



OPERATING PROCEDURES

- There is an Annual Family Membership fee of \$50.00 due at time of registration (\$60.00 Charter School Families) which covers enrollment processing. This fee is charged per household. This fee is non-refundable. This fee will be charged EACH YEAR on the Anniversary Month of enrollment.
- Monthly Tuition is based on a 4-week month, with the anticipation that your child will remain enrolled throughout the course of the year. We do not charge extra for a month that may have a 5th class due to the way the dates fall, nor will refunds, credits or adjustments be given for the rare times when a month may only have 3 classes due to holidays or special events.
- If there is an unforeseeable reason the gym may need to close, we will notify you as soon as we are able and gladly offer a Make-Up Class!
- All Eclipse Gymnastics Students must have a valid CC on file to guarantee class enrollment. Monthly Tuition is charged on the 25th day of the month for the upcoming month, unless already paid in Advance. If the card on file is declined, a 10 Day Grace period is allowed, At which point (5th of Month), in which a \$25.00 Late Fee will be assessed. If payment is not received, your child will be automatically dropped from his/her class. A reinstatement service fee of \$15.00 may be charged.
- Tuition is non-refundable, and we do not allow prorated tuition for missed classes, or early drops.
- If you choose to discontinue classes for your student, you must complete a Drop Notice, and give a 15-Day Notice for Academy Classes, and 30-Day Notice for Competition Team Members at the front desk prior to the end of the month to ensure proper discontinuation and avoid being charged for the upcoming month. Should you fail to meet the deadline requirement, you will be responsible for the next month's tuition.
- All Children must be picked up inside the gym, regardless of age. No child will be allowed to leave the facility unattended. Children Must be picked up immediately at the conclusion of Class. We cannot watch children who are unsupervised before or after class time. Please supervise your children at all times.
- MAKE-UP DAYS: We gladly offer Make-Up if a class is missed for all Academy / Sunshine programs. A Make-Up must be done within 30 days of absence.
- Please make sure to have your child arrive 5-10 prior to the start of class, to ensure proper warm-up, and to avoid distracting other students with late arrival.
- Proper Attire is necessary to promote safety for both athlete and coach. No buckles, zippers or snaps. No denim. No jewelry of any kind other than small stud earrings. No socks.
Girls: Recommended attire should consist of a Leotard, or fitted shorts / pants, with a shirt securely fastened. No bare midriffs or exposed undergarments. Hair must be securely pulled back away from face and eyes.
Boys: T-shirts tucked in, with shorts or sweatpants. No pockets. If long hair, please secure away from face and eyes.
- Cubbies Are Provided for belongings... however, it is Advised to leave all valuables at home.
- No Food or Drinks are allowed in the Gym Training area.
- Students are to wait for their coach before coming onto the gym floor. Students are not allowed in the gym training area without the proper supervision of a coach. Parents, guests and siblings are not allowed in the gym training area.
- Please refrain from talking with your child during a lesson. This is very distracting not only for your athlete, but for all students and coaches, and takes away from the learning process. Also, please respectfully wait to talk with your coach until after class, or in an email, to avoid disruption during class time.

THANK YOU!