

# **NORTHEAST GYMNASTICS ACADEMY**

## **CLASS PROGRAM RULES AND POLICIES**

All forms and payments must be turned in and properly signed for your child to participate in class.

**PARENT OBSERVATION** is the last class of each session. If you are unable to attend, please let us know in advance and you may observe the prior week.

**TUITION** for the next session must be paid prior to the first class to hold your spot.

**REGISTRATION FEES** are nonrefundable.

**SESSION FEES** are only refundable due to serious illness or injury and your child cannot participate for the remainder of the session. A doctor's note is needed.

**POST-DATED CHECKS** are not permitted.

**RETURNED CHECKS** will be charged a \$30 fee. The check amount plus \$30 must be paid in **CASH ONLY**.

**REGISTRATION FORM** must be turned in prior to your child's first class and properly filled out. **BOTH** parents must sign the **WAIVER FORM**.

**CHECK BULLETIN BOARD** each week in waiting area for new information concerning classes (make-up), Parent Observation, cancellations, closings, clinics, etc.).

### **MAKE-UP CLASSES**

For those who have to miss because of illness, etc., makeups in other classes will only be allowed if the class is not filled. **Makeups cannot be carried over to the next session or cannot be scheduled during Parents' Observation Week. There is no deduction in session fees or refunds because you are unable to attend any of the available makeup times.**

**PARENTS** are not permitted in the gym during class. This is distracting to the students. Please remain in the waiting area.

**NO FOOD OR DRINKS** are allowed in the gym.

**NO RUNNING, ROLLER BLADING, SKATING, ETC.** in the building.

**NO PLAYING IN THE LANDSCAPE.**

**CHILDREN** are not allowed in the gym or on equipment unsupervised.

**NO JEWELRY**

**ATTIRE:** Dress nonrestrictive and appropriate for gymnastics with no buckles, zippers, etc. T-shirts must be tucked in. Students go barefoot. Long hair must be pulled up.

**YOUNG STUDENTS** needing assistance should use the restroom before class.

**HOLIDAY CLOSINGS** are posted on the bulletin board. There will be a scheduled make-up.

## **HOLIDAY CLOSINGS, MAKE-UPS, ETC. FALL, WINTER, SPRING SESSIONS**

Holiday closings that fall on a Saturday will usually have their make-up on a Friday evening. Always check the bulletin board for the exact date as it could be scheduled before or after the holiday closing.

Holiday closings that fall on weekdays will usually have their make-up on a Friday evening or on a Saturday. Always check the bulletin board for the exact date as it could be scheduled before or after the holiday closing.

### **SUMMER SESSION HOLIDAY CLOSING**

Holiday closing for July 4<sup>th</sup>, make-up could be scheduled at any time due to summer change in scheduling. Always check the bulletin board for the exact date as it could be scheduled before or after the holiday closing.

### **CLOSING FOR INCLEMENT WEATHER**

We rarely cancel classes for inclement weather, but if we do, check for make-up times on the bulletin board as it could be anytime or any day at our convenience. TV stations will no longer run our cancellations. You may call the gym (826-7090) or (829-3636) for information.

### **MAKE-UP CLASSES**

For those who have to miss because of illness, etc., makeups in other classes will only be allowed if the class is not filled.

We try to accommodate everyone to the best of our ability. Sometimes you may have conflicting schedules with make-up times and we are truly sorry. ► However, there is no deduction in session fees because you are unable to attend any of the make-up times. With large numbers of class students, it's impossible to please everyone at all times.

### **SESSION FEES**

Session fees are to be paid in advance of the first class. We realize that most (not all) sessions contain 13 weeks; however, you are not guaranteed 13 weeks, especially if you take time off and cannot make the scheduled make-up class. Some sessions (spring and summer) may be longer or shorter and will be reflected in the session cost. Whether the 3-month session happens to give you 12 or 13 classes (fall and winter), if you come for the entire year, it usually balances out.

**► REMEMBER, THERE IS NO DEDUCTION OR REFUND FOR MISSED CLASSES OR IF YOU ARE UNABLE TO MAKE ANY SCHEDULED CLASSES. WE BELIEVE THIS TO BE FAIR TO ALL STUDENTS.**