

Performance Activity Cancellation Guidelines

Rationale

- Increase in cancellations of gymnast(s) attendance at pathway activities within 24-48 hours.
- Increased costs incurred by SG from venues due to last minute cancellations.
- Try to reduce costs incurred by SG if a gymnast is sent home from an activity.
- Costs should be passed onto club/gymnast if cancellation is confirmed out with new agreed cancellations guidelines across all disciplines.
- Try to increase communication from club/coach to SG advising of potential cancellations due to injury or ongoing issues with gymnast(s).

Cancellation guidelines for residential activities

- If a gymnast is sent home from any SG residential activity by the team manager, head coach or national technical lead due to conduct, behaviour, attitude, poor work ethic – regardless of when gymnast is sent home from the activity (100% of the remaining accommodation and catering costs will be payable by the gymnast) no refund will be processed.
- If a gymnast is sent home from any SG residential activity by the team manager, head coach or national technical lead due to suffering an injury or an illness during the activity – 50% of the remaining accommodation and catering costs will be refunded to the gymnast.
- If a club/gymnast/parent or guardian withdraws from the programme or from a residential activity after their attendance has been confirmed and booked, 100% of the costs will remain.
- If a gymnast cancels due to a new injury/medical condition, discussion will take place with the relevant SG performance manager, and partial attendance and/or costs will be discussed.

Cancellation guidelines for non-residential activities

- If a gymnast is sent home from any SG non-residential activity by the team manager, head coach or national technical lead due to conduct, behaviour, attitude, poor work ethic – regardless of when gymnast is sent home from the activity no refund will be processed.
- If a club/gymnast/parent or guardian leaves any SG non-residential activity due to suffering an injury or illness during the activity – 50% of the remaining costs will be refunded.
- If a gymnast cancels due to a new injury/medical condition, discussion will take place with the relevant SG performance manager, and costs will be discussed.
- If a club/gymnast/parent or guardian cancel the gymnast's attendance at any non-residential activity, this must be due to extenuating circumstances which will affect the gymnast's ability to take part in the activity.

Extenuating circumstances are serious and exceptional circumstances or events which are unexpected and unavoidable. Examples of these may be serious illness or accident, death or serious illness of a close relative or friend. Examples of problems that are NOT valid as a reason are:

- Minor medical conditions such as: colds, headaches, sleeping problems and minor anxiety and stress.
- Social obligations and similar avoidable commitments such as holidays, weddings, parties and sporting fixtures.

If evidence of an extenuating circumstance cannot be verified 100% of the costs will be payable by the gymnast.

Cancellation guidelines for representative events

Cancellations for a representative event must be discussed directly with the relevant SG performance manager and a decision will be made to costs being incurred or refunded. The timing and nature of the cancellation will be taken into account when a decision is made.

Payment policy

- Payment for all camps (residential/non-residential) must be made in full prior to the activity taking place.
- If a payment plan has been agreed – a signed agreement will be put in place and the debt must be paid off within the same financial year of the activity.
- If payment is not received/debt rises, SG reserves the right to stop gymnast attendances at any future performance/pathway activities until the debt is paid up in full.