

# **SUMMER RULES & POLICIES**

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## SUMMER RULES AND POLICIES

**\*\*\*Registration Fees and Tuition are  
Non-Refundable and Non-Transferable\*\*\***

### **1. PAYMENT OF TUITION AND REGISTRATION FEE:**

**\*\*Returning Customers-- The Fall/Spring 2024-25 Class Registration Fee is Good through Summer, 2025 classes.**

**\*\* Registration Fee and Tuition for classes are DUE When You Register/Enroll online and will be Charged to your account and *Drafted Online from the Checking Account or Credit Card on your account.***

**\*\*Drafts will be processed Immediately or within 24 hours of registering/enrolling.\*\*\* You will be sent an Email after the draft showing you the status of your draft. Please READ It.**

**If your Registration Fee and Tuition Draft is Declined, your child will be Dropped from our program Unless you bring Cash to the gym within 24 hours OR update your billing information to another Card And *Email the office* that you *want your account Redrafted* within 24 hours.**

**\*\*THERE WILL BE A \$10.00 REDRAFT FEE ADDED TO YOUR ACCOUNT IF YOUR ACCOUNT IS REDRAFTED.**

**\*\*\*Only debit or credit cards will be drafted again. We do Not redraft Checking Accounts.**  
Those accounts must update to a Card or pay Cash.

**If your draft is declined the Second time a \$25 fee will be added to your account and your balance must be paid in Cash Only including the \$10 and \$25 fee.**

**Any accounts with an Unpaid Balance after 24 hours will result in the child(ren) being dropped from all classes.**

**To enroll your child(ren) back in their class you will have to pay Cash Only for your amount due.**

**If that class has filled your child will have to go on the Wait List and/or choose another class.**

**NO ONE WITH AN OUTSTANDING BALANCE WILL BE ALLOWED TO REGISTER/ENROLL OR PARTICIPATE IN CLASSES OR PRIVATE LESSONS UNTIL THEIR BALANCE IS PAID IN FULL**

## **2. FOR RETAIL SALES & PRIVATE LESSONS: RETURNED CHECKS**

**\*There is a \$20 fee every time a check is returned to us by the bank. You will be asked to bring Cash Only for the returned check amount plus the \$20 fee within 3 days after notice of return. We reserve the right to charge your account for any unpaid returned checks and a \$20 fee and draft your account.**

## **3. ONLINE SIGNATURES: Parents or Legal Guardians**

**Required Signatures on the online registration form MUST be that of the child's Parent or Legal Guardian. Legal Guardians Must present legal papers showing their guardianship.**

**\*EVEN IF Someone Else is Paying, a parent or legal guardian must Sign the Registration Form and Agree to our Policies.**

**Online Signatures by Anyone Other Than a Legal Guardian or Parent will be VOID. The child will Not be registered in our program.**

**\*If anyone registers and signs someone else's name online, the child being registered will have their registration Voided.**

**\*The person registering someone else's child online will also have their Own child's registration Voided.**

## **4. STUDENTS BEFORE AND AFTER CLASS:**

**Courthouse Gymnastics is Not Responsible for any student Before or After class.**

**Do Not drop your child off more than 10 minutes before their class time and instruct them to go straight in. Be on time to pick them up.**

**Do Not Leave siblings, friends, etc. Unattended by an Adult at the gym at Any Time.**

**We are not responsible for them at any time *even outside the gym.***

**Instruct your child to stay Inside the building at all times.**

**Do Not Ask or Allow them to Wait Outside for you. That could be Unsafe.**

## **5. PRESCHOOL PARENTS:**

**Parents of Preschool students should Not Leave the observation area or parking lot during their child's class.**

**Many of these students need assistance in the restroom or need other help and Instructors Cannot Leave The Class to help them.**

**If we need you we will signal you in the observation area or Call your cell phone for you to come help them.**

## **6. GYM CLOSINGS:**

**With severe weather we may Not have power or phone service.**

**In that case or any emergency, we will post any unscheduled closings on our Website, courthousegymnastics.com And on our Facebook page as quickly as possible from Another Location. Please Do Not Call or Email the Office about Closings. Check our Website First and often.**

**We DO NOT Guarantee Make ups for unexpected closings such as weather, power outage or**

Covid.

We will do our best to offer make Ups if we can. No Refunds will be given.

\*\*\*Scheduled Closings for holidays, etc. are Always Posted on the *Gym Calendar* on our website.\*\*

## **7. SUMMER CLASS SCHEDULING OPTIONS:**

A Minimum of 4 classes must be scheduled At Registration/Enrollment. You will have 2 scheduling options, Plan A and Plan B.

All information about the Plans is in Online Scheduling Instructions.

## **8. UPSTAIRS OBSERVATION AREA: Parents, Siblings and Visitors**

If a Parent is waiting for their child inside the building they must wait Upstairs in the Observation Area, Not in the lobby or halls.

Siblings must stay with And be supervised by a parent at All Times and they must stay upstairs.

Do not allow them to run around, climb or play on the bleachers, play on the stairs or go downstairs. We suggest you bring a game, book or something for them to do.

If parents allow their children to go outside, Courthouse Gymnastics is Not Responsible for them or their safety.

*\*\*\*If a parent or someone with them is in a Wheelchair or Physically Unable to climb the stairs, please Tell the Office.\*\**

## **9. PARKING:**

All vehicles must park in Designated Parking spaces. Parking is Not Allowed on the Street. You may park in the field in front of the gym but please only enter and exit from the street side. We have a sprinkler system that runs along the parking lot edge of the field and will break if driven over.

\*\*\*No Parking is allowed under the Covered Drive Through for Any reason or for Any amount of time. This area is for Drop Off and Pick Up Only. It is Not a Carpool Line.

\*You can also park in a parking space and walk up to get your child.\*

Please Do Not Speed in the parking lot and Always Watch for Children coming in and out of the building and in the parking lot.

**10. PRIVATE LESSONS:** Whether your student is taking a regular class And also taking private lessons Or your student is Not taking a regular class and is taking Private Lessons Only you Must Read the PRIVATE LESSONS Enrollment section on the Website for payment policies and other information.

## **11. IF YOUR CHILD HAS A CONTAGIOUS CONDITION:**

Do not send your child to class with anything that could possibly be contagious or spread to others. i.e. poison ivy, fever, diarrhea, rashes, lice, or warts.

Ringworm MUST be covered up with gauze or band aids.

**PLEASE DO NOT send your child to class if he/she has Thrown Up in the last 24 hours.**

**No One may enter the gym if they have directly been exposed to COVID or have symptoms of COVID.**

**12. EMAIL, WEBSITE, AND NOTES:**

**We hand out periodic notes to the students but we Communicate Regularly and Often by EMAIL. We also post information on our Website.**

**Check the GYM CALENDAR on the website AND Your EMAIL Often.**

**Please keep your Email Address Updated on your online account.**

***Missed an Email?* To See All Emails Sent To You--**

**Log in to your account, click the Menu in the top right corner of the screen and then click on MESSAGES to see all emails sent to you. Most of our emails are mass emails so also check your Junk and Spam folders often and mark us as Not Spam.**

**13. PICTURES OF STUDENTS:**

**Your child's picture may be taken by Courthouse Gymnastics Co. and used for promotional purposes and on our Website and Facebook pages.**

**If you do Not want your child's picture to be taken, please notify us.**

**14. CLASSES THAT DO NOT FILL:**

**We reserve the right to cancel any class that does not fill or remain full.**

**15. \*UPDATES TO YOUR ONLINE ACCOUNT:**

**It is the Customer's Responsibility to log into their account and update any changes they may have had. Example: billing info, address change, emergency contact, email address, child's age, school, grade etc.**

**The Office Cannot Update your account information. Please do not email or call and ask the office or staff to update your account.**

**YOUR SIGNATURE ON THE ONLINE REGISTRATION FORM and/or YOUR  
AGREEMENT TO POLICIES WHEN YOU ENROLL IN CLASS ATTESTS  
THAT YOU HAVE READ, UNDERSTOOD AND AGREED TO THESE RULES AND POLICIES.**