



# Program Information

## 2018-2019

### Important Dates

\*We do not have make-ups for planned closings.

Labor Day- September 1<sup>st</sup> – 3<sup>rd</sup>  
Laurie Hernandez (St. Jude fundraiser)- September 15<sup>th</sup>  
Visit <http://rivercitygymnasticswithlaurie.org/> for more information  
Halloween- October 31<sup>st</sup>  
Thanksgiving- November 21<sup>st</sup> – 25<sup>th</sup>  
Olympic Day- December 15<sup>th</sup>

Christmas/New Years- Dec. 23<sup>rd</sup> – Jan. 6<sup>th</sup>  
Spring Break - March 11<sup>th</sup> – 17<sup>th</sup>  
Easter – April 19<sup>th</sup> – 21<sup>st</sup>  
Memorial Day- May 25<sup>th</sup> – 27<sup>th</sup>  
Independence Day- July 1<sup>st</sup> – July 7<sup>th</sup>

### Parent's Role

Make sure your child is dressed in a leotard with all hair pulled in a ponytail. Stud earrings are the only jewelry allowed. Always encourage your child in a **positive** way. The children whose parents are **positive**, stay in gymnastics longer, take ownership of their training, & enjoy the sport much more. Do encourage your child to attend class. This will help them improve in their sport and also send the message that, if you want to be good at something, you have to work at it.

Most likely, you won't always understand or agree with our policies & training philosophy. If you have questions, do not gossip with other parents, maintain control, and come to the front desk or ask your child's coach after class. This is also best handled without your child's knowledge. Remember, you are a role model for your children when it comes to attitude, sportsmanship, and practice.

Communication is also an important part of helping your child get the most out of their class. Children will communicate their emotions to their parents but not always communicate with their coach. Make your child's coach aware if your child is frustrated or upset. Also, encourage your child to communicate with their coach.

**Toddler Class Parents:** Remember that class is a great bonding experience with your child. Staying with your child and positive encouragement is imperative for their safety and well-being. Our goal is to teach them listening skills & gymnastics. When toddlers are 3 years old, potty trained, respectful to the other students and staff, good listeners, and follow the coach's instructions, they will be referred to the preschool class. **Siblings are not allowed in the gym during class. Siblings must wait in the lobby and be accompanied by an adult.** Adults may not get on the equipment. Please stand on the floor while the students are on the air and tumble trak. **Adults can alternate but only one adult may be on the floor at one time.** Adults must have waiver on file with office to go onto the gym floor.

### Gym Rules

All students must have medical insurance to participate.

Students may **NOT** be dropped off early. An adult must accompany student(s) until their coach takes them into class. **Parents must come in to sign out and pick up their child after each class.** Children cannot go into parking lot unattended.

Children must be picked up on time. Your account will be assessed \$1 for every minute you are late past 5 minutes.

Students and Parents can be banned from attending for any disrespectful behaviors.

**For the safety and privacy of our students, no photography or videography is allowed.**

No parents or siblings on the gym floor for any reason.

No glass allowed in building.

No smoking, profanity, or loitering on property.

Never discuss or gossip about another person's child or family.

Respect our facility. Help us keep it clean!

**Siblings in observation areas must be supervised.**

All movies/ TV shows played in observation areas must be approved by the front desk.

No parking on sidewalk or in the grass. Use Malco's back lot for overflow parking.

Do not leave valuables or children in your parked car.

Students must be fever, vomit, & or diarrhea free for 24 hours to participate. Students may not attend if they have signs of illness, contagious disease, skin infections, stitches, casts or limb braces, or signs of a concussion. A doctor's note is mandatory after an injury, illness, or surgery.

### **Dress**

All gymnastics students must wear a leotard. We prefer tumbling students to wear a leotard but tight-fitting shirt/tank top and tight-fitting shorts are acceptable. Jewelry may not be worn, and hair must always be completely pulled up. Midribs are allowed in June and July only. Appropriate dress is necessary for the safety of the students. We have a Proshop where all necessary items can be purchased.

### **Monthly Tuition Payments**

Tuition is due on the 1<sup>st</sup> of every month. We do email a monthly statement. However, you are responsible for paying your tuition on time, even if you don't receive your emailed statement. You will also receive a statement if your account becomes past due. Your account will be assessed a \$10 late fee, if your tuition is not paid by the 15<sup>th</sup> of each month. All payments are non-refundable.

### **Registration**

A \$50 (recreational classes) \$100 (teams) Anniversary/Registration fee is due upon registration. Your account will be assessed the Anniversary fee every year on the anniversary date of your enrollment.

### **Class Transfer Policy**

We are happy to accommodate class transfers when space permits. It is beneficial for each student to stay in their same class for as long as possible for consistency reasons.

### **Make-up Policy**

It is very important for us to provide the highest quality class experience as possible and also build strong, lasting relationships with our students. We will have one make-up day per month. All make-ups must be scheduled with the front desk & must be completed in that month's make-up class. Due to scheduling constraints, we will not have a make-up for closings due to inclement weather.

### **Drop Policy**

If you should want to drop from our program, we must be notified in writing 15 days prior to the month in which you are dropping. You can email us at [info@rivercitygymnastics.com](mailto:info@rivercitygymnastics.com) or fill out a drop notice in the office.

### **Late Pick-up Policy**

You must pick your child up on time. We only have a few minutes between classes then the staff must start the next class. If you are over 5 minutes late your child will be in the main office. A \$1 late fee/minute will be applied to your account, if you pick up late.

### **Payments**

We take cash (must be exact, we don't keep cash on premises), check (write student's name in memo), or credit card (AMEX, Visa, Discover, & Master Card). All payments are non-refundable. A \$25 fee will be charged to your account for all returned checks. We offer automatic payments but you must have a signed consent form on file to be enrolled.

### **Special Needs or Medical Concerns**

We want to provide the best and safest environment for all our students. Please fully disclose any special needs or medical conditions your child may have. Service animals are allowed in our lobbies and observation areas. For the safety of the animal and students, service animals are not allowed in the gym area.

### **Hold Policy**

When space permits, we offer a 1 month hold for each calendar year. All holds must be scheduled with the office prior to the hold month. The student will automatically be reenrolled the month following the hold month. If you choose to drop after your hold, you must submit a drop notice in writing 15 days prior to the drop month to avoid tuition responsibility. Holds are only for extenuating circumstances such as a death in the family or birth of a child.

### **Contact Information**

Office: 901-388-3737

Fax: 901-377-0403

Email: [info@rivercitygymnastics.com](mailto:info@rivercitygymnastics.com)

### **Office Hours**

Mon., Wed., and Fri. 9:30am-12:00, 3:00pm -8:00pm

Tue. and Thurs. 3:00pm-8:00pm

Sat. 9:30am-12:30pm