



# CEDAR POINT Gymnastics

## 2016-2017 Rules & Policies

### PAYMENTS

A Membership fee of \$35.00 is needed to register with Cedar Point Gymnastics. The first months' tuition is also due at registration; however, tuition will be pro-rated according to the time of entry into a class.

**Tuition is due before the first day of each month and is considered late after the 10<sup>th</sup> of the month.**

**Tuition discounts will be given ONLY when payment is made prior to the first day of the month.**

*A late fee of \$15.00 will be added to all tuition received after the tenth of the month.*

*Please Initial: \_\_\_\_\_*

Account statements will be mailed only when your tuition payment is LATE. Classes are offered on a year-round schedule and our tuition is based on a 4-week month. From September through May, your child can make up one class per month at our Saturday Gym. During the summer months, make-up classes can be arranged by contacting the office. Therefore, regardless of how many classes your child attends, the tuition is due in full.

The yearly Membership fee covers the period from August 1<sup>st</sup> to July 31<sup>st</sup>. This fee is non-refundable and is pro-rated as follows: August/September/October \$35.00, November \$30.00, December/January \$25.00, February/March \$20.00, April/May \$15.00, June \$10.00 and July \$5.00. This Membership fee is due each enrollment year.

*A \$25.00 fee will be charged for all returned checks.*

### MAKE-UP CLASSES & SATURDAY GYM

During our normal school year (September – May), students may make up one (1) missed class per month by attending our Saturday Gym. Saturday Gym is offered one Saturday per month from 10:00am until 12:00pm. It can also be used as an extra practice at the cost of \$15.00 per practice. A sign-up sheet will be placed at the front office two weeks prior to Saturday Gym; however, ALL participants MUST sign up no later than the Thursday prior to Saturday Gym. Please call 24 hours prior to Saturday Gym if your child will not be able to attend. Our Saturday Gyms are staffed according to our sign-up sheets. Please note that if your child misses more than two Saturday Gyms that you have previously signed up for but not attended, you will be charged \$15.00 for the missed days. Cedar Point Gymnastics reserves the right to cancel Saturday Gym if there is an insufficient amount of gymnasts signed up.

During our summer months, make-up classes can be made in other classes according to enrollment. To schedule a make-up, advance notification with the office is required. All classes must be made up within thirty (30) days of the absence unless a doctor's note is received. If you schedule a make-up class and cannot attend, please call the office at least 24 hours prior to the make-up day and time. Please remember that when you schedule a make-up class, we are holding a place that another child cannot attend. Any scheduled make-up class not attended will be considered attended unless the office is notified prior to the make-up date.

### WITHDRAWS

**Cedar Point Gymnastics requires that you notify the office thirty (30) days prior to withdrawing a student from a class. This must be done in writing. "Withdraw Forms" are located in the rack beside the office.** If no notice is given, we will hold your child's placement in a class and you will be responsible for tuition charges for a minimum of two (2) months. Advance notice allows us to notify a child on a waiting list or to fill the empty spot with a new student. Informing your child's coach that you will not be returning does NOT waive your notice. Notice MUST be done in writing.

*Please Initial: \_\_\_\_\_*

### CLASSES

Classes are 55 minutes with class change occurring five minutes before the hour. Classes will start on time. Students should arrive no earlier than 15 minutes before class and should be picked up within 15 minutes after the class has ended. Please call to notify us if there will be a delay in picking up a child.

### ATTIRE

Girls must wear one-piece leotards. Shorts are acceptable only when form fitting and made of lycra/velour like materials. No bare midriffs are allowed. Hair must be pulled away from the face. Boys should wear a T-shirt tucked in loose fitting shirts. No jeans, cut-offs or pants with belts or buckles. No jewelry is allowed in any class except for small stud earrings for pierced ears.

### VISITORS

Parents and any children not in class are invited to watch classes at any time, but must view from the observation deck. Insurance regulations prohibit non-instructors from being in the gymnasium area during classes. Please do not talk to or otherwise distract the students participating in classes. Any interruptions could result in serious injury.

### STUDENTS

For the safety of all our students, no student is allowed to leave the gym floor without asking their instructor for permission or until they have been dismissed from class. If a child needs a drink of water or a trip to the bathroom, the instructor will always allow them to do so. A coach may use a TIME OUT as a form of discipline. This is done so that the whole class will not suffer when one child is disruptive.

***Cedar Point Gymnastics Training Center reserves the right to cancel a student's membership at any time.***

***Comments and suggestions are always welcome. Feel free to speak with someone at the front desk.***

*I have read and I agree to abide by the rules and policies of Cedar Point Gymnastics Training Center.*

*I have also received my copy of these "Rules & Policies" for my own reference.*

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_