



Terry  
&  
Hazeldeane  
**CARPENTER**  
*Intergenerational*  
**CENTER**

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January 17, 2020

## CCTT—CARPENTER CENTER TUMBLING AND TRAMPOLINE NOTICE

We are proud to be home to the premier Tumbling and Trampoline program in all of Western Nebraska for students ages 18 months—18 years. Our pavilion was built in 2017. We have not increased rates in three years since moving into our new facility, and are in the process of examining our fee structure. Per new Board Policy, we will be implementing the following policy changes to our tumbling program, based on insurance requirements and to optimize operations:

### New policies will go into effect February 1, 2020

1. Parents are now required to escort their tumbler(s) for check in. This is safety assurance addressed with our new insurance policy to eliminate/reduce parking lot risks. It will only take you a few moments. Please help us keep all our children safe. Parents will also be required to check in at front desk with your tumbler, as we now are tracking attendance and payments electronically to better serve you.
2. Payments will be strongly encouraged to occur through Electronic Funds Transfer (EFT/bank draft.) This is a simple process where you complete a form that allows us to automatically draft your tumbling fee from your checking or savings account on the 28th of the month. No need for checks or cash anymore! You will be drafted each month until you give us a thirty (30) day notice to stop, in the event you discontinue tumbling.
3. If you cannot set up an automatic monthly draft, a payment window will be open each month from the 21st—28th for collecting cash/check, which is paid at the front desk. Any payment not received by the end of the day on the 28th (or day/s prior if 28th is on a weekend) is considered late and will incur an additional \$15 charge. **Only students current on payments will be allowed to tumble. Plan ahead! Know where the 28<sup>th</sup> falls in relation to your tumbler's class.**
4. If your child will not be attending or missing a full month of lessons, we need this **in writing by emailing [info@carpentercenter.us](mailto:info@carpentercenter.us).** This email must be received

by the 21st of the month prior to absence. To guarantee there will be an opening in the class upon your return, you will need to pay ½ month tuition. Otherwise, your spot may be filled by another participant and we cannot guarantee re-admittance into the class you're leaving.

5. Classes missed for holidays, when Carpenter Center is closed, will be allowed make-up sessions. Classes missed for illness, absence, or other reasons are not granted make-ups. Case-by-case situations will be considered and must be presented in writing to [info@carpentercenter.us](mailto:info@carpentercenter.us)
  
6. All **scholarship** tumblers will need to complete new scholarship applications by February 15, and bring in your most recent tax return as proof of income. Scholarships will be granted for no more than six months, at which time, a new application may be submitted. Since scholarships are given when we receive grant money to cover the difference in what you pay and what classes cost, we will only be giving scholarships when we have grant funding to do so. Previously receiving a scholarship does not guarantee scholarships in the future.

We want our program to be successful and your child to fully enjoy his/her experience. Past practices with late and overdue payments is keeping our program from optimal performance and expansion. Please help by abiding by the above policy changes.

Kristi Sornson, Director  
**On behalf of the Carpenter Center Board of Directors**  
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*Serving our Community Together at Carpenter Center*