

GYMFUN BIRTHDAY PARTY INFORMATION



Thank you for choosing the Blackwood Community Recreation Centre for your birthday celebrations. We hope you have a fun and enjoyable time.

The following information is provided to ensure your party runs smoothly.

If you have any questions on the day please speak to our staff member on duty.

GYMFUN PARTY – Saturday and Sunday mornings only

- Suitable for ages 5-12 years only. Children **under 5 yrs or younger are not permitted** to join in with the gymnastics session or enter the Gym Hall and be on any equipment.
- The party room is available for your use from 10:00am (to set up) until 1:30pm.
- The session commences at **11.00am sharp**, so please ask your party guests to arrive by 10:45am.
- All children who participate in the Gymfun session will be counted towards the payable number of children
- Group 8-20 kids + 2 coaches \$330.00. **Additional participants on request only.**
- **Only the Parent** of the birthday child is permitted into the Gym Hall during the session. Visiting Parents and Guests can watch the session from the Party room via the TV screen. Please ask staff to switch on if not already done so.
- **NO PARENTS, CAREGIVERS OR SIBLINGS** are permitted in the Gymnastics hall.
- No Food or drinks other than water, are to be taken into the Gymnastics hall.
- **No Photos or Videos during the session are permitted under any circumstances, keeping in line with our Child Safe policies.**
- We ask that you advise your guests of the following requirements:
 - If the child has long hair, please have it up in a pony tail or bun
 - Every child will need to wear a pair of clean socks to participate in the gymnastics session. Socks can be purchased at the canteen if needed.
 - All children need to wear appropriate clothing to move around in e.g. shorts, leggings, t shirt, singlet (no skirts and/or dresses)

****PLEASE BE AWARE THAT IF ANY OF THESE REQUIRMENTS ARE NOT FOLLOWED BY YOUR PARENTS/GUESTS, THE SUPERVISING STAFF DO HAVE THE RIGHT TO CANCEL THE PARTY DUE TO NON-COMPLIANCE WITH OUR PROCEDURES. NO REFUNDS WILL BE GIVEN.**

GENERAL INFORMATION:

Private Party Room

- Tables and chairs are provided.
- Please use only blue tack to affix decorations to the walls
- **N.B.- room hirers are responsible for the* REMOVAL OF ALL PARTY RUBBISH*, present wrappings, food scraps etc. and to sweep the floor prior to vacating the room. Any spillages need to be cleaned up (please ask Centre staff for mop).**

Kitchen facilities

- Fridge, oven, microwave, and kettle are available for your use.
- Please supply your own food, plates, serving dishes, oven trays, cutlery, crockery, tablecloths etc.

Invitations

- Party Invitations are available on our Website for you to download by following this link: - <https://www.blackwoodrec.com.au/activities/birthday-parties/>

Staff Toilet

- The toilet adjacent the party room is for staff only, please utilise the public toilets located along the corridor.

Foyer

- Please note that for the safety of all party participants and the general public, we do not allow private parties or private party food in the foyer area during any party session.
- Food and drinks are not to be taken into the skate hall, onto the skating rink or into the gymnastics hall.

Payment

- Deposits are made at time of booking with the balance due on the day of the party. Please note deposits are non-refundable.

For further information - Phone 8278 8833 or email contactus@blackwoodrec.com.au