



Basildon Sporting Village - Entrance / exit procedure - Small Gym

ONLY applies to Gymschool parents / guardians

South Essex Gymnastics Club Limited (S.E.G.C.) is committed to a duty of care for all its staff & members. It is the clubs aim to provide the safest environment possible whilst in the gym and whilst moving about around the whole centre. This procedure will outline the key steps that need to be followed when attending a Gymschool session in the small gym at BSV.

- Gymnasts will enter through the side emergency exit door located near the green gates / doctors surgery around the right hand side of the main building. Parents will be asked to queue outside in an orderly manner, making sure all the walkways are kept clear for other users.
- A coach will be present at the drop off point door before each session starts to take the register. Each child will be asked to remove their shoes once entering into the gym.
- Signs will be in place outside stating where they have to drop off their gymnasts and where they will now have to collect their gymnast from.
- We ask gymnasts to bring a drink in with them in a sealable non spill bottle, this can either be kept with them or place in the designated area away from the equipment and other gymnasts.
- Once a parent / guardian has dropped of their gymnast at the outside drop off point, they will be given the option to go into the viewing area. They will need to return back round to the main Everyone Active entrance and enter the viewing area through the club's main entrance. We are asking that it is only one parent per child in the viewing area as space is limited.
- All gymnasts will now be collected internally from the door that leads from the viewing area into the small gym. This will be a controlled collection with coaches ensuring that all gymnasts are returned back to their parent/guardian before leaving the premises.
- Once a parent/guardian has collected their gymnast, we require them exit the club back via the main entrance.

This procedure is reviewed on a regular basis and updates are implemented when necessary. Due to the limited space within the clubs visitor / viewing area, S.E.G.C are always trying to do its utmost in making the drop off and collection process as smooth and stress free as possible. S.E.G.C thanks you for your cooperation.