



Registration Policy (Classes)

- Registrations will only be available online via www.wingsrhythmicgymnastics.com – here you will be able to access the **member portal** at the top of the site page.
 - From this **portal** you must set up a student profile for each participant.
 - Once this is done, select the participant you wish to **enrol** and you will see the classes they are eligible for. Select the class or classes best suited for the participant, return to the top of the class page and click confirm. You will now be able to continue to check out.
 - If you have **siblings*** to register, return to the enrolment page and proceed with the above procedure.
****Sibling discounts** will be applied at checkout when all siblings are registered in one transaction.*
- Class fees must be **paid in full** prior to the commencement of a term. **Squad members** will be billed annually, with payments made monthly for the duration of the competitive season.
- Late registration** – If you wish to enrol after registration has closed, you will need to reach out to secretary@wingsrhythmicgymnastics.com with details of the class you are looking to join – there will be an additional **€10 administration fee** applied for late registrations.
- Governing Body & Insurance Fees**
 - In line with requirements from our Governing Body, **Cheer Sport Ireland (CSI)**, all club members must be registered with CSI and have appropriate **insurance coverage**. These are essential for participation in any of our programmes.
 - Previously, these costs were combined into a single annual payment of €40. However, beginning this season, the fee structure has been updated.
- New Fee Structure:**
 - A **registration fee of €15 will now be applied at the start of each term** (Autumn, Spring, and Summer). This change **allows greater flexibility** for those participating in only one or two terms throughout the year.
 - We understand that a once-off €40 payment may have felt excessive for some families if they were unsure about committing for the full season. This new approach aims to **make participation more accessible** and manageable, especially for short-term involvement.
 - This reflects a fairer system for all and ensures the club can meet its ongoing insurance and registration obligations.
 - Participants may register for all three terms in advance to avail of **full-season discounts**. These discounts offset the additional €5 membership fee and are calculated based on class level, number of classes, and number of participants included in the registration (see table across). For reference, for 2025-26, three terms of Pre-School, for one participant, registered together amount to €304.50, compared with €435 if registered separately per term.

STUDENT(S)	1 CLASS	2 CLASSES	3 CLASSES
1	0 %	20 %	30 %
2	20 %	30 %	40 %
3	30 %	40 %	45 %
4	40 %	45 %	50 %



- **Refunds** will only be processed if carried out prior to the commencement to a term.
- When requested **14+** days prior to the commencement of a term you will be entitled to an **80% refund**.
- When requested **7-13 days** prior to the commencement of a term you will be entitled to a **50% refund**.
- When requested less than **7 days** prior the commencement of a term you will **not** be entitled to a refund.
- Requests for refund must be made in writing to secretary@wingsrhythmicgymnastics.com with the following:
 1. Subject: Refund
 2. Then, please provide your name and the participant's name and the class you are requesting to be removed from.
 3. We will process the refund in accordance with the refund process outlined above and you will be notified when the funds are transferred.
- Each **term** may vary in **length**, and will typically be **10 weeks** in duration. Any change to this norm will be reflected in class fees.
- You will find the **schedule** for any enrolled class in the **member portal** under upcoming classes which includes all **dates and times classes are ongoing**.
- There may be times that the club needs to cancel a class after the start of the term or at short notice. The schedule will immediately be remedied to include updated information on the class page and a message will be sent to members affected by the change.
- Major adjustment or disruption to the schedule will be communicated under the announcements on the portal homepage.
- If classes are cancelled, the class will be rescheduled the same day and time of the week at the next available date. If there is no date feasible to reschedule the class, a credit refund will be issued to your member profile on a pro rata basis.
- **Download the companion portal app** to your personal device for quicker access to view class schedules and check announcements.
- For **new members**, all new participants will start in the pre-school or recreational level one classes.
- For returning **current members**, you will have received notification of the recommended class level for the participant. If you did not receive this or are unsure about anything please get in contact.
- For returning **previous members**, please re-enter the last class the participant was enrolled in. If you are unsure, get in contact.
- When spaces in **class are full**, where usually there would be a button for enrolment there will be an option to be added to waiting list. Click this and Confirm to be added to the waiting list for the specified class.
- Participant's **data** registered with WRGC will be stored confidentially in compliance with GDPR, accessible only by authorised personnel. Unnecessary data will be deleted periodically; if you would like to exercise your **right to erasure** and have your data completely removed from our systems please make a written request to secretary@wingsrhythmicgymnastics.com
- **Admission** to the Development and Competitive rhythmic gymnastics and cheerleading squads is dependant on space in classes, passing physical ability testing and at the discretion of the head coach. Attendance, training availability and punctuality will be taken into consideration when selecting members of these squads. If you would like to express interest in these squads and discuss the path to entry for selection then please reach out to secretary@wingsrhythmicgymnastics.com

Wings Rhythmic Gymnastics Club reserves the right to amend this policy at any time, without prior notice, to reflect changes in regulations, club operations, or best practices.



secretary@wingsrhythmicgymnastics.com



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Registration Policy (Events)

1. Event Registration Process

- Registrations will only be available online via www.wingsrhythmicgymnastics.com - Events can be found under the events or camps tabs.
- Once the event is selected, please fill out requested details and proceed to checkout.
- If registering multiple participants, ensure all are included in one transaction and use the code SIB10 at the checkout to avail of sibling discount.

2. Payment & Fees

- Full payment is required at the time of registration.
- Some events may require an additional governing body fee (listed in the event details).
- Discounts for multiple event registrations may apply if stated in the event description

3. Late Registration

- Late registrations are subject to availability and approval. Email secretary@wingsrhythmicgymnastics.com.
- A €10 late registration fee applies.

4. Cancellations & Refunds

- Refunds will only be processed if carried out prior to the commencement of an event.
- When requested **14 days** prior to the commencement of an event you will be entitled to an 80% refund.
- When requested 7-13 days prior to the commencement of an event you will be entitled to a 50% refund.
- When requested less than 7 days prior the commencement of an event you will not be entitled to a refund.
- Refund requests must be made via email, including participant details and the event name.
- Cancellations due to unforeseen circumstances (e.g., medical reasons) will be reviewed on a case-by-case basis.
- We will process the refund in accordance with the refund process outlined above.
- If any further details are required to process the refund we will reach out to you

5. Event Cancellations by WRGC

- If WRGC cancels an event, participants will be offered:
 - A rescheduled date (if available) OR
 - A credit refund for future events/term fees.

For further assistance, please contact us at secretary@wingsrhythmicgymnastics.com or visit our website at www.wingsrhythmicgymnastics.com.

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