

# 2025 Term Classes Information Booklet



- › Programme Structure
- › Programme Dates
- › What To Expect
- › Insurance Policy

# Table of Contents

03	Programme Overview
04	Programme Dates
05	Health & Safety
06	What To Bring
07	Drop Off & Pick Up Procedures
08	Behavioural Expectations
09	Insurance Policy
04	Cancellation & Refund Policy

# PROGRAMME OVERVIEW

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## What To Expect:

### **On Arrival:**

Make yourself known to reception, tell them your child's name and the class they are registered for, they will check the child/ren in. Then, depending on what time you have arrived, you will either be asked to wait in our viewing area until the coach is ready to begin the class or you may be able to head in straight away -reception will inform you at time of arrival.

### **Parents & Other Spectators:**

We have a designated viewing area for you. We ask that you remain here at all times.

If you require access to your child, please head to reception or locate the manager and they will assist you; do not enter the gym area unless permission by the manager has been granted.

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## Class Options:

We have a range of classes we offer, for full details, class descriptions, dates and timetable, please head onto the Term Classes page on the website.

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## Term Schedule:

Term Classes run to a 9 or 10 week schedule and follow a similar structure each week;  
Warm-up games and stretch followed by the bulk learning of the session, finishing with a cool-down stretch.

### *Special Activities:*

Throughout the programme, we will offer a variety of activities, challenges and drills to keep things exciting and engaging for the kids.

### *Skill Progression:*

We work with children of all levels and aim to help them develop at their own pace. By the end of the programme, they will have built confidence in their physical abilities while having a blast!

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## Contact Information:

Facility Phone Number: **03 925 9338**

Facility Email Address: **[flipsandtumbles@outlook.com](mailto:flipsandtumbles@outlook.com)**

Call for:

- Absence Notifications

Email for:

- Requests for Reschedules, Credits or Refunds due to Absences
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## PROGRAMME DATES

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### TERM 1 (10 Weeks)

**WEEK 1:** Monday 3rd Feb – Saturday 8th Feb  
**WEEK 2:** Monday 10th Feb – Saturday 15th Feb  
**WEEK 3:** Monday 17th Feb – Saturday 22nd Feb  
**WEEK 4:** Monday 24th Feb – Saturday 1st Mar  
**WEEK 5:** Monday 3rd Mar – Saturday 8th Mar  
**WEEK 6:** Monday 10th Mar – Saturday 15th Mar  
**WEEK 7:** Monday 17th Mar – Saturday 22nd Mar  
**WEEK 8:** Monday 24th Mar – Saturday 29th Mar  
**WEEK 9:** Monday 31st Mar – Saturday 5th Apr  
**WEEK 10:** Monday 7th Apr – Saturday 12th Apr

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### TERM 2 (9 Weeks)

**WEEK 1:** Monday 28th Apr – Saturday 3rd May  
**WEEK 2:** Monday 5th May – Saturday 10th May  
**WEEK 3:** Monday 12th May – Saturday 17th May  
**WEEK 4:** Monday 19th May – Saturday 24th May  
**WEEK 5:** Monday 26th May – Saturday 31st May  
**WEEK 6:** Monday 2nd Jun – Saturday 7th Jun  
**WEEK 7:** Monday 9th Jun – Saturday 14th Jun  
**WEEK 8:** Monday 16th Jun – Saturday 21st Jun  
**WEEK 9:** Monday 23rd Jun – Saturday 28th Jun

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### TERM 3 (10 Weeks)

**WEEK 1:** Monday 14th Jul – Saturday 19th Jul  
**WEEK 2:** Monday 21st Jul – Saturday 26th Jul  
**WEEK 3:** Monday 28th Jul – Saturday 2nd Aug  
**WEEK 4:** Monday 4th Aug – Saturday 9th Aug  
**WEEK 5:** Monday 11th Aug – Saturday 16th Aug  
**WEEK 6:** Monday 18th Aug – Saturday 23rd Aug  
**WEEK 7:** Monday 25th Aug – Saturday 30th Aug  
**WEEK 8:** Monday 1st Sept – Saturday 6th Sept  
**WEEK 9:** Monday 8th Sept – Saturday 13th Sept  
**WEEK 10:** Monday 15th Sept – Saturday 20th Sept

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### TERM 4 (10 Weeks)

**WEEK 1:** Monday 6th Oct – Saturday 11th Oct  
**WEEK 2:** Monday 13th Oct – Saturday 18th Oct  
**WEEK 3:** Monday 20th Oct – Saturday 25th Oct  
**WEEK 4:** Monday 27th Oct – Saturday 1st Nov  
**WEEK 5:** Monday 3rd Nov – Saturday 6th Nov  
**WEEK 6:** Monday 10th Nov – Saturday 15th Nov  
**WEEK 7:** Monday 17th Nov – Saturday 22nd Nov  
**WEEK 8:** Monday 24th Nov – Saturday 29th Nov  
**WEEK 9:** Monday 1st Dec – Saturday 6th Dec  
**WEEK 10:** Monday 8th Dec – Saturday 13th Dec

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**NOTE:** If a class falls on a Public Holiday in any Term each registered participant will receive a *Make Up Class*; you will receive an email with instructions on how to redeem your Make Up Class for that term after registration.

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# HEALTH & SAFETY

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## Safety In The Gym; STAFF

- “Flips & Tumbles” will aim to provide a safe learning environment to reduce the risk of injury. It should be recognised by all students/parents & guardians/users of the space that our programmes by their very nature carries a risk of injury or accident. “Flips & Tumbles” have measures and precautions in place to prevent and limit dangers in the space.
- It is the student/parent/caregivers responsibility to notify the teacher before the class starts of any prior injury, medical condition or treatment which may prevent a student’s full participation in class. Students and parents/caregivers are responsible to ensure that their child/ren are physically and mentally fit to attend a class. A first aid kit is available to any student through their instructor or at reception. “Flips & Tumbles” does not provide anyone with Panadol or the equivalent, or administer any medication without prior written consent from a parent or caregiver.
- “Flips & Tumbles” students are under supervision whilst in class time only, while we endeavour to provide a safe environment, staff cannot be responsible for students outside of their allocated class time.
- While “Flips & Tumbles” takes all reasonable care in the conduct of its classes, it or any related company, contractor or employee of “Flips & Tumbles”, does not:
  - Accept responsibility for personal injury or loss caused during a class or while students are at “Flips & Tumbles” premises.
  - Accept responsibility for any loss of, or damage to, personal property whilst on “Flips & Tumbles” premises.

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## Safety In The Gym; PARTICIPANTS & SPECTATORS

- Children are to participate in their class without interfering with other participants and members. Interference may be such behaviour as inconsiderate running through and into equipment areas, removing mats or equipment without the Coach’s agreement, excessive noise or rowdiness. Running in the gym (unless under the instruction of the coach as a part of your programme) is not permitted at any time. All care is to be taken to avoid collision with another participant and/or equipment.
- Food is to be eaten in the mezzanine area only, not in the gymnasium. Chewing gum is not allowed during gym sessions.
- Drink bottles filled with water only may enter the gym area and be stored in one of the cubby holes.
- If a participant is feeling unsafe or unwell, they should tell their coach.
- Bathroom/toilet visits should be made before the commencement of your session and in any break time allocated by the coach. Should a participant require the toilet during the session, the participant must ask permission of his/her coach.

## HEALTH & SAFETY CONTINUED.

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### **Safety In The Gym; PARTICIPANTS & SPECTATORS**

- The student and parent/caregiver acknowledge, agree and accept that instructors will need to make physical contact with the students to correct or assist with posture, alignment and skill techniques.
- “Flips & Tumbles” provides instructors that actively promote safe practices and are qualified and/or experienced and well trained in their disciplines. However, it remains the student’s responsibility to ensure that they follow safe practices to avoid injury. At all times during a class students are responsible for their own personal safety and must conduct themselves in a way that does not put themselves or others at risk.
- No parents are allowed in the gym area or on the gear, unless authorised by the Flips & Tumbles NZ Manager. Absolutely no children are allowed in the gym area or on the gear until their class starts. If your child is caught playing on the equipment or is in the gym area without the supervision of a Flips & Tumbles NZ employee, your child will be asked to leave the gym. You, as a parent or guardian, understand that any injuries due to your negligence are your responsibility and Flips & Tumbles NZ cannot be held accountable. For the safety of others and the children’s safety, there is to be no running up and down the stairs in the building.
- While waiting for classes, children under the age of 8 must be actively supervised by a parent/caregiver over the age of 16 years in the allocated mezzanine area. Your child’s safety is only the responsibility of the teachers whilst they are in their class.

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### **Safety In The Gym; PARENTS**

- Firstly, we have an amazing purpose-built viewing area where we welcome all parents, caregivers and other spectators to utilise. The viewing area is located upstairs.
    - Note: in this area the seating has been placed specifically away from the bannister to prevent any smaller children climbing a chair and reaching over and to prevent anything being left on the ledge and falling onto the gym floor.
    - Please leave the seating arrangements as they are when you are up there.
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## HEALTH & SAFETY CONTINUED.

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### **Safety In The Gym; PARENTS**

- Secondly, the Gym Area is strictly staff and participant only.
  - For safety reasons we ask that parents, caregivers and/or other siblings and spectators do not enter into the gym area or talk to children over the balcony (an accident is more likely to occur if a child is looking up and distracted from the activity they are participating in).
- We understand that some children can be apprehensive and overwhelmed by a new environment and new faces and we have amazing, welcoming instructors to help ease each child into their session.
  - If you have a child who seems to be having a little trouble adjusting, please see reception before class to discuss and we can assist with their entry into the class.
- If at any time during the session your child is not participating or becomes injured, please remain upstairs and allow the coaches to do their job. If we need you to assist your child, we will send them up to you or wave you down to meet in the reception foyer.
- Your children are learning life skills through the classes we provide, such as but not limited to; listening, following instructions and being a part of a group.
  - Please reinforce any of the instructions given by the coach, encourage your child to do as the coach says and help them to understand that they need to do what the group is doing.
- Learning to challenge themselves and overcome fears are also vital life skills that your child may face in their daily lives.

If you have any questions or concerns, please send us an email or message or if you would like to talk to us at reception before or after class then we will do our best to help.

-If you would like to talk specifically to your child's coach -please notify reception and we can arrange for this to happen either before or after class.

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### **General Safety**

No parents, spectators or other children are allowed in the gym area or on the gear, unless authorised by the Flips & Tumbles NZ Manager. Absolutely no children are allowed in the gym area until their class starts. If your child is caught playing on the equipment or is in the gym area without the supervision of a Flips & Tumbles NZ employee, your child will be asked to leave the gym.

You, as a parent or guardian, understand that any injuries due to your negligence are your responsibility and Flips & Tumbles NZ cannot be held accountable.

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### **First Aid & Medical Needs:**

A qualified First Aid-trained staff member will always be present. If your child has any medical conditions or allergies, please ensure this is communicated to us ahead of time.

# WHAT TO BRING

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- Clothing & Footwear:**
- All Classes:**
    - Wear; comfortable, flexible clothing suitable for movement.
    - No jewellery or accessories that could pose a safety risk.
  - Parkour Classes:**
    - Closed toe shoes/trainers.
  - Tumbling Classes:**
    - Wear socks or go barefoot.
  - Trampoline Classes:**
    - Wear socks (note: *does not* have to be special grip socks).
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**Water Bottle Policy:** We encourage hydration, so please ensure your child brings a labeled water bottle.

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- Food & Drink Policy:**
- No food is permitted in the gym area at any time.
  - Children who may need to eat before or after classes must do so on the mezzanine area. All rubbish must either be put into the bins placed around the facility or taken home with you.
  - Chewing gum and bubble gum is strictly forbidden.
  - All students are recommended to bring their own water bottle to class.
  - Noise by students, parents/caregivers or others who may be upstairs in the viewing (mezzanine) area and/or outside The Jungle Room must be kept to a minimum to ensure minimal distraction to any class that is running at the time.
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- Prohibited Items/Items You Bring At Your Own Risk:**
- Electronic devices (phones, tablets, etc.)
  - Toys or valuables
  - Any items that may distract from the activities.
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# DROP OFF & PICK UP PROCEDURES

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For safety reasons, students must be collected either from inside "Flips & Tumbles" premises or just outside the building's main doors. It is the responsibility of the parent/caregiver to ensure their child/ren do not wait outside the building.

## **Times & Location:**

If a parent/caregiver is more than 10 minutes late in collecting their child/ren from a final class of the evening and "Flips & Tumbles" is required to keep the premises open, "Flips & Tumbles" will be entitled to charge a late pick up fee of \$10 per 5 minute time slot.

## **Drop Off & Pick Up Location:**

Main Entrance, At Reception

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## **Late Pick Up Policy:**

A late fee will apply if pick up is more than 10 minutes late. Please notify us in advance if you are running late.

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## **Authorised Pick-up Adults:**

For safety, children will only be released to adults listed on the authorised pick up list.

If someone else is picking up your child, please inform us ahead of time.

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# BEHAVIOURAL EXPECTATIONS

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**Respect &  
Participation:**

Children are expected to show respect to their peers, staff, and the facility. Participation in all activities is encouraged to ensure a fun experience for everyone.

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**Discipline Policy:**

Inappropriate behaviour will be addressed first with a warning. Repeated offences may result in a conversation with parents, and in extreme cases, removal from the programme without a refund.

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**Bullying and Conflict  
Resolution:**

We have a zero-tolerance policy for bullying. Any conflicts will be handled immediately and in a way that is respectful and fair to all parties involved.

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# INSURANCE POLICY

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## **Description:**

Purchasing insurance for your Term Class is a simple process and can be done at the time of registering for your preferred Term Class type.

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## **How To Purchase:**

1. Book Your Preferred Term Class type.
  2. Add Insurance During Checkout.
  3. Complete Your Registration.
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## **Benefits:**

- Unlimited Make-Up Classes:
    - If you have to reschedule for any reason, you can do so at no additional cost.
  - Special Provision:
    - If you miss the final class of the term, you can either attend another day as a make up class as you would have throughout the term or you will receive a Free Open Session pass.
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## **Claiming Your Insurance:**

1. Email us within 7 days of your absence to schedule a make-up session.
  2. We will provide you with a unique code to reschedule your session, availability will be within the Term Class Programme period your original booking was made in -bookings are made through our "Trial Class" page.
  3. Confirm and Get Booked; once you have booked your make-up class date, you will receive a confirmation email.
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**For full Terms, Conditions & Information on our Insurance Policy, please refer to the Insurance page on the website:**

<https://www.flipsandtumblesnz.com/insurance>

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# CANCELLATION & REFUND POLICY

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If you need to cancel your Term Class booking prior to the term starting, there are cut off dates that will offer you different options. After the term has started, we will not accept cancellation requests.

## **Cancellations by Parents:**

Please refer to the Terms & Conditions set out on our Terms of Use page for full details and to see eligibility.

Reschedules, Credits and Refunds may be issued, in the case an Insurance Policy has been purchased. Conditions do apply depending on the timing of the cancellation.

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## **Cancellations by Flips & Tumbles:**

In the unlikely event that we need to cancel a session, you will be notified as early as possible and provided with a reschedule, credit or refund.

An email will be sent with available options for you to choose from. We aim to be fair and prompt with our notification.

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## **Refund Guidelines:**

Refunds will only be issued under certain conditions (e.g., illness with a doctor's note) and may be subject to an administrative fee.

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**For full Terms, Conditions & Policies, please refer to the Terms of Use page on the website:**

<https://www.flipsandtumblesnz.com/termsfuse>

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2025  
**Term Classes Programme**  
**Information Booklet**

