



BALC Group Programs & Services

BALC Swim School

BALC Gymnastics

Group Fitness

Updated 2017

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Introduction

Here at BALC we offer a range of programs and services to assist our members and patrons in achieving their health and wellness goals. In order to cater for large groups, our gymnastics, aquatic education and group fitness programs can be suitably modified so that your school, sporting/social or other large group is able to benefit from our quality programs whilst participating with their fellow students and team mates.

We provide qualified and experienced staff that are required to update their knowledge and skills regularly. All staff have completed a mandatory police check; hold a current Working With Children accreditation and current qualifications relative to their position.

Our gymnastics and aquatic education programs are committed to supporting the Victorian Education Learning Standards. The BALC Swim School is now aligned with the VELS reporting system as a demonstration of our commitment to delivering quality programs.

We recommend that this booklet is kept as a resource to assist and support your educational program. If you have any queries regarding our programs, services or facilities please do not hesitate to contact us on the details outlined below:

DEPARTMENT	STAFF MEMBER	PHONE	EMAIL
BALC Swim School	Tamara Hansen	5330 4116	tamarahansen@ballarat.vic.gov.au
BALC Gymnastics	Jenny Turnham	5330 4113	balcschoolsgymnastics@ballarat.vic.gov.au
Group Fitness	Sarah Condous	5330 4122	meganlamb@ballarat.vic.gov.au
Bookings & Events	Kristie Hoskin	5330 4108	kristiehoskin@ballarat.vic.ov.au
Customer Service Team	-	5334 2499	balc@ballarat.vic.gov.au

Terms and Conditions

BOOKING PROCEDURE

Bookings are taken following the submission of the relevant booking form. It's important that the conditions of the booking are understood before the completion and submission of the booking forms. We request that all bookings are to be directed to the person responsible for the particular department (see previous page).

MULTIPLE DEPARTMENT BOOKINGS

BALC encourages the use of multiple department bookings (particularly when you may wish to consider travel costs) and we can assist with the coordination of these programs. E.g. You may wish to organise a gymnastics or group fitness session followed with swimming lessons for your group.

If you would like to access more than one department, or have rotating activities for your group, please contact one of the departments with the details of your booking and we can determine and advise of possible times and dates.

CONDITIONS OF BOOKING

Once a booking has been made you will receive a booking confirmation email which will contain:

- ✓ The tentative number of people participating in the program.
- ✓ Program details including available times, dates and cost.
- ✓ Any requirements for your group (as requested by the group organiser).

Please note: You will be required to confirm the exact number of children participating in the program no later than three (3) weeks prior to your session, by providing a class list.

The booking confirmation email will act as an agreement that the dates will be reserved for your group to attend as specified. In particular, we understand the importance of schools being able to book in advance to plan for the year ahead. Please note that once dates are confirmed they will be reserved, making it difficult to rebook if a cancellation does occur.

Due to high demand for the facilities and programs, all groups will be required to pay the following cancellation fee if a cancellation occurs after the confirmation of programs.

NOTICE GIVEN	FEE INCURRED
Greater than three (3) weeks' notice	20% of full price
Less than three (3) weeks' notice	50% of full price
Less than 24 hours' notice	100% of full price

INVOICING

Upon final confirmation of dates and exact participant numbers an invoice will be forwarded to your group for facilities and programs booked. No credits will apply for any students not participating after final confirmation has been received unless a medical certificate has been provided.

ARRIVAL

On arrival to BALC you must report to our Customer Service team to confirm and register your attendance. You will then be directed to a suitable waiting area. Please be considerate of other users of our centre and ensure that participants do not make excessive noise or block walkways and corridors.

Anyone undertaking the BALC Swim School program will be directed to the change rooms at the end of the corridor prior to waiting in the grandstand. Alternately, if you are participating in a gymnastics or group fitness programs you will be directed towards the viewing area upstairs.

SPECIAL REQUIREMENTS

It's important that we are informed of any special requirements for the group and/or its participants. This can include:

- Important medical information and conditions.
- Participants whom require an aide/carer.

- An indication of the range of ability of the participants to perform the tasks.
Eg. Coordination levels, swimming abilities.

BALC Swim School

PROGRAM OVERVIEW

Learning to swim is an important life skill that we take seriously for infants, children and adults. Our programs are fun and effective and involve both swimming and water safety skills. Swim and Survive is a swimming and water safety initiative of Royal Life Saving that seeks to increase the water safety skills of children to prevent drowning and increase participation in safe aquatic activity.



The Swim and Survive Active program is an aquatic education program for children aged 5yrs to 14yrs. 'Active' is used to emphasise that skills learnt in the program not only save lives, but provide a foundation for participation in a range of aquatic recreation, fitness and sporting activities.

'Active' is a swimming and personal aquatic survival program, developing skills across the following strands:

- Entries and exits
- Underwater skills
- Rescue skills
- Movement and swimming strokes
- Floating and sculling
- Survival and PFD skills
- Water safety knowledge

'Active' has three developing awards which focus on development of the foundation skills, and a further seven core awards which focus on building on endurance.

During your swimming program, participants will receive a complimentary unlimited swim pass during the first session to use throughout the term. A progress report is also provided to inform parents/guardians what skills they have been working on, together with a certificate of participation.

PRICING STRUCTURE

Changes have been made to the pricing structure of BALC Swim School programs moving into 2017. Please see below:

LESSON DURATION	INSTRUCTOR CHARGE per lesson	STUDENT FEE per lesson
45 minutes	\$30.00	\$3.50
60 minutes	\$40.00	\$3.50

RATIOS

Please note that although schools are able to choose their ratio for the program we do recommend a ratio of 1:10. However, flexibility can be arranged where participants may have special requirements/needs to be attended to.

PROGRAM OPERATIONS

Whilst participating in the program you will receive a weekly 'supervisor roster' containing an updated list of the swimming groups. Students are placed into groups categorised by animal (not level), a system that allows an increase in swimming time. Once students have arrived at BALC and are ready to commence their lessons, we ask that they are organised into allocated animal groups as per the animals on the grandstand windows.

ATTIRE

Please ensure that appropriate swimming attire is worn by all participants at all times. This includes goggles if required, and all participants should have a towel and change of clothes.

DRY WATER SAFETY PROGRAM

The BALC Swim School has introduced a new Dry Water Safety Program, developed as an interactive program to inform students of all ages the importance of safety and awareness around open water.

The program covers scenarios relating to remaining safe and best practice when around any type of open water such as the beach, pool, or a dam, river etc as well as informing the students on how best to act if they find themselves in trouble. Our qualified instructors and lifeguards teach each element of the program using an informative and hands on approach, tailored for the specific age group of the students. We understand that water safety is not always the most interesting topic for students, so we aim to deliver the program in a fun and non-traditional setting.

We even bring the program to you! Activities have been designed to suit a classroom setting and include fun equipment such as life jackets, pool noodles, kickboards and more. Plus, students will receive a visit from our mascot Ollie the Dolphin!

The best part of this program is that it is FREE for your school to participate. We are passionate about spreading the water safety message to as many people as possible – we’re not fussed if your school swims elsewhere, so long as we have your student’s eyes and ears we are happy!

BALC Gymnastics

PROGRAM OVERVIEW

Programs provided by BALC Gymnastics have been developed by our accredited gymnastics coaches to maximize the benefits it provides to the children, including encouraging the development of the fundamental motor skills used throughout other sports into the future. Through the program, we focus on building participants confidence, coordination, creativity and self-discipline, together with the necessary progressions to develop basic gymnastics skills. The program focuses on correct warm up, stretching and gymnastics techniques and can be flexibly run in blocks ranging from one to eleven weeks.

Programs begin with participation in week to week rotations on different apparatus in the Gymnastics Hall. Within the program, groups are invited to participate in a week long team building session, fostering team work and involvement in games to complete challenges within the Gymnastics Hall. Groups will also participate in the tabloids program in the last week of their program. Participants are rotated each three minutes to trial the different elements of gymnastics in a party atmosphere! We also strongly encourage supervising teachers/group leaders to actively participate in the program.

PRICING STRUCTURE

LESSON DURATION	MINIMUM PARTICIPANTS	INSTRUCTOR CHARGE per lesson	STUDENT FEE per lesson
60 Minutes	6	n/a	\$6.55

RATIOS

All BALC Gymnastics coaches are fully accredited in accordance with Gymnastics Australia and Gymnastics Victoria guidelines. Our programs are conducted at a ratio below or equal to 15:1. This is required to be confirmed at the time of booking. Please note: Supervising teachers/group leaders actively participating in the class are included within the ratio.

PROGRAM OPERATIONS

Weekly lessons are conducted between 12.00pm and 3.00pm Monday to Friday, in which the group will receive exclusive use of the Gymnastics Hall. Upon completion of the program participants receive a certificate of participation.

ATTIRE

Please ensure that all participants (including supervising teachers/group leaders and aides/carers) in the group are prepared and wearing correct attire as follows:

- Drink bottle filled with WATER only.
- Long hair is tied back.
- Appropriate clothing includes tracksuit pants or shorts. Girls wearing tights are only permitted to wear footless tights, as participants must have bare feet at all times.

Please note: Participants are not permitted to wear clothing with zips, buttons and buckles. This is for safety reasons and will limit the apparatus and activities that the participant can join in.

Group Fitness

PROGRAM OVERVIEW

Participating in group fitness programs is an exciting, motivating and fun way to encourage exercise within a group setting. BALC's qualified instructors deliver sessions aimed to improve mobility, flexibility, coordination, motor skills, strength and an increase in cardiovascular fitness. In keeping up with the latest health and fitness trends, we can deliver the following programs:

LES MILLS BODYCOMBAT	A martial arts inspired cardio class. Powerful combinations of boxing, kickboxing, muay thai, and other styles ensure you get great results from interval training. Duration: 55 mins. Coordination: Moderate.
LES MILLS CXWORX	A core training workout that hones in on the torso and sling muscles that connect your upper body to your lower body. It's ideal for tightening your tummy and butt, while also improving functional strength and assisting in injury prevention. Duration: 30 mins. Coordination: Low.
LES MILLS BODYPUMP	A workout to challenge all your major muscle groups by using the best weight room exercises like squats, presses, lifts and curls. Great music and your choice of weight to inspire you to get the results you came for - and fast! Duration: 55 mins or BODYPUMP Express 30 mins. Coordination: Low Age requirement above 16 years of age
LES MILLS BODYSTEP CYCLE	An energizing step workout that makes you feel liberated and alive. Using a height-adjustable step and simple movements on, over and around the step you get huge motivation from sing-a-long music and approachable instructors. Cardio blocks push fat burning systems into high gear followed by muscle conditioning tracks that shape and tone your body. Duration: 55 mins or BODYSTEP Express 30 mins. Coordination: Moderate.
LES MILLS BODYBALANCE	A Yoga, Tai Chi, Pilates workout that builds flexibility and strength and leaves you feeling centred and calm. Controlled breathing, concentration and a carefully structured series of stretches, moves and poses to music create a holistic workout that brings the body into a state of harmony and balance. Duration: 55 mins. Coordination: Low.
CXT	A freestyle class combining both high and low impact exercises. You'll be guided through aerobic and resistance training aimed to improve cardio and muscular strength and endurance. If you love variety this class is for you! CXT will challenge you and provide an excellent fitness base for cross training, endurance and flexibility. Duration: 55 mins. Coordination: Moderate.

LES MILLS RPM	An indoor cycling workout where you ride to the rhythm of powerful music. Take on the terrain with your inspiring team coach who leads the pack through hills, flats, mountain peaks, time trials, and interval training. Discover your athlete within - sweat and burn to reach your endorphin high. Duration: 45 mins. Coordination: Low.
	A freestyle class which incorporates a range of music catering for all needs to work you hard and leave you feeling energised. You will ride through hills, flats, speed work and interval training. Discover the athlete within as you sweat and burn towards your fitness goals. Duration: 45 mins. Coordination: Low.
H.I.I.T CYCLE	Quick and hard style of indoor cycling training that returns rapid results in a short period of time with minimal joint impact. Duration: 30 mins. Coordination: Low.
Xtreme I.T + Abs	Lift your fitness to the next level with this full on intensive workout using high intensity interval training techniques. Finish off your workout with abs and obliques. Duration: 55 mins. Coordination: Moderate.
metafit™	A bodyweight HIIT class designed to boost fitness, rocket your energy levels and get massive results in the shortest amount of time possible. Duration: 30 mins. Coordination: Moderate.
KIBOX COMBO	Get the stress out! This freestyle boxing class will keep you guessing and will give you a full body workout using various equipment that incorporates punching techniques, pad work, skipping, running and abdominal work. Duration: 55 mins. Coordination: Moderate.
Low Impact Basics	Enjoy a fun class that is easy for beginners yet challenging for the tried and true exerciser. Low impact aerobics will boost your energy levels, burn calories, reduce stress and get you in shape. No experience necessary! Duration: 45 mins. Coordination: Low.
Pilates	A class teaching a unique method of body control and conditioning. Stretches and strengthens the muscles whilst improving flexibility and balance. Duration: 55 mins. Coordination: Low.
Tai Chi	Tai Chi is a Chinese exercise system that uses slow, smooth body movements to achieve a state of relaxation of both body and mind. All ages can benefit from the slow, gentle movements of Tai Chi. Duration: 45 mins. Coordination: Low.
Yoga	Uses the practice of yoga postures to develop strength, flexibility and correct postural alignment. Encourages relaxation for the mind and body. Duration: 55 mins. Coordination: Low.
Aqua ACTION	A combination of cardio and resistance training with minimal choreography. Suiting all levels of fitness, you control the intensity making it as easy or as hard as you like. Duration: 45 mins. Coordination: Low.
Aqua MOVERS	A gentle, low impact class in shallow water perfect for those with injuries or limitations. Suitable for all ages and fitness levels. Duration: 45 mins. Coordination: Low.
Water WORKOUT	Increase your cardio fitness and strength with moderate to high intensity. Choreographed routines and a variety of circuits with equipment, line and wall work. A fun session for those seeking a challenge or to improve their fitness. Duration: 45 mins. Coordination: Low.
Gentle Warm Water	Held in our warm water pool. Designed to increase and maintain mobility and flexibility. Ideal for older adults, those with chronic illness, recovering from injury or with a disability. Duration: 45 mins. Coordination: Low.
Aqua RUN	A vigorous, high intensity workout focusing on deep water running. Great for those wanting fitness challenge, added variety to their fitness regime or requiring rehabilitation. . Duration: 45 mins. Coordination: Low.

PRICING STRUCTURE

LOCATION	COST per participant	MINIMUM PARTICIPANTS	TRAVEL FEE
BALC	\$7.00	10	n/a
External	\$7.00	10	\$80.00

ATTIRE

Please ensure that comfortable and appropriate workout attire is worn at all times, along with runners. A drink bottle and sweat towel is also advised.

IMPORTANT NOTES

1. Please note that age limits may apply to certain classes.
2. Classes are subject to studio and instructor availability.
3. Maximum participant limits are set on some classes due to space and equipment.

Emergency Information

In the event of an emergency, there are two forms of evacuation that may be required:

1. Partial Evacuation: Evacuation of designated area within the Centre.
2. Full Evacuation: Evacuation of the entire Centre.

In the unlikely event of either evacuation an announcement will be made to inform staff and patrons of the evacuation. Please note: It's important that all program participants and staff follow the instructions of BALC staff at all times.

ASSEMBLY AREAS

Assembly areas are outlined as per the below table. For exact locations please refer to the site map.

NAME	POINT/AREA	LOCATION
Primary	Baseball field	300m North West of the Centre
Secondary	Car park	200m North from Centre – next to hockey field
Tertiary	Adjacent to Ballarat Specialist School	70 metres South of Centre.
Exit	Main entry/front foyer	

EMERGENCY EXITS

Main entry	Outdoor area – doors 1, 2, 3 and 4
50m Pool North exit – doors 1 and 2	50m Pool South exit
South Pool Hall exit	South Corridor exit
Gymnastics Hall	Children's Centre
West Corridor	-



