

# PRIVATE LESSON POLICIES

## Communication

- You, as the guardian, should have your coach's number to contact them directly in case of a cancellation. There is to be **NO** contact between the students and their coach. You may also contact us at NASA's email: [nasagymnastics@outlook.com](mailto:nasagymnastics@outlook.com)
- Please make sure to only contact the coach regarding the scheduling of private lessons. All other questions about group classes or events need to be emailed to the gym.

## Cancellation

- We require a 24-hour cancellation notice.
- Payment will still be required if a lesson is canceled after the 24hr window or the student is a no-show.

## Registration

- All students who are not enrolled in a class, but sign up for private lessons, need to have a parent/guardian create a customer account and sign the online waivers. This must be done before the student's first scheduled lesson.

## During the Lesson

- There must always be another person in the facility/building besides the student and the coach. If there aren't other students and/or coaches in the gym at the time of the private lesson, then a parent or guardian is required to stay during the lesson.

## Payment

- Payment can be arranged directly with the coach, but should be in one of the following ways:
  - Cash
  - Check - made out to NASA Gymnastics & including gymnast's full name & reason for payment
  - Venmo - @NASAGymnastics & including gymnast's full name & reason for payment
- We **do not** charge the card on file for private lessons.