



# **2025 - 2026**

## **Gym Information: Rules & Policies**

**Welcome Handbook & Guide for New  
Families!**

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# Contents

<b>Welcome to the Empire Gymnastics Family</b>	<b>Page 3</b>
Our Core Values	Page 3
Our Philosophy – What We Believe In	Page 3
Our Mission – What We Do	Page 4
Our Vision – Where We Want to Go	Page 4
<b>General Safety Statement</b>	<b>Page 5</b>
<b>SafeSport &amp; SafeSport Policies</b>	<b>Page 5</b>
Empire & SafeSport	Page 5
<b>Programs Offered</b>	<b>Page 6</b>
<b>Tuition &amp; Enrollment Policies for Recreational Classes</b>	<b>Page 10</b>
Acceptable Payment Methods	Page 10
Registration & Membership	Page 11
Tuition	Page 11
Late Fee Policy	Page 12
Available Discounts	Page 12
30-Day Money Back Guarantee	Page 12
Cancellation Policy	Page 12
Paused Enrollment Policy	Page 13
Drop Off & Pick Up Policies	Page 13
Late Arrival Policy	Page 13
Class Time Policies	Page 13
Sick Policies	Page 14
Make-Up Classes Policy	Page 15
Communications & Important Announcements	Page 16
<b>General Gym Rules &amp; Expectations</b>	<b>Page 17</b>
Student Expectations	Page 17
Parent/Guardian Expectations	Page 17
Viewing Areas & Study Room	Page 18
Food & Drink	Page 19
Photography/Videography	Page 19
Bringing Friends/Friends in Classes	Page 19
Special Preschooler Concerns	Page 20
Dress Code/Appropriate Attire	Page 20
Lost & Found	Page 21
Hurricane Policy	Page 21
Personal Information	Page 21
Medical History	Page 22
Team/Pre-Team/Special Training	Page 22
<b>Class Schedule</b>	<b>Page 23</b>
<b>Gym Calendar: Holiday/Break Closures</b>	<b>Page 24</b>

# Welcome to the Empire Family!

## Our Core Values

1. **Transparent & Honest Communication**
2. **Cultivate a Community of Inclusivity & Collaboration**
3. **Seek Perpetual Growth & Personal Development**
4. **Act with Integrity, Authenticity, & Respect**
5. **Make a Positive Impact Every Day**

## Our Philosophy – We Believe In...

### ... Committing to Our Students:

- ◆ Providing students of all ages the opportunity to conquer the laws of physics in a high-quality and welcoming environment
- ◆ Creating a fun place for you to learn, grow, and thrive as you stretch your limits and come to realize what you're truly capable of achieving
- ◆ Helping students learn to believe in yourself and your abilities and that everyone has different strengths and weaknesses
- ◆ Supporting students as you discover the joy of learning and that part of the fun is working hard to improve as an athlete and a person
- ◆ Supplying the tools you need to build a strong and flexible body along with a confident spirit, self-esteem, determination, perseverance, teamwork, cooperation, sportsmanship, and more
- ◆ Teaching you the importance of goal setting, hard work, and effort through whatever level of activity you choose to do

### ... Providing Value & Transparency for Our Parents:

- ◆ Offering flexible services that take into consideration the unique needs of our families and community
- ◆ Providing clear, consistent communication so families understand their investment in their children's gymnastics experience
- ◆ Being available as another resource in the village that surrounds you as you raise your children

### ... Continuously Supporting & Training Our Staff:

- ◆ Helping all our coaches and office staff reach their highest goals both professionally and personally
- ◆ Creating a culture that's inspiring, motivating, and supportive
- ◆ Training our coaches in the latest safety and skill techniques for the highest quality instruction and safety of our students
- ◆ Serving as role models to ensure our interactions with students remain positive and encouraging

### **... Respecting the Art & Science of Learning:**

- ◆ Infusing the art and science of movement and motor development into our program curriculums
- ◆ Coaching with the goal of multisensory and multidimensional development (physical, cognitive, emotional, mental, and social well-being)
- ◆ Embracing the Long-Term Athletic Development framework to provide students with a foundation of fitness that promotes a long-term commitment to physical activity and helps them reach their potential
- ◆ Adopting popular sports psychology and child counseling techniques to better connect with students on an emotional level and help them overcome personal obstacles
- ◆ Engaging in various teaching styles and approaches to coaching that cater to the individual needs of each student & their learning process

### **... Elevating the Sport of Gymnastics:**

- ◆ Promoting the multidimensional benefits for youth and all ages that go beyond gymnastics participation
- ◆ Offering classes that emphasize proper skill development through a structured system of gymnastics
- ◆ Incorporating engaging activities within classes that challenge and motivate students to push themselves beyond their perceived limitations
- ◆ Learning from this sport's past to overcome traditional stereotypes so students can break through outdated expectations and appreciate themselves for who they are no matter what!

## **Our Mission – What We Do**

- ◆ Provide value for our families with unique and flexible programs that respect the various needs of our community (especially regarding time and money!)
- ◆ Create a fun, supportive, and safe space where all students feel welcome and accepted no matter their background, age, or experience
- ◆ Nurture the developing minds and bodies of children with programs that balance the need for self-discovery and active play with structure and education
- ◆ Combine the art and science of movement with fun, interactive sports instruction for high-quality, responsible skill development
- ◆ Inspire our coaches and students in a way that fosters an optimal learning environment for students to safely defy the laws of gravity while enhancing movement development and building character
- ◆ Positively impact the lives of children through enriching experiences where they receive not just gymnastics instruction but are also equipped with the necessary tools for a life full of success!

## **Our Vision – Where We Want to Go**

### **Dream | Believe | Achieve**

We aim to be recognized as the premier destination for high-quality gymnastics instruction and personal growth.

We want to foster an environment where our students are not afraid to try and fail because they understand that mistakes are part of the learning process and that we only grow when we have the courage to get up and try again.

We want to shape well-rounded individuals who acknowledge that being an athlete is only one side of who they are, and that what they learn in gymnastics will allow them to overcome any obstacle life throws at them (inside and outside of the gym).

We want to inspire our students to dream big, empower them to believe in themselves, and mold their characters so they have the fortitude to achieve their goals!

## General Safety Statement

While all of us here **LOVE** gymnastics and have dedicated our lives to offering kids of all ages the opportunity to defy gravity, it doesn't change the fact that gymnastics is an inherently dangerous sport. Speed, height, rotation, and landings during basic and advanced skills put our athletes at risk daily. All parents must be fully aware of the risks involved in the sport of gymnastics, even at the recreational level.

We at Empire acknowledge the inherent dangers of gymnastics and are well aware of the potential hazards. We make every effort to achieve and maintain a safe environment for our students at **ALL** levels of development! We also believe that emphasizing strength, flexibility, and proper technique is what keeps athletes as safe as possible. Thus, we employ well-planned progressions for teaching new skills and utilize spotting techniques, landing mats, and other training aids to protect our students while they participate in class. We also continuously train our staff and review proper class management, supervision, and spotting techniques. The rules of all our programs are written with the primary concern of ensuring the safety of our students!

## SafeSport & SafeSport Policies

The U.S. Olympic Committee created the United States Center for SafeSport in March 2017. It is an independent nonprofit organization committed to building a sports community where participants can work and learn together free of emotional, physical, and sexual abuse and misconduct. The SafeSport Policy serves as the foundation for rules, responsibilities, and best practices that guide coaches, parents, athletes, and youth and amateur sports organizations in creating an environment that prioritizes athlete safety, well-being, and the prevention of abuse.

The U.S. Center for SafeSport's Minor Athlete Abuse Prevention Policies were created as part of the Center's federal mandate to develop policies that help prevent emotional, physical, and sexual abuse of athletes. The policies are designed to provide training requirements and limit one-on-one interactions between minors and adults.

### Empire & SafeSport

Here at Empire, we strongly support and implement the SafeSport policies to facilitate a safe environment for all our students:

- ◆ Parents are prompted to stay and watch their children as they participate in class to increase transparency and decrease any opportunity for abuse to occur
- ◆ All one-on-one interactions between a student and an adult are observable and interruptible
- ◆ Parents must provide written consent for private lessons (Private Lesson Agreement) and are strongly encouraged to stay and observe the entire one-on-one session
- ◆ Program curriculums and class activities are designed with the consideration of student ages, physical developments, and safe progressions
- ◆ All staff are required to be SafeSport trained and understand appropriate forms of conduct between adults and students as well as between children

## Programs Offered

### Parents & Peanuts

Our Parents & Peanuts program is a parent and child curriculum designed to introduce physical, mental, and social challenges to little ones in a fun, engaging, and hands-on environment. Our goal is to promote gross and fine motor skills along with other important socialization skills like listening, following directions, waiting for turns, and interacting with new friends for true multisensory development.

Accompanying adults actively participate alongside their little ones to help motivate their young athletes as they enjoy learning, exploring, and discovering the world around them.

As an early development program, Parents & Peanuts classes follow age-appropriate themes that integrate active play with structured circuits to support physical, social, and emotional growth. Every activity includes various sensory, balance, and coordination tasks that nurture your little one's natural curiosity, instill confidence, and empower them for all the adventures of life!

Parents & Peanuts classes are tailored to the developmental needs of this age group and offer a special time for parents and little ones to learn, bond, and grow together.

### Preschool

While our Preschool curriculum builds off the concepts covered in our Parents & Peanuts classes, it is also a standalone program designed to introduce movement, sports, and gymnastics!

Our approach to Preschool is similar to Parents & Peanuts in that we provide a fun and enriching environment where little athletes are physically, mentally, and socially challenged. Our goal is to encourage self-discovery and growth as students navigate obstacle courses and participate in structured learning via a progression-based curriculum.

But don't worry! Classes aren't so rigid that kids feel stifled! All activities are tailored to the developmental needs of this age group and chosen to stimulate the imagination. We strive to blend themed, focused instruction with active play, allowing students to channel their energy while developing body control and basic gymnastics skills.

Preschool classes are where children begin to learn independence. They get a jump start on building their fine and gross motor control abilities while also developing balance, coordination, flexibility, strength, and other critical social skills.

We aim to set our young athletes up for success, giving them the confidence they need to progress in gymnastics or whatever activity they choose!

## **Girls' & Boys' Developmental**

Gymnastics is an excellent activity for all children, as it teaches self-esteem, self-motivation, self-discipline, determination, perseverance, sportsmanship, respect for others, and many other valuable life skills!

As such, our developmental programs for girls and boys provide the opportunity to learn these valuable life lessons in a fun, relaxed, yet challenging atmosphere as they discover and participate in the exciting sport of gymnastics!

Our developmental curriculum is designed to teach flexibility, strength, coordination, and body awareness through gymnastics skills and a positive teaching approach. With an emphasis on character development, we focus on building up and inspiring our young participants to work hard and improve as athletes and people as they undertake this sport's physical and mental challenges.

Students learn gymnastics fundamentals in an energetic environment that acknowledges and celebrates their accomplishments (no matter how big or small) while building upon their underlying motor patterns for more advanced skills.

Students participate on all apparatuses; each week, classes focus on two different events:

**Girls:** Vault, Uneven Bars, Balance Beam, & Floor

**Boys:** Vault, High Bar, Parallel Bars, Rings, Pommel Horse, & Floor

All our developmental classes are divided by gender, age, and skill level to ensure the safest instruction and optimal learning conditions. As non-competitive programs, all classes follow a developmentally appropriate curriculum that progresses to help our young athletes achieve their dreams and reach their full potential!

We thus offer Kinder Kids/Beginner, Intermediate, and Advanced classes for girls and boys to ensure all students continue to be challenged, moving up to the next level only when they are individually ready.

## **Co-Ed Tumbling**

Our co-ed tumbling program is great for cheerleaders, divers, dancers, gymnasts, and anyone interested in learning to defy gravity! It provides a unique opportunity for girls and boys to focus on the floor exercise without using the other gymnastics apparatuses. Classes serve as a great introduction to the fundamentals of gymnastics with a focus on proper tumbling techniques!

Our tumbling curriculum is designed to teach strength, power, coordination, body awareness, and body control using tumbling and a positive teaching approach. We emphasize character development and build up and inspire our young participants to work hard and improve as both athletes and individuals! We give them the tools they need to undertake sports' physical and mental challenges successfully.

Students learn tumbling skills in an energetic environment that acknowledges and celebrates their accomplishments (no matter how big or small) while building upon their underlying motor patterns for more advanced skills.

All our tumbling classes are divided by age and skill level to ensure the safest instruction and optimal learning conditions. Additionally, all classes follow a developmentally appropriate curriculum that progresses to help our young athletes achieve their dreams and reach their full potential!

We thus offer Tumble Tots/Beginner, Intermediate, and Advanced classes to ensure all students continue to be challenged, moving up to the next level only when they are individually ready.

## **Co-Ed Flex & Stretch Fitness**

Flex & Stretch Fitness classes are the \*newest\* addition to Empire's available programs! Students participate in a structured class that keeps kids active with gymnastics-inspired movements, combining bodyweight exercises with cardio circuits and light resistance training. The goal is to introduce a fun, age-appropriate approach to physical fitness that increases flexibility, improves cardiovascular and muscular endurance, and builds strength – all amongst friends!

Flex & Stretch Fitness is a 45-minute class open to boys and girls aged 7-12 years old. We currently offer them once a week on Wednesdays.

## **SPECTacular Gymnastics**

SPECTacular Gymnastics is also among the newest additions to Empire's programs, specifically designed for our students on the Autism Spectrum or with other disabilities who may require a smaller group, a quieter environment, and/or more direct attention to thrive. Beginner levels focus on learning foundational gymnastics skills, building strength, and practicing coordination exercises. Our intermediate level focuses on learning more advanced skills and participating in strength and coordination challenges, all while having fun! Parents will be allowed on the gym floor if needed to assist their child during class.

A structured 30-minute SPECTacular class is currently open to our preschool-aged students, 3- and 4-year-olds. Structured 45-minute SPECTacular classes are open to girls and boys aged 5-12 years old.

We also offer a 45-minute SPECTacular open gym, open to students aged 3 to 12 years old, and it operates on a drop-in basis.

**All students in our SPECTacular Gymnastics program must first speak with, be evaluated, and obtain approval from the Program Director to ensure proper placement before enrollment. This applies to BOTH the structured and open gym classes.**

## **Homeschool P.E.**

Our Homeschool P.E. program is similar to our Developmental program, but with a greater emphasis on physical education. Students participate in a structured class that keeps kids active with gymnastics-inspired movements, blending basic gymnastics skills while working on flexibility, building strength, and developing coordination. This 60-minute class also fulfills physical education requirements for many homeschool programs.

All Homeschool classes are held on Wednesdays and are available for students aged 5-12.

**We also offer a 45-minute Homeschool Preschool class on Wednesdays for students aged 3-4 years old.**

## **Adult Gymnastics**

Whether you have always wanted to try gymnastics, seek something new, or get back into the sport you loved, Empire offers adult gymnastics to satisfy the child in all of us! This class is designed for anyone interested in improving their fitness levels in a fun and different way in a relaxed and supportive environment. The aim is to provide a space tailored to your individual needs and goals; it's your time in the gym, and you can spend it as you'd like! No matter if you prefer more one-on-one assistance with the coach or to work at your own pace in an open gym format, adult gymnastics is whatever you need it to be. Increase strength and flexibility through basic gymnastics movements, focusing on learning (or relearning) beginner through intermediate skills, or jump around and be a kid for an hour, we'll make it happen!

We currently offer a 60-minute drop-in class on Tuesday and Wednesday evenings, open to individuals aged 16 years and above, regardless of their fitness level, from beginners to advanced!

## **Girls' & Boys' Competitive Teams**

We proudly offer competitive gymnastics programs for both boys and girls, with several options depending on your athlete's age, level, and goals!

**Team participation is by invitation only;** it requires a higher level of commitment and dedication than our developmental program.

### **Pre-Team**

We have both boys' and girls' pre-team groups, which follow our team track and are designed to grow our competitive teams. The main goal of pre-team is to help young athletes develop the necessary strength, skills, and confidence needed for competition by building on their gymnastics foundations and emphasizing body awareness, form, technique, strength, and flexibility.

### **Competitive Boys**

Our boys' team competes in levels 3 - 10 under USA Gymnastics (USAG).

### **Competitive Girls**

Our girls' team competes under the National Gymnastics Association (NGA). They compete in levels 1 – 10, including Bronze, Silver, Gold, Platinum, and Diamond.

## **Kids' Night Out (KNO)**

We can all use more adult time on a Saturday night, so why not hire us as your babysitters? Because a night of fun in the gym for the kids means a "night out" for the adults!

Kids will have a blast playing games, navigating obstacle courses, jumping on the trampoline, creating crafts, making new friends, and simply enjoying overall gym time. We even take care of dinner (Pizza, of course!)

We're cheaper than your average babysitter, and your kids get to be active and socialize while YOU get some much-deserved adult time!

KNO is held on select Saturdays each month, so be sure to check your email and our website for updates!

Kids' Night Out is for children ages five and older (although 3 - 4-year-olds may attend **IF** accompanied by an older sibling AND they're **FULLY potty trained**)

Kids do **NOT** have to be enrolled in Empire classes to participate. However, all non-member families wishing to attend must complete a waiver form upon drop-off.

KNO is \$30.00 per child if you sign up in advance or \$35.00 per child if you drop in. Pre-registration is open via the Parent Portal and closes on the Friday evening before the event.

## Seasonal Camps

Empire is proud to host full- and half-day camps during the summer and winter seasons!

Our summer camp is always a **BIG** hit during June and July. It offers an entire summer's worth of fun-filled, age-appropriate activities for kids ages 3 to 12. Each week has a dedicated theme, complete with arts and crafts, bounce houses, water days, field trips, special shows, games, and, of course, gymnastics!

Our winter camp is also a much sought-after event during December, as we help families celebrate the season by providing a fun, safe space for kids to play (and learn gymnastics) during the holiday break.

Spaces are limited for both camps (especially summer camp), and spots fill up **FAST!** So, check our website often for details and information about upcoming camps and when registrations open.

# Tuition & Enrollment Policies for Recreational Classes

## Acceptable Payment Methods

**Empire Gymnastics accepts all major credit and debit cards**, including Visa, MasterCard, Discover, and American Express. **Credit and debit cards are the preferred payment methods, and families must maintain an active card on file** to ensure tuition is processed successfully each month, allowing your student's gymnastics experience to remain uninterrupted!

We also accept Apple Pay via our external card reader, and, of course, cash payments are always welcome. If you plan to pay with one of these methods, please notify the office of your intention and do so **BEFORE** the first of the month, as this allows us to update your account correctly so the card on file is not charged, to avoid a late fee, and prevent any interference with your child's class participation.

Please note that we do **NOT** accept check payments.

## Registration & Membership

Upon initial enrollment, a one-time **annual membership fee of \$45.00 is required**. For families with two or more children enrolling in classes, the first student pays the regular rate, while **each subsequent child pays \$35.00**. Membership fees are valid for 12 months from enrollment and automatically renew every 12 months as long as the student remains active in a class.

## Tuition

Most of Empire's programs operate on a rolling basis, meaning classes run **monthly** instead of by semesters or even annually. Month-to-month memberships are more affordable, free you from stressful financial commitments, and provide greater flexibility for busy families in our community.

**All tuition is NON-REFUNDABLE and is due on the 1<sup>st</sup> of every month**. Furthermore, monthly tuition is **ONLY** prorated if a student enrolls in a class mid-month.

**Class tuition and annual membership fees are automatically drafted on the 1<sup>st</sup> of every month, which means that all families MUST put an active credit or debit card on file**. You are responsible for informing the office of any changes to your credit card information. You can also update your payment information online via the Parent Portal. If you'd like to make a tuition payment in cash, please stop by the office **BEFORE** the first of the month so that your account accurately reflects the payment and avoids double charges.

Parents & Peanuts	\$72.45 per month + \$45.00 annual membership fee
SPECTacular Preschool Structured Class	\$72.45 per month + \$45.00 annual membership fee
Preschool Gymnastics	\$82.95 per month + \$45.00 annual membership fee
Homeschool Preschool	\$82.95 per month + \$45.00 annual membership fee
SPECTacular Beginner Gymnastics Structured Class	\$82.95 per month + \$45.00 annual membership fee
Co-Ed Flex & Stretch	\$82.95 per month + \$45.00 annual membership fee
Girls' & Boys' Developmental & Tumbling Beginner Level 1	\$93.45 per month + \$45.00 annual membership fee
Girls' & Boys' Developmental & Tumbling Intermediate Level 2	\$93.45 per month + \$45.00 annual membership fee
Co-Ed Homeschool P.E.	\$93.45 per month + \$45.00 annual membership fee
Girls' & Boys' Recreational & Tumbling Advanced Level 3	\$103.95 per month + \$45.00 annual membership fee

We also offer several classes that operate on a **drop-in basis**:

SPECTacular Gymnastics Open Gym	\$17.00 per drop-in class + \$45.00 annual membership fee ( <i>ONLY if not concurrently enrolled in a SPECTacular structured class</i> )
Adult Gymnastics Classes	\$22.00 per drop-in class

**Class tuition prices will increase annually by 5% to help keep up with inflation and increased cost of living. All new monthly tuition prices will take effect on the 1<sup>st</sup> of every calendar year.**

## Late Fee Policy

All tuition is automatically drafted on the 1<sup>st</sup> of each month. However, if payment does not go through, you have until the 7<sup>th</sup> of the month to update your payment information with the office either online through our Parent Portal, over the phone, or in person.

**If payment is not received by the 7<sup>th</sup> of the month, a \$25.00 late fee will be applied to your account. Furthermore, students are NOT permitted to participate in their classes until tuition is paid in full.**

## Available Discounts

Empire offers discounts to families who enroll their child in multiple classes or who are enrolling multiple students:

- ◆ **Second and/or third child:** \$10 off membership fee
- ◆ **Second child or second class:** \$5 off monthly tuition
- ◆ **Third child or third class:** \$10 off monthly tuition

*\* Tuition and family discounts are subject to change*

## 30-Day Money-Back Guarantee

Every new student is eligible to try classes at Empire risk-free! There is no obligation upon registration to allow you and your young athlete to see our facility, meet our coaches, see how classes operate, and determine if gymnastics classes at Empire are right for them.

We understand that starting a new activity and joining a new class can be intimidating! The first day can be overwhelming as we are in a strange facility with people we've never met, trying to learn challenging skills that are both physically and mentally demanding. Oh boy! **As a result, sometimes it takes a few classes for students to adjust, feel comfortable, and become excited about gymnastics.**

By providing a 30-day, risk-free period, your young athlete has approximately **four** opportunities to try the class. The goal is by then, kids make friends and realize how much FUN they can have learning gymnastics!

However, within your first 30 days of enrollment, if your child truly does not enjoy his/her class enough to continue, you will be given a **FULL** refund for both the registration fee and the month's tuition. (But hopefully, they end up loving it!)

## Cancellation Policy

If you'd like to take a break or discontinue participation, please contact the office so that your student is removed from their class, and you will not continue to be charged for tuition. **It is vital to provide the office with at least one week's notice BEFORE the 1<sup>st</sup> of the month.**

**NO refunds** are given if you request to drop your child **AFTER** missing multiple classes **WITHOUT** proper communication with the office.

**Additionally, if you do not attend class for THREE consecutive weeks without notifying or communicating with the office, your child will be automatically dropped from his/her class.**

## Paused Enrollment Policy

We can pause a student's class enrollment for **ONE MONTH ONLY**. Accounts will be charged a **\$25.00 hold fee** to keep their student's spot in their class for that month.

Considering most classes have extensive waitlists, **you must pay full tuition to keep your child's spot in the class after the one-month pause**. Otherwise, your student will be dropped to make room for the next child on the waitlist.

## Drop Off & Pick Up Policies

Once students enter the gym, they become our responsibility! As such, **all parents MUST walk their students into the building for their classes AND be inside to pick them up when class ends**. No child can exit our facility alone, even if they know their parents are waiting in the parking lot. This ensures all students leave with the correct adult and keeps them physically safe—Jefferson Highway is SUPER close!

Additionally, if any student must leave class early, you **MUST** inform the office staff, their coach, or both! **We must ALWAYS know where every child is while they are on our premises**. So, if you know that your student is leaving early or you must pull them out of class early due to unforeseen circumstances, please flag down a coach to let us know.

## Late Arrival Policy

All classes start promptly at their scheduled times! If you are running late to bring your child to class, please contact the office beforehand to let us know. Our classes (and the entire gym) follow a specific rotation schedule to ensure efficiency and that every group gets to where they need to go daily.

**For their own safety and the overall structure of the class, if your child is more than 15 minutes late, they CANNOT join the class.** If you arrive 15 minutes or later after the start of class, your child misses the warm-up and the instructions for the first rotation, which increases the risk of injury. Moreover, joining a class after the first rotation begins disrupts the flow of the class and distracts the other students, which jeopardizes the safety of not just the kids in the class, but every student and athlete in the gym.

**If your child is not permitted to join their class due to a late arrival, you can speak with the office to schedule a make-up class.**

## Class Time Policies

Upon arrival, please have your child remove their socks and shoes, store them in a cubby, and remove any jewelry (including hoop earrings, necklaces, bracelets, and watches). Then, enter the gym through the black door. **While waiting for your child's class to**

begin, you and your student **MUST** remain in the black floor area by the stairs and **BEHIND** the blue gate until their coach calls them onto the floor.

**For safety and liability reasons:**

- ◆ **NO** children can stand on the green cubby system outside the preschool gym or climb, sit, or hang on the wooden ledge in the preschool gym area. **All feet MUST be on the black floor!**
- ◆ **NO** children, whether students or siblings, can sit on, climb on, or climb over the blue gate. Again, **all feet MUST be on the black floor!**
- ◆ **Adults and children are strictly prohibited from touching or walking on gymnastics mats or equipment while waiting.** This includes playing on the mats in front of the blue gate and swinging on the parallel bars. Even actively enrolled students waiting on siblings in class can **NOT** touch the equipment, remain on the floor after their class ends, or enter the gym if they are **NOT** participating in a class that is currently going on.
- ◆ **Parents are NOT permitted to enter the gym or walk on the floor before, during, or after classes** unless an Empire staff member accompanies them.
- ◆ Parents who stay to watch their child participate in class, whether observing from the downstairs black floor area or the upstairs balcony, **must refrain from speaking to their child during class.** Yelling at them from upstairs or trying to get their attention interrupts and disrupts all the classes, posing a serious risk to students' safety.

**While we encourage open communication between coaches and families, if you have to speak with your child's coach, we ask that you respect their time and other responsibilities.** Coaches only have five minutes between classes, so if you would like to discuss something with your child's coach, please get in touch with our office manager at the front desk to make the necessary arrangements. Depending on the issue, our office staff can relay the message to the coach at the end of their shift, direct you to an available member of management to speak with immediately, or schedule a time to meet with your child's coach later. You can also send an email to the office or the gym director at any time.

## **Sick Policies**

We understand that kids get sick! And, there are definitely certain times of the year when germs tend to circulate more prolifically than others (like returning to school or the change in weather). **However, in a gym environment where many people are sharing the same space, we must take measures to protect our families, students, and staff to the best of our abilities!**

**If your child feels sick, they MUST remain home to recuperate!** This includes colds, coughs, runny noses, sore throats, stomachaches, headaches, vomiting, diarrhea, sinus infections, and the flu, among others. **When in doubt, PLEASE play it safe and let your child rest at HOME.** Attempting to bring your child to their class when they don't feel their best *can* be dangerous, but it is always unsanitary!

- ◆ Often when we don't feel well, **our equilibrium is affected**, which impacts balance and coordination – two crucial aspects of participating in gymnastics!
- ◆ Flipping upside down and engaging in a high-intensity activity like gymnastics puts **extra strain on the body**, even when we're healthy. Therefore, when the immune system is already compromised, gymnastics can actually **exacerbate symptoms** and **prolong the illness**.

- ◆ Attending classes when sick, where staff and students are in constant proximity to each other and continuously using the same equipment, **spreads illnesses like wildfire!** While our staff cleans daily and takes as many precautions as possible to disinfect the gym, we all know how quickly germs can be shared between people, especially children.

**Additionally, if your child has or had a fever, they MUST be fever-free for AT LEAST 24 hours WITHOUT the use of fever-reducing medication BEFORE being allowed back to class.** This helps ensure your child is no longer contagious and protects them from catching something else. After a fever breaks, the immune system remains weakened, making us more susceptible to contracting other bacteria or viruses.

Similarly, **if your child is exhibiting symptoms such as rashes, warts, hives, or an itchy scalp, err on the side of caution and keep them home.** Gymnastics is a hands-on sport, so please help us prevent the spread of any highly infectious diseases.

**NOTE: if the coaches notice a rash or something comparable when your child is at class, we may ask them to leave early and request that you provide a doctor's note that clears them for activity before returning the following week.** Many times, rashes are symptoms of various contagious illnesses like meningitis, measles, ringworm, or staph infections, all of which are **extremely** communicable, particularly in kids.

**In the event of illness, please notify the office via email,** and we'll mark your student down as an **excused absence** for that week. **Once your child is feeling better, you can contact us by phone, email, or in person the next time you're at the gym to arrange a make-up class.** If your child contracts a more serious illness that hinders their attendance in class for multiple weeks, please communicate regular updates to the office so we remain aware of the situation. Hopefully, this never happens, but if it does, we ask that you keep us informed so we can help determine the best option for your family regarding your child's enrollment, tuition, and their return to class!

**Please understand that these policies are in place for the safety of YOUR child as well as the safety of the other students in the gym and all Empire staff.** We love and value all our families, students, and coaches, and **always** prioritize their health and wellbeing above all else!

### **\*PLEASE NOTE:**

**We all need to do our part in keeping Empire a safe, clean, and sanitary facility, and little actions go a LONG way! Please review with your children the importance of good hygiene habits and help us emphasize the importance of washing our hands, especially after using the bathroom, and properly covering our mouths when sneezing or coughing. While there are multiple hand sanitizing stations located in the gym and lobby areas to use (like after blowing our nose, sneezing, or coughing), nothing is better than a thorough hand washing with our antibacterial soap (and water) to help eliminate germs and stay healthy!**

## **Make-Up Classes Policy**

Tuition pays for your child's spot in a class and includes make-up classes should your child have to miss. **If your child is missing their class for any reason, please notify the office via phone or email to let us know!** In doing so, we mark that absence as **excused**, which helps us keep track of owed make-ups, allows us to schedule make-ups, and prevents an automatic system drop, which occurs after **three** consecutive missed classes with **no communication**.

It is important that when your child misses class, you contact the office via email as soon as possible or visit the front desk in person the next time your child attends class to schedule their make-up. **Arranging make-up classes quickly after absences prevents an accumulation of make-ups and ensures we can find a class for them!** If families wait too long to schedule make-up classes in bulk, we cannot guarantee that we'll be able to accommodate all of them because our classes are already at maximum capacity.

We try to limit the number of make-up classes students schedule per month, but we understand situations arise and are flexible to allow our families the best experience possible. However, **please do NOT abuse the ability to schedule make-ups!** If we notice that a student never makes it to their registered class and only attends make-ups at a preferred time, **you will no longer be permitted to schedule make-up classes.**

**Make-ups are offered when and where they do not interrupt the safety or quality of the class for the enrolled students.** They also depend on safety, space, equipment, and teaching ratios. As such, **you MUST call or email the office IN ADVANCE to schedule a make-up class!** You can also request a make-up class online via our Parent Portal. **You CANNOT drop in for a make-up class.**

**\*PLEASE NOTE: Families CANNOT schedule make-up classes once students drop their enrollment.** Any outstanding make-ups are **forfeited** once a class enrollment becomes inactive. If you know your child will be dropping out of their class, please contact the office to schedule any outstanding make-up classes **BEFORE** their drop date.

Lastly, if your child misses class due to a **gym closure**, they **ARE** entitled to a make-up class once Empire reopens! However, since there are multiple students for whom we must provide make-ups, we often have to spread them out over the month or the upcoming month to ensure classes are not overbooked. **Make-up tokens do NOT expire**, so please don't worry about fitting them in the same month!

**NO make-ups are offered when the gym is closed for week-long holiday breaks** since every student misses their class equally.

## Communications & Important Announcements

While we call our families when there is an immediate concern about the individual student or account, **Empire Gymnastics' primary method of communication is email.** Additionally, any important announcements and reminders are emailed, including monthly updates, new services or offerings, camp registration dates, and notifications about class waitlist openings.

**Please double-check that:**

1. You have your correct email address on file
2. You enter an email account that you regularly check
3. You save Empire's office email to your contacts to ensure you receive all important communications

# General Gym Rules & Expectations

Please carefully review our rules and policies and help us enforce them by sharing these rules and expectations with your child. Remember – our policies are in place to ensure your family has the safest and most enriching gymnastics experience possible!

## Student Expectations

- ◆ Always show respect for others, yourself, and the gym! This includes your coach, your fellow classmates, the other students and staff in the gym, and the equipment.
- ◆ There is no place for displays of anger, disgust, or talking back to coaches or other adults. We're all here to help YOU!
- ◆ **Do NOT pick at the foam, scratch mats with your nails, or misuse equipment, especially in a way that damages its functionality** (gymnastics mats are expensive)!
- ◆ Always listen to your coach and follow directions to get the most out of your class.
- ◆ Always let your coach know if you need to use the bathroom or require a drink of water. Your coach must know where you are at **ALL** times!
- ◆ If you need to leave in the middle of class, whether for a water break, bathroom break, or to see your parent, **always pay attention to what's happening around you and always walk AROUND the floor and beams**. There are A LOT of kids in the gym at many different events, and we don't want anyone to get hurt! Never run across the floor or go between the balance beams to ensure your safety and the safety of the other students.
- ◆ **There is a ZERO tolerance policy for bullying**. This includes unwanted teasing, threats, taunts, and intimidation through words and/or gestures, physical violence, and/or attacks.
- ◆ We encourage and support one another because gymnastics is hard, and we're all learning it together!

## Parent/Guardian Expectations

- ◆ **Parents are responsible for paying tuition on time!** Our office sets up automatic tuition drafts on the 1st of each month to ensure a seamless process. However, if a payment does not go through, parents must update their payment information ASAP to avoid incurring a late fee and interfering with their child's gymnastics experience. **Students are NOT permitted to attend class until the month's tuition has been paid in full.**
- ◆ **Parents MUST walk children into the building for classes.** Please do not drop off your child outside and leave/remains in your vehicle. Sometimes, we need to speak with parents before the start of class. If we cannot reach you, your child will not be allowed to participate that day.
- ◆ **ALL** children, including siblings who are not enrolled and enrolled students who are not in class, must **ALWAYS** be supervised by a parent or guardian.
- ◆ While waiting for class to begin, all students (as well as adults and siblings) must **stay in the area by the stairs BEHIND THE BLUE GATE**. Please ensure your child does **NOT** climb on or over the gate, play on the mats, or swing on the bars while waiting for a coach or class to start.

- ◆ Parents must bring their children to class on time! **Students arriving 15 minutes or more later to their scheduled class will not be permitted to join, and a make-up class must be scheduled.**
- ◆ For safety and liability reasons, **parents are NOT permitted to enter the gym or walk on the floor during classes UNLESS** an Empire staff member accompanies them.
- ◆ Adults and children are strictly prohibited from touching or walking on gymnastics mats or equipment while waiting. Even actively enrolled students waiting for siblings in class can **NOT** touch the equipment or enter the gym if they are NOT in class.
- ◆ **Parents MUST be in the building and ready to pick up their children at the end of class.** The parking lot can be very dangerous, especially with Jefferson Highway nearby. Please ensure your child joins their coach at the beginning of class, and refrain from asking your young children to run out to the car after class.
- ◆ Parents are welcome to stay and watch, but they are NOT required to stay at the gym during their child's class. If they do stay, parents, guardians, siblings, and others must remain in the waiting room, lobby, or our designated viewing areas upstairs while waiting for a child to finish.
- ◆ Parents are expected to **respect the coach-athlete relationship** and **refrain from interrupting classes by yelling from the upstairs viewing area or walking onto the gym floor to talk to their child.** Not only does this distract the students, creating a safety hazard, but it also undermines the coach's authority, making class instruction more challenging and less productive. **If you need to speak with your student while they are in class, please inform the office manager, who will bring your child to you.**

## Viewing Areas & Study Room

Inside the gym, we have an upstairs viewing area/observation deck for parents, guardians, siblings, and others to watch their child while they are in class. Since honesty and transparency are core values of ours, we need to provide a dedicated space for family members to observe the activities that take place during classes. Our upstairs viewing area offers a birds-eye view of the entire gym, perfect for witnessing the progress your child makes week after week!

If stairs are not your thing, we also have ample space (and chairs) downstairs in the gym behind the blue gate (we call it the "Black Floor Waiting Area"). Although this spot is where our students wait to be called to class, it is also an ideal place for parents to watch their children, especially if they experience difficulty climbing stairs or have other mobility impairments.

**\*NOTE: Please let us know if you or a family member is interested in observing classes and requires any additional accommodations due to mobility challenges.** We are happy to make special arrangements for family members so they can watch and enjoy their child's gymnastics participation!

We also have a study room upstairs (the first door on the right at the top of the stairs). While this room is used mainly during camps for crafts, nap time, or aftercare, many of our older students use it yearly to do homework before or after class. Furthermore, despite a couple of games and toys available for children to play with, the study room is meant to be a **quiet area** for anyone to use when they need to get work done without interruptions. We ask that any parent or child who uses this room to respect the space and the people in it.

**If your child plays with any toys in the study room, please pick them up before leaving! This will help us maintain a clean environment for all students and families.**

### **A FEW IMPORTANT RULES TO REMEMBER:**

- ◆ Children under the age of 12 may **NOT** be left unattended in the upstairs viewing area or study room
- ◆ Children should **NOT** be doing gymnastics in the upstairs viewing area OR study room
- ◆ Please **CLEAN UP** after you and/or your child both in the viewing area AND study room
- ◆ If you are the last one leaving the study room, **please turn off the lights**
- ◆ **Do NOT** allow your children to play on the stairs or in the walkway
- ◆ **Do NOT** set your young children or toddlers on the railings of the upstairs viewing areas (it's dangerous!)
- ◆ Please keep all personal belongings (and children's toys) off the railings to prevent them from falling over the edge and onto the gym floor (safety hazard!)
- ◆ Please **DO NOT** attempt to talk to, yell at, or coach your child while he or she is in class from the upstairs areas

### **Food & Drink**

**Food and drink are permitted ONLY in our downstairs lobby areas.** If you eat or drink anything, please dispose of all food and wrappers in the trash cans and clean up after your child after they have eaten any snacks. Treat our home like it's your home, too!

**Food and drink are NOT allowed anywhere in the gym, viewing area, or upstairs study room.** Please help keep our facility clean, as food crumbs and wrappers attract unwanted pests, and quickly!

### **Photography/Videography**

We understand that you may occasionally want to take pictures and/or videos of your child during gymnastics class, and we WANT you to have pictures of your gymnast in action! However, flash photography **is absolutely NOT allowed inside a gymnastics facility**, as this presents a HUGE safety issue. This practice is a **nationwide safety precaution**, as the bright light is very distracting and can impair vision as athletes attempt dangerous skills on the equipment.

**As such, please ensure you TURN OFF YOUR FLASH before taking any pictures or videos!**

### **Bringing Friends/Friends in Classes**

Empire does **NOT** allow friends or visiting relatives to "drop in" and participate in your child's gymnastics class. If your child has a friend or family member interested in joining the class, please refer that child's parents to us and/or have them contact the office to discuss possible arrangements.

**We ask that families acknowledge and respect the fact that most of our classes are full with sizeable waitlists.** Many children have been waiting to get into a class for months, and some have even been waiting for years. While we prioritize siblings of active students when possible, we cannot permit a new, unrelated student to bypass the waitlist simply because they're friends.

Furthermore, **if your child is lucky enough to join a class with one or more of their friends enrolled, we expect them to behave in a manner that shows consideration for the other students.** Having friends from outside the gym in class together is often

beneficial; starting a new activity is always easier when you know at least one person! However, groups of friends in the same class also pose concerns regarding attention and behavior. **If a group of friends is causing disruptions due to too much fooling around with one another, Empire reserves the right to take any necessary action to preserve the integrity of the gymnastics class experience for the other students.** We will speak with families individually about separating the friends and placing them in different classes. This action will be carried out in the best interests of the other students and friend group. Fewer distractions mean **EVERYONE** gets the most out of every class!

## Special Preschooler Concerns

Though it is usually never mandated that you stay inside the facility for the duration of your preschooler's class, **we DO ask that you remain at Empire, either in the waiting room or viewing area, ESPECIALLY IF your child:**

- ◆ Is **NOT** potty-trained
- ◆ Is **newly** potty-trained
- ◆ Needs assistance in the restroom

**Remember** that even children who have been potty-trained for some time often need help getting in and out of a leotard. Please remind your child that when using the gym restrooms, they should **always flush, wash their hands with soap and water, and properly dispose of paper towels.**

If you step out for your preschooler's class, please ensure you return to the building before your child's class ends. We also ask that you notify the office manager at the front desk if you are leaving, in case you encounter a delay when returning to the gym. If you are late picking up your child from class, we will have them wait with us in the office, where they can enjoy some coloring pages. We never leave a child alone!

## Dress Code/Appropriate Attire

### Girls:

- ◆ Athletic clothes/tighter-fitting workout apparel (leggings, shorts, a T-shirt, tank top, etc.)
- ◆ Leotards (with or without shorts)
- ◆ Tights that go over the feet, dresses, and skirts are **NOT** acceptable and present a safety concern

### Boys:

- ◆ Athletic shorts and a T-shirt
- ◆ Shirts should be tucked in
- ◆ Clothes should be soft and NOT too baggy

### ALL Students:

- ◆ **All hair longer than SHOULDER-LENGTH should be securely tied back** (we have hair ties available in the office!)
- ◆ **All jewelry MUST be removed before entering the gym**
- ◆ Socks are HIGHLY discouraged because they increase the chances of slipping
- ◆ No students are permitted to wear shoes on the gym floor

- ◆ Make sure all clothing is free of pockets and zippers to prevent students from scratching themselves or others when participating in class and snagging on the mats
- ◆ Avoid baggy clothes- when upside-down, shirts should not flip over a student's head to cover the eyes, and shorts should never fall down
- ◆ **Two-piece outfits are NOT acceptable attire.** Often, coaches use an athlete's leotard or shirt to help spot specific skills. In the absence of material, spotting becomes more challenging and dangerous because there is nothing to grab in the case of an emergency, and coaches/students can slip more easily due to sweat.

## Lost & Found

If you lose an item at Empire, please report it to the office as soon as possible. At the end of every day, items left behind, including water bottles, jackets, toys, and books, are stored in our Lost & Found cabinet. However, socks, undergarments, or other personal items are disposed of immediately.

We will temporarily hold more significant items, such as school uniforms or backpacks, in the office. If left unclaimed, they will be moved to our Lost & Found area the following business day. If more expensive items are found, such as jewelry, tablets, keys, wallets, phones, etc., we will keep them stored in the office until claimed.

**The Lost & Found is in the front lobby across from the front door.** It is a small, black cabinet labeled "Lost & Found" and remains unlocked!

**\*Please note that we purge all items from our Lost & Found cabinet at the end of EVERY month!**

## Hurricane/Weather Policy

The gym's emergency closings typically coincide with those of Orleans and Jefferson Parish schools. If we must close the gym due to impending inclement weather, we will email and post an announcement on our website and social media pages. We'll also include this information in our phone welcome message.

Make-up classes will be permitted under these circumstances and will be scheduled once the gym reopens.

## Personal Information

**Please notify the office of any significant changes to your personal information on file**, such as updates to your name, address, phone number, email, emergency contacts, or information about who is (or is not) authorized to pick up your child from class. Additionally, please notify us if there are any newly discovered health issues that your child's coach should be aware of, which could affect their class experience.

**You can also update your information online via our Parent Portal!**

**Your personal information is confidential and kept private at ALL times.** It is only shared with your child's individual coach, if necessary, and with your explicit permission.

## Medical History

**You must inform us about any medical, allergy, behavioral, emotional, or developmental matters your child experiences.**

Please be as specific as possible on the “Medical/Additional Important Information” portion of the registration form, and let us know if your child has ever suffered from severe reactions of any kind, such as seizures, anaphylaxis, etc. This information is vital for us to ensure the best experience possible for your family, and it helps our coaches to provide the best instruction possible for your child by making necessary provisions for your student’s safety and learning benefit.

## Team/Pre-Team/Special Training

If your student is not enrolled in one of our recreational programs but is instead part of a pre-team or competitive team group, the monthly tuition rates and schedule will differ from those outlined in this guide. You will receive a **separate team handbook** from the head coach/director of the competitive program, outlining the unique rules and policies concerning tuition, attendance, practice requirements, and other details specific to your student’s particular group.

Our pre-team and competitive team programs are by **invitation only**. If you are interested in your child joining our competitive programs, please notify the office. Our office manager will take your information and pass it to one of our competitive team head coaches. A team coach must evaluate students before discussing potential options moving forward.

# Current Class Schedule

PROGRAM & CLASSES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Parents & Peanuts (18 months – 2 years)	3:30 – 4:00p 4:50 – 5:20p	3:30 – 4:00p 4:00 – 4:30p	3:30 – 4:00p 4:50 – 5:20p 5:30 – 6:00p	3:30 – 4:00p	3:40 – 4:10p 6:50 – 7:20p	8:30 – 9:00a 11:35 – 12:05p
Preschool Gymnastics (3 – 4 years)	2:40 – 3:25p 4:00 – 4:45p 5:25 – 6:10p 6:15 – 7:00p	2:40 – 3:25p 4:35 – 5:20p 5:25 – 6:10p 6:15 – 7:00p	4:00 – 4:45p 6:05 – 6:50p 6:55 – 7:40p	2:40 – 3:25p 4:00 – 4:45p 4:50 – 5:35p 5:40 – 6:25p 6:30 – 7:15p	2:50 – 3:35p 4:15 – 5:00p 5:05 – 5:50p 6:00 – 6:45p	9:05 – 9:50a 9:55 – 10:40a 10:45 – 11:30a
Homeschool Preschool (3 – 4 years)	---	---	10:30 – 11:15a	---	---	---
Homeschool P.E. (Co-Ed) (5 – 12 years)	---	---	10:30 – 11:30a	---	---	---
SPECTacular Gymnastics: Open Gym (Co-Ed) (3 – 12 years)	---	---	---	---	---	1:30 – 2:15p
SPECTacular Gymnastics: Structured Classes (Co-Ed) (3 – 4 years preschool) (5 – 10 years beginner)	---	---	---	---	---	1:00 – 1:30p (Preschool) 2:15 – 3:00p (Beginner)
Girls' Kinder Kids Level 1 (5 – 6 years)	4:00 – 5:00p	---	6:10 – 7:10p	4:00 – 5:00p 6:10 – 7:10p	---	8:00 – 9:00a 9:05 – 10:05a 11:15 – 12:15p
Girls' Beginner Level 1 (7 – 12 years)	---	5:05 – 6:05p	4:00 – 5:00p	---	6:25 – 7:25p	8:00 – 9:00a 9:05 – 10:05a 11:15 – 12:15p
Girls' Intermediate Level 2 (7 – 12 years)	5:05 – 6:05p	4:00 – 5:00p 6:10 – 7:10p	5:05 – 6:05p	5:05 – 6:05p	5:20 – 6:20p	10:10 – 11:10a
Girls' Advanced Level 3 (7 – 12 years)	6:10 – 7:25p	---	---	---	4:00 – 5:15p	---
Boys' Kinder Kids Level 1 (5 – 6 years)	---	---	---	5:05 – 6:05p	---	8:00 – 9:00a 9:05 – 10:05a 11:15 – 12:15p
Boys' Beginner Level 1 (7 – 12 years)	---	4:00 – 5:00p 6:10 – 7:10p	4:00 – 5:00p	---	---	9:05 – 10:05a
Boys' Intermediate Level 2 (7 – 12 years)	---	5:05 – 6:05p	5:05 – 6:05p	4:00 – 5:00p 6:10 – 7:10p	---	10:10 – 11:10a
Boys' Advanced Level 3 (7 – 12 years)	---	---	6:10 – 7:25p	---	---	---
Flex & Stretch Fitness (Co-Ed) (7 – 12 years)	---	---	4:00 – 4:45p	---	---	---
Tumble Tots (Co-Ed) (5 – 6 years)	---	---	---	---	---	9:05 – 10:05a
Tumbling Beginner Level 1 (Co-Ed) (7 – 12 years)	---	---	4:00 – 5:00p	---	---	---
Tumbling Intermediate Level 2 (Co-Ed) (7 – 12 years)	---	---	5:05 – 6:05p	---	---	10:10 – 11:10a
Tumbling Advanced Level 3 (Co-Ed) (7 – 12 years)	---	---	6:10 – 7:25p	---	---	---
Adult Drop-In Classes (16+ years)	---	8:00 – 9:00p (Gymnastics)	8:00 – 9:00p (Gymnastics)	---	---	---

**NOTE:** Class schedule and class openings are subject to change based on instructor availability and waitlist progress.

**Certain classes are only available September through May, and some pause during the summer, such as our Homeschool, SPECTacular Gymnastics, and morning/early afternoon Parents & Peanuts and Preschool classes.**

# Gym Calendar: Holiday/Break Closures

2025 – 2026

October 31 <sup>st</sup> , 2025 (Friday)	Halloween	(Call the office to schedule a make-up)
November 24 <sup>th</sup> – November 29 <sup>th</sup> , 2025 (Monday – Saturday)	Fall / Thanksgiving Break	( <u>NO</u> make-ups available)
December 22 <sup>th</sup> , 2025 – January 3 <sup>rd</sup> , 2026 (Monday – Saturday)	Winter / Holiday Break	( <u>NO</u> make-ups available)
January 19 <sup>th</sup> , 2026 (Monday)	Martin Luther King Jr. Day	(Call the office to schedule a make-up)
February 12 <sup>th</sup> – February 18 <sup>th</sup> , 2026 (Thursday – Wednesday)	Mardi Gras Holiday Break	( <u>NO</u> make-ups available)
April 1 <sup>st</sup> – April 7 <sup>th</sup> , 2026 (Wednesday – Tuesday)	Spring / Easter Break	( <u>NO</u> make-ups available)
May 23 <sup>rd</sup> – May 25 <sup>th</sup> , 2026 (Saturday – Monday)	Memorial Day Weekend	(Call the office to schedule a make-up)
June 29 <sup>th</sup> – July 4 <sup>th</sup> , 2026 (Monday – Saturday)	Summer / 4 <sup>th</sup> of July Break	( <u>NO</u> make-ups available)
September 4 <sup>th</sup> – September 7 <sup>th</sup> , 2026 (Friday – Monday)	Labor Day Weekend	(Call the office to schedule a make-up)
October 31 <sup>st</sup> , 2026 (Saturday)	Halloween	(Call the office to schedule a make-up)
November 23 <sup>rd</sup> – November 28 <sup>th</sup> , 2026 (Monday – Saturday)	Fall / Thanksgiving Break	( <u>NO</u> make-ups available)
December 21 <sup>st</sup> , 2026 – January 2 <sup>nd</sup> , 2027 (Monday – Saturday)	Winter / Holiday Break	( <u>NO</u> make-ups available)

## \*\*\* IMPORTANT NOTE ON CLOSURES, TUITION, & MAKE-UPS:

*Empire Gymnastics reserves the right to modify gym closures, and these dates are subject to change.*

*All changes to the gym closure schedule will be communicated via email and on our website/social media pages. Notices are also posted in the lobby and gym.*

*Most months have at least four weeks of classes. Tuition is NOT prorated for months with an extended break. Even though your child may attend only three classes that month, throughout the year, other months have five weeks, which balances out their eligible class participation.*

*As a reminder, there are NO make-ups for week-long closures since everyone misses the same number of classes.*