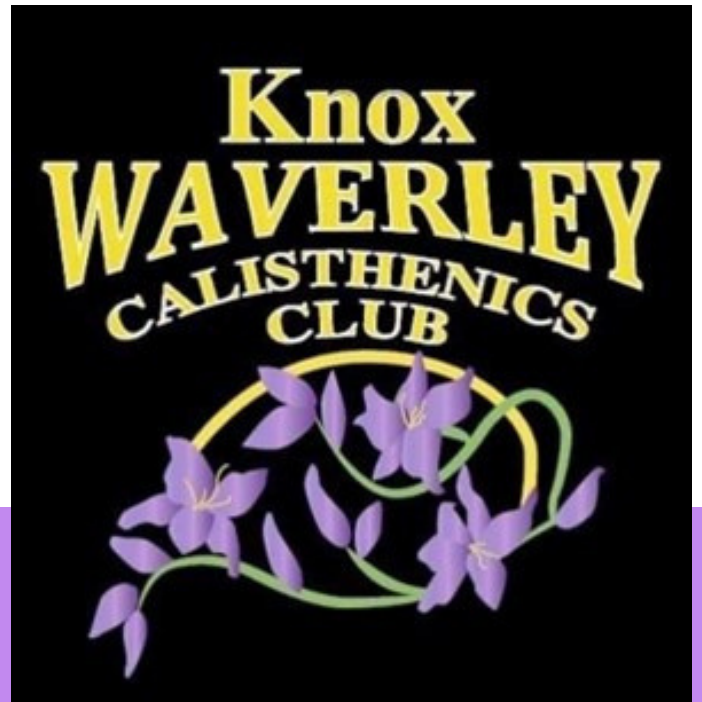


KNOX WAVERLEY
CALISTHENICS CLUB



MEMBER HANDBOOK

Knoxwaverleycalisthenics@gmail.com
www.knoxwaverleycc.com.au

Wantirna College
90 Harold Street
Wantirna Victoria 3152

ABN 52 958 631 042

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WELCOME & INTRODUCTION

Welcome to Knox Waverley Calisthenics Club (KWCC)!

We are delighted to have you join our calisthenics family and we look forward to supporting you on your calisthenics journey.

This handbook has been developed to provide families and members a clear understanding of KWCC, conduct, uniform requirements, class etiquette, and contains information for the 2024 Calisthenics season.



ABOUT OUR CLUB

KWCC began as Waverley Calisthenics Club in 1962 as a club for women who wished to have a form of regular exercise in the local area. As the Waverley area increased in population, a children's class began and has been running ever since.

In 2006, the club moved to Knox and at the end of 2014, a decision was made to change the club name to 'Knox Waverley Calisthenics Club' to reflect our new home as well as retain our history.

Knox Waverley Calisthenics Club Incorporated (KWCC) is a not-for-profit Gold Leading sporting club fostering a fun, inclusive and safe environment in which girls, boys and women can develop their technical dance skills and perform in team or solo based competitions.

KWCC is a child safe, drug free and inclusive environment that welcomes all abilities.

We aim to provide an environment where participants can:

- Learn a variety of calisthenics skills from qualified coaches,
- Develop confidence, discipline, and self-esteem,
- Develop fitness and coordination,
- Learn to work as a team,
- Develop friendships,
- Express their love of dance and performance in a positive inclusive environment.



KWCC VISION

‘To inspire a sense of strong club spirit, community, unity and inclusivity among all KWCC members; to encourage participants’ continual growth in confidence, excellence and passion for Calisthenics’.



CALISTHENICS VICTORIA

Calisthenics Victoria is the recognised state sporting association for calisthenics in Victoria. They are our member-based organisation, governed by a voluntary Board who oversee the strategic direction of Calisthenics in Victoria.

For more information, please see their website: <https://calisthenics.asn.au/>

2024 COMMITTEE

KWCC is run by a Management Committee who are elected officials of the club. All KWCC members are permitted to vote in the annual AGM.

Please see the [KWCC Constitution](#) which is available on the KWCC website.

PRESIDENT

Jan Camm



VICE PRESIDENT

Mandy David



SECRETARY

Helen
Georgiou



TREASURER

Renee Peake



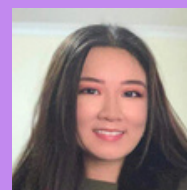
MINUTES SECRETARY

Nimrit Kakkar



COACHES COORDINATOR

Joy Wong



MEDIA & MARKETING COORDINATOR

Tav Kakkar



EVENTS & FUNDRAISING COORDINATOR

Samantha Robinson



GRANTS & SPONSORSHIPS COORDINATOR

Paisley Flinn



MERCHANDISE COORDINATOR

Bonita Gu Yang



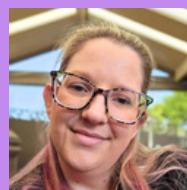
GENERAL MEMBER

Kellie Bourke



GENERAL MEMBER

Rhiannon Felgate



Key Contacts

President (for any queries or concerns): knoxwaverleyccpresident@gmail.com

Secretary (for any administrative business): knoxwaverleycalisthenics@gmail.com

Treasurer (for any financial business): knoxwaverleycctreasurer@gmail.com

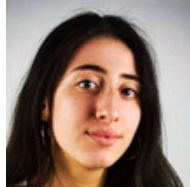
2024 COACHES

TINIES

Alicia
Head Coach



Marisa
Assistant



Adele
Assistant



Rhiannon
Assistant



SUB-JUNIORS

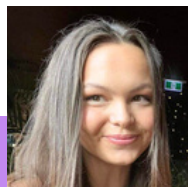
Tameka
Head Coach



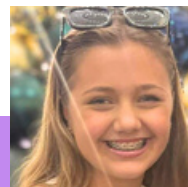
Kellie
Assistant



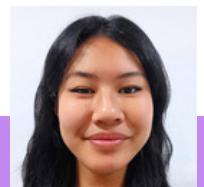
Kayla
Assistant



Ashley
Assistant



Phoebe
Assistant



JUNIORS

Emma
Co-Coach



Rosie
Co-Coach



Caitlyn
Assistant



Adele
Assistant



Nicole
Assistant



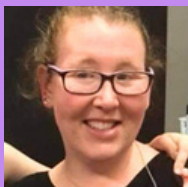
Erin
Assistant



INTERMEDIATES

Pam

Head Coach



Jayne

Assistant

SENIORS

Joy

Co-Coach



Bonita

Co-Coach



MASTERS

Emily

Co-Coach



Bronwyn

Co-Coach



MENTOR COACH

Jan

All Sections



2024 CLASSES

Club Venue

The KWCC club rooms are located at [Wantirna Secondary College - 90 Harold Street, Wantirna.](#)

Team Sections

KWCC will have 6 competitive sections in 2024, broken into the following age groups:

| | | | |
|-------------|--------------------|---------------|--------------------|
| Tinies | 3-7 years | Intermediates | 17 years and under |
| Sub-Juniors | 10 years and under | Seniors | 16 years and over |
| Juniors | 13 years and under | Masters | 26 years and over |

Training Days and Times

Our Club trains on Tuesdays. Class times are listed in the table below. Please monitor your team's Facebook page for any changes that may occur throughout the year.

| | | | |
|-------------|-------------|---------------|-------------|
| Tinies | 5.00-6:15pm | Intermediates | 6:30-8:30pm |
| Sub Juniors | 5:00-7:00pm | Seniors | 7.00-9:30pm |
| Juniors | 4:45-6:45pm | Masters | 7.00-9:30pm |

Please note: all class times are subject to change, especially during competition season

CLASS

Attendance

Team classes **commence in February and run until October.**

KWCC run one class per week for each section. Additional classes may run prior and closer to competitions. Any additional classes will be communicated to participants and families through their team section Facebook page.

Participants are expected to attend all classes. If you are unable to attend a class, please let the coaches know in advance. Please be punctual to allow classes to start and finish on time.

Please Note: Tinies and Sub Junior participants will not be permitted to leave the practice studios until a parent/guardian/carer comes to collect them.

Uniform

All participants who compete on behalf of KWCC need to wear the **approved uniform to all competitions, stage practice and the annual KWCC concert.**

Uniforms can be purchased from the KWCC website listed below: <https://www.knoxwaverleycc.com.au/shop/> and for any queries regarding merchandise, please email our merchandise coordinator, Bonita Gu-Yang, at

knoxwaverleyccmerchandise@gmail.com.

Compulsory Items:

- Club Jacket
- Club Pants
- Club T-Shirt or Tank Top
- Rod Holder
- Clubs bag
- KWCC Garment Bag for costumes
- KWCC Duffle bag or black duffle bag for equipment

CLASS

Equipment Requirements

All participants must bring the appropriate equipment required for their team section:

| Item | Tinies | Sub-Juniors | Juniors | Inters | Seniors | Masters |
|----------------|--------|-------------|---------|--------|---------|---------|
| Clubs | | ✓ | ✓ | ✓ | ✓ | ✓ |
| Rod | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Practice Skirt | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

All participants must bring a water bottle, and required medication, asthma puffer, or epi-pen if needed.

Where additional equipment is required for a specific item, the coaches will advise the team. This may include dance/ character shoes, and wigs.

Where equipment has been loaned to participants by KWCC these **must be returned to the club at the end of each year**. This equipment remains the property of KWCC and not the participant. Equipment can be purchased through the KWCC website if participants prefer to have their own. Please speak to coaches for equipment sizing prior to purchasing.

Practice Attire

- Black leotard
- Black leggings, or black footless or stirrup tights or black dance shorts

All participants must have their hair neatly tied back during class.

ANNUAL FEES

Fees will be issued at the commencement of each year. Fees will be invoiced once participants are registered with KWCC, and invoices will be sent to the nominated email address. Fees can be paid in full or in instalments. Instalment payments must be requested by emailing

knoxwaverleycc treasurer@gmail.com.

Fees are subject to change year on year. As a not-for-profit club, the fees go towards the running of the club. This includes, but is not limited to costs such as: coaches fees, competition fees, hall hire, costuming, presentation day, annual concert and equipment.

Frequency of Fee Payment Options- 2024

Please Note: Calisthenics Victoria (CV) also charges **\$90** per member, per year, for insurance purposes. **This figure will be included in addition to fees listed below, in the first invoice of 2024, and must be paid by 27th February, once registered.**

| Section | Annual Payment due 27th Feb | 3 Instalments (Feb, May, Sep) | 8 Monthly Instalments (Feb-Sep) |
|---------------|--------------------------------|----------------------------------|---------------------------------------|
| Tinies | \$760 | \$253.33 | \$100 |
| Sub-Juniors | \$810 | \$270 | \$106.25 |
| Juniors | \$810 | \$270 | \$106.25 |
| Intermediates | \$850 | \$283.33 | \$111.25 |
| Seniors | \$1000 | \$333.33 | \$130 |
| Masters | \$970 | \$323.33 | \$126.25 |

Please Note: 8 Monthly-Instalments will incur a \$5 processing fee per month.

REGISTRATION

All performers must be registered with KWCC and Calisthenics Victoria to participate in competitions.

KWCC (and therefore, automatically, CV) registrations must be completed through the KWCC website **by 27th February 2024:**

<https://www.knoxwaverleycc.com.au/registration>

Emergency Contacts

All performers need to provide at least one emergency contact and their details to KWCC. Contact details must remain current, therefore if details change, please let the Club Secretary know immediately via the club's email.

Medical Conditions and Notifications

All known medical conditions that could impact the performer's involvement in calisthenics classes or competitions must be disclosed during the registration process. Of particular importance is the awareness of any allergies, particularly anaphylaxis so that KWCC coaches are aware of how to assist if a reaction is had whilst in the care of KWCC.

Performers with Asthma need to bring their Asthma medication with them to all classes, KWCC events and competitions. Performers with allergies at risk of anaphylaxis must bring their autoinjector pen and medication with them to all classes, KWCC events and competitions.

Where required, management plans must be provided during registration for any allergies or medical conditions that might limit participation, or a copy emailed to the Club Secretary at knoxwaverleycalisthenics@gmail.com and a copy will be provided to the section's coaching team.

COMPETITIONS

Team competition season runs from July – October each year. Depending on the section, teams could participate in at least 3 competitions, including the Calisthenics Victoria State Titles for that division and section.

All section items will generally be performed at each competition. A competition schedule is released in May of each year and will be communicated to participants through their team Facebook page.

Competition Preparation

Planning the night before a competition is essential. Check that all equipment and costumes are neatly packed and hanging in your KWCC garment bag.

Arrival

- All participants are expected to **arrive 45 minutes before** the competition unless otherwise specified by the coach. Once at the competition venue participants must locate their team and enter via the competitors entrance to access their dressing room.
- All costumes, equipment and apparatus must be brought with participants to competitions along with a healthy snack and water.
- KWCC competitors must arrive in full KWCC uniform with their hair in a competition bun and makeup applied, unless otherwise instructed by their coach.

Participants don't pay to watch, but spectators (family, supporters, etc.) must purchase tickets to view the competition.

COMPETITIONS

At Competition

Whilst at the competition please be mindful you are representing the club and are expected to behave in line with the KWCC Code of Conduct and the Calisthenics Victoria competition rules and expected behaviour.

Please Note: Parents are not permitted backstage unless specifically advised otherwise or invited by the coaches.

Performers are asked not eat in their costumes unless they are covered up. Should any performer be unwell on the competition day, please notify your coach via Whatsapp immediately to advise if you are not attending.

Competition Hair & Makeup

Each section will have a hair and make up look that the team needs to copy to ensure uniformity on stage.

Further information regarding makeup, will be provided by each individual coach closer to competition season.

KWCC will also have competition hair & makeup kits available for individual purchase closer to competition season.

A demonstration and briefing will be held with participants prior to competitions to ensure participants and families are clear on the requirements and how to complete the approved competition look.

COSTUMES

Costume selection and design is the responsibility of the coaches. Performers, parents/carers/guardians may be required to sew sequins or make minor adjustments to costumes, but this will be advised to the team and instructions provided.

Costume Requirements

- Performers are required to take good care of their costumes when in their care.
- Costumes and headgear remain the property of KWCC at all times and must be returned at the end of the competition season in good condition.
- Performer costumes must not be loaned out to other people without the express approval of the KWCC costume co-ordinator.
- Costumes are to be brought to competitions and dress rehearsals in a garment bag and carefully handled.
- Costumes are to be washed and returned to KWCC after the annual concert.
- Washing instructions must be strictly followed. Washing instructions, return times and dates will be posted to the KWCC and Team Facebook pages after the end of the competition season.
- Damaged or unreturned costumes may incur a replacement fee.

Purchase Authority

No-one has authorisation to purchase any trimmings, fabrics, gems, or sequins without first getting the approval from the Costume Co-ordinator and then the receipts are to be given to the Treasurer for reimbursement approval.

There are strict budgets for each section, so it is important no unnecessary purchases are made.

KWCC EVENTS

Rehearsal Weekend

Each year, around April-June, KWCC will organise a weekend during which teams will have classes on both days (unless otherwise instructed by coach) to allow for finalisation of competition items. Details are provided closer to the finalised date.

Participation is compulsory for all members.

Stage Practice

Each year, around June-July, prior to the first competition, KWCC will organise a stage practice day that allows all sections to perform on a competition size stage to become familiar with the spacing and for coaches to view routines from a different perspective.

This practice is compulsory for all participants.

The practice venue, date and time will be advised to participants via the team and club Facebook pages. The cost of this practice is included in your annual fees.

This practice is also a dress rehearsal opportunity. Participants are expected to bring all costumes, headgear, props, and equipment required for their routines.

Annual Showcase Concert

The KWCC annual showcase is a wonderful opportunity for family and friends to come and see their family and friends who have worked on perfecting their routines all year to perform, as well as see the other sections perform their items.

This will be held in late October or early November each year is an entertaining way to finish the year. Dates and venue details are communicated via the KWCC and Team Facebook pages.

This performance is compulsory for all participants.

KWCC EVENTS

Presentation Day

Our presentation day is a chance for the club to recognise the achievements of our members during the year's competitive season. Individual awards and medals won throughout the season will be given.

Attendance is strongly encouraged to celebrate the season.

Fundraising Events

As a not for profit club, we rely on fundraising activities, sponsorships and grants where we can obtain them.

Fundraising activities will be posted on the KWCC Facebook throughout the year and all members and/or their families are expected to support and participate in these activities.



CaliExams

The CaliExams Program is designed for performers who wish to focus on their personal skill development and further their calisthenics technique. The program has been designed to suit all levels of performers and provides the ability for performers to challenge themselves and strive for continued development and excellence

CaliExam Pathways as specified by CV



2024 CaliExam periods

| DATE | DETAIL |
|---------------------------|--|
| June 2024 exams period | Foundation Exams levels will be available for this exam period |
| Nov/Dec 2024 exams period | Development & Advanced Exams levels will be available for this exam period |
| 2025 | Elite Stream Exams levels will be available |

Please note: KWCC requires that members participate in some level of Skills to be able to complete a competitive solo, duo or trio. Please contact our Coaches Coordinator, Joy Wong, for more information.

SOLOS, DUOS & TRIOS

Solos are available for all members aged 5 years and above, please see the table below for item eligibility. Expressions of interest in partaking in a solo, duo or trio will be sent out by KWCC in November each year to allow time for registration, and appointment of a coach (where needed) for the following Solo Competition Season.

While Expressions of interest (EOI) have closed for 2024, **2025 EOIs** should be sent through to the club via knoxwaverleycalisthenics@gmail.com.

KWCC has a range of qualified coaches available to participants. If you are new to solos, and do not have a coach, the club can appoint a coach on your behalf after receiving your expression of interest.

Responsibilities

The coach is responsible for organising hall hire, training days and time, music choice and choreography, providing advice on costume options and supporting performers on the days of competition (including preparing hair and makeup if required).

Please ensure you are registered and entered into competitions on time to avoid late fees or entry rejection.

Expenses

KWCC does not include solo seasons in its Annual Member Fees. All costs involved must be negotiated with the chosen coach.

Expected costs include:

- Coaching fees
 - Prices are set by the coach and are external to KWCC fees and involvement
- Practice times and days
 - These must be arranged directly with the coach.
- Hall Hire
 - Prices are set by the venue.

(continued onto next page)

SOLOS, DUOS & TRIOS

Expected costs cont.

- Costumes, Headpieces and Props
 - Costumes and headpieces can be custom-made, purchased or hired. KWCC has a range of costumes available for hire, please contact Jan Camm.
 - There are also community facebook pages selling and/or hiring out costumes.
- Competition Entry Fees
 - Competition entry fees range from \$50 to \$85 per item and are set by Calisthenics Victoria and local competitions (recreational fees to be released in late January by CV). These must be entered by soloists directly.

Age Requirements

The following solo types are offered to each age group in 2024. Performers can compete in all solo types offered in their age group.

| Item | Tinies | Subbies | Juniors | Inters | Seniors | Masters |
|---------------|--------|---------|---------|--------|---------|---------|
| Cali Solo | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Graceful Solo | | ✓ | ✓ | ✓ | ✓ | ✓ |
| Duo | | ✓ | ✓ | ✓ | ✓ | ✓ |
| Trio | | | ✓ | ✓ | ✓ | |

For more information regarding Solos, Duos or Trios please visit Calisthenics Victoria: <https://calisthenics.asn.au/competitions/soloduo trio/> or speak with our Coaches Coordinator, Joy Wong.

POLICIES & PROCEDURES

All KWCC policies can be accessed on the KWCC website. Non-compliance with these policies may have consequences for participants and families so please read them carefully. These can be found on the KWCC website.

The following should be read with care to ensure understanding.

Please speak with or email the club president, Jan Camm, at the following knoxwaverleyccpresident@gmail.com, if you have any queries or concerns.

Code of Conduct and Behaviour

All participants, including their families are required to comply with the Calisthenics Victoria and KWCC Codes of Conduct. Please read these to ensure you are clear on the expected behaviour and conduct to ensure compliance.

Health and Safety

We take Health, Safety and Wellbeing very seriously at KWCC. Any form of bullying and harassment, unsafe practices and violence, including explicit language will not be tolerated at KWCC and may lead to the dismissal and termination of membership.

Child Safety

KWCC is a child safe club and has zero tolerance for any unsafe practices, behaviour or conduct towards children in our community. Please be aware that suspected instances of abuse towards children will be reported to the club president and potentially authorities and our governing body.

Member Agreement Policy

This must be ready by participants and their parents/ guardians to ensure clarity regarding behaviours and the terms of your membership with KWCC.

Upon registration, please ensure you sign and return this document to the Club Secretary via email or in person to your team coach by the second week of the first term.

Social Media Policy

It is important to be aware that filming and photos of children other than your own are not permitted at class or competitions. Where there are group photos, please ensure you have the permission of parents of performers who are under 18 years to take these.

All participants and members of our community must not post in Social Media or speak with the media on behalf of KWCC unless they have express permission from the President and our Media and Marketing Co-ordinator.



Sparkle
& Shine

KWCC

Wantirna College

19 Harold Street,

Wantirna, VIC 3152

www.knoxwaverleycalisthenics.com

Find us on Instagram at

@knoxwaverleycalisthenics

Find us on Facebook at

'Knox Waverley Calisthenics Club'