, but stronger young women.

Together, we will help each gymnast grow in **skill, confidence, and character**.

Victory Elite Gymnastics® Athlete & Parent Agreement

I/We have read and agree to the information, rules, policies, and financial commitments outlined in the Victory Elite Gymnastics®, LLC Parent & Athlete Guide. I/We understand that membership on the team is both a privilege and a commitment and agree to support all team activities and fulfill all related obligations.

_____ has my/our consent and permission to participate in the Victory Elite Gymnastics®, LLC program.

By signing below, the gymnast and her family commit to completing the full competitive season, concluding with the State Competition or May 31, 20____. Families also agree to remain financially responsible for all team-related expenses, including but not limited to leotards, warm-ups, competition fees, and any other costs incurred during the season.

_____ Parent/Guardian Signature