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GENERAL POLICIES AND GUIDELINES:

REGISTRATION FEE: This fee pays liability & **secondary** insurance for your child to be out on our floor during class time and open workout. Our goal is to provide the best we can for your child and we feel our choice of insurance companies reflects this. Insurance is purchased for one year for your child, so we must charge this fee annually. Should you drop classes for a month (or more) and then return within 12 months of paying your original registration fee, you will not be required to pay a registration fee until the quarter containing your original 1 year anniversary date. Unfortunately, this fee is **not** refundable.

CLASSES: Precision Gymnastics wants your child to have a safe, fun and educational experience while you are with us. In order to accomplish this, we have to be able to regulate class size. If you find that you are going to have to drop classes either permanently or temporarily, you must notify **the front desk** in advance. Failure to do so will result in your being responsible for tuition until we are notified that your child is dropping class. Keeping up-to-date records is difficult without knowing what your intentions are. Help us help you by maintaining class size integrity.

Athletes/class participants arriving more than 10 minutes prior to class will need to wait in the Observation Room and at the appropriate time, they will be allowed into the gym. Only class participants will be allowed to wait on the brown bleachers for their instructor to begin their class. No athletes are allowed on any equipment without an instructor present.

PAYMENTS/CREDITS/REFUNDS: Payment for regularly scheduled classes is due by the first week of each session. If a payment is not received your child will be dropped from class. It is not our intention to create a financial hardship for any of our customers. If the due date of the payment is not convenient for you, please contact the front desk and an alternative arrangement will be made. If you experience the occasional difficulty in paying on time, please contact the front desk ahead of time and we will be happy to work with you on this. **Accounts 25 days past due maybe subject to a 2% per month charge.** When you pay, we are reserving your child's spot in class, therefore we cannot give refunds.

PRIVATE CLASSES: We do not offer private lessons.

"BABY WEARING": If you are an active participant in a class, i.e., a "parent & me" class, baby wearing is not allowed for safety reasons. We encourage you to make use of a stroller, carrier, car seat or assistant if you have an infant as well as a child enrolled in class.

RETURNED CHECKS: There is a \$20.00 fee for returned checks. Returned items and the fee must be redeemed in cash. If you advise us in advance that an item (for whatever reason) is going to be returned, we will make other arrangements with you. Please see the front desk.

PHOTOGRAPHY/VIDEO: For obvious reasons, you are not allow to photograph or video any child other than your own.

MAKE-UP CLASSES: If you miss a Preschool, Tumbling or Academy Precision Gymnastic class for any reason, we will attempt to schedule a make-up class of the same kind. Due to class ratios, ***we may not always be able to offer a make-up class.*** Make-ups must be taken within the same session as the missed classes (for weeks 7 or 8, during the first week of the following session). Make-ups must be scheduled in advance with the front desk. You must check in with the front desk when you arrive to pick up your make-up slip. **Make-ups are for currently enrolled athletes only & only 2 make-ups per session are allowed.** Make-up classes are not available for Pre-Team.

EXTENDED ABSENCE: If you are unable to attend class for 2 weeks or more due to medical problem, we will pro-rate that session's tuition for you. (Doctor's note is required). You must let us know prior to returning to class in order for us to do this.

FOOD: No food or drink of any kind (except water) is allowed out in the gym area. There is to be no gum in the gym.

USE OF PARTY ROOM: This room is for use for homework or for breast feeding (if you would like privacy); children must be accompanied by an adult. Please check at the front desk for permission to use the room.

GENERAL POLICIES AND GUIDELINES (Cont.)

WATCHING YOUR CHILD: We encourage all our parents to stay and watch class. You are not required to do so. If you do stay however, please remember you are not allowed in the gym area or on the bleachers. This is a distraction for all the gymnasts and coaches and is not safe. If you need to get a message to your child, let the front desk know and we will handle that for you. Parents of children in the Tots' area need to follow the coaches' instructions as to where you will be during class.

POLICY FOR PARENT PARTICIPATION CLASSES (TWINKLING STARS AND SPECIAL NEEDS):

As required by our insurance carriers, only 1 adult participant is allowed on the floor with their child. This policy is for all parent participation classes (Twinkling Stars and Gymnastics for Children with Special Needs). Because safety is always the foremost consideration, our insurance and liability policies allow **only (1) one parent/guardian on the gym floor at any time**. All other spectators, siblings, family, and friends must remain in the designated seating areas. These individuals are not allowed on the gym floor or any equipment. There will be no exceptions made.

ON TIME FOR CLASS: It is necessary that you arrive on time for class. The first part of class prepares your body for the rest of your time here. This prevents injuries. If you can't make your class on time, we will be happy to switch you to an open class that better meets your time restrictions.

PICKING UP YOUR ATHLETE: If you elect not to stay while your child is at our facility, please return on time to pick him/her up. **If you are late picking up your child, a babysitting fee will be applied to your account.** Being late upsets and worries your child. Children under the age of 14 are not allowed to wait outside to be picked up. If your athlete is at least 14, he/she may wait outside for their ride, but they must be where they can be easily seen from our front doors. Please make sure that your child knows that the parking lot is not a playground.

SIBLINGS: Children not enrolled in class are not allowed out on the floor or on equipment at any time, nor are they allowed to be outside in the parking lot or in front of the building without *parental* supervision. Children enrolled in class are allowed on the floor only during their class time.

LOST AND FOUND: Jewelry, money and electronics will be kept at the front desk. Clothing/shoes/bags/etc. are held for approximately 2 months and then donated to a local charity group. Any money found is kept 2 months and then donated to the IVGA Booster Club.

Dress Code: We are a family oriented facility. You must remember as a participant or the parent of a participant there are young, impressionable children in the gym and it is everyone's responsibility to insure that we set a proper example.

Athletes must abide by Precision Gymnastics dress code at all times. Precision Gymnastics reserves the right to refuse service if dress code is violated. Acceptable dress for athletes in preschool and academy programs is: one-piece leotard or shorts and T-shirt tucked in. Hair must be pulled back and out of one's face. Long or dangling earrings or jewelry is not allowed. Facial piercing, hats, visors, sweatbands or head coverings of any type are not allowed. Bare feet or gymnastics' shoes (approved by Precision Management) are acceptable. Exception: Participants in tumbling classes are allowed to wear tennis shoes on the floor only. Shoes must be removed when participating on any trampoline, tumble track device. Socks or tights (that cover feet) are not allowed. Clothing, jewelry or accessories that are determined by Precision Gymnastics administration to represent or support a gang or gang life-style are not allowed. Clothing that is excessively revealing is not allowed. This includes overly tight clothing, bare midriffs/tummies, backless outfits, plunging necklines, tube tops, see through attire and beachwear. Undergarments must be worn at all times. Clothing that advertises and /or promotes alcohol, tobacco, drugs, and sexual activity or suggests obscenity or anti social behavior is not allowed. Derogatory messages, symbols, or messages, which disparage any individual or set of individuals, are not allowed. Please refrain from using body lotion or hair preparations prior to coming to class.

I have received a copy of the CDC Concussion Fact Sheet for Parents.

I have read and understand the General Policies and Guidelines for Precision Gymnastics.

Parent signature: _____
Date: **YOUR COPY- please keep** _____