

# Island Cheer & Tumbling

## Rules & Policies

### Membership

It is Island Cheer & Tumbling's goal for children to remain enrolled in their gymnastics class/es on an ongoing basis. The benefits (emotional as well as physical) of being enrolled in our class/es are realized over a period of time not just for a month here and there.

1. Membership fees are nonrefundable and NONTRANSFERABLE.
2. You are paying for the month not weeks per month. If there are 5 Mondays in a month, you are paying the same price for that month.
3. Island Cheer & Tumbling reserves the right to change prices, with a 60 day notice.
4. Island Cheer & Tumbling reserves the right to cancel a students and/or family membership at any time.

### Payments

1. Payments are due by the 1<sup>st</sup> of each month for the following month.
2. Payments received after the 5th will be assessed a \$50.00 late fee.
3. Island Cheer & Tumbling reserves the right to hold students out of class and/or withdraw them from the program, if tuition is 30 days past due.
4. Payments will be accepted by auto pay through Island Cheer & Tumbling. A \$30.00 returned check fee will be assessed for all checks returned by the bank.

### Withdrawal Policy & Class Changes VERY IMPORTANT

1. All class changes or withdrawals must be discussed and confirmed.  
***Island Cheer & Tumbling REQUIRES that a written withdrawal notices is submitted to the office by the 23rd of the month prior to the month of withdrawal.***
2. This policy enables a more efficient billing process and manageability of accurate class enrollment. **If a written withdrawal notice has not been received and confirmed by the office, you will be billed and responsible for tuition.** For your convenience, withdrawal forms are available through email or at practice. **NO EXCEPTIONS will be given to this policy!**  
**Verbal withdrawals are NOT accepted.**

### Make-ups

1. No credits or refunds will be given for classes not attended.
2. **ONLY (1) one make-up is allowed per month.**
3. If you fail to attend a scheduled make-up, that make-up will be forfeited.
4. In the event of bad weather, please call one hour before your scheduled class time and a message will tell you if classes are being held.

We do not follow the public school cancellations.

### Be Prepared for Class

1. Please be **ON TIME** to class. It is very important for each child to receive a proper warm-up to avoid injury.
2. Students must wear proper gymnastics attire. (Girls leotard or shorts & boys shorts and t-shirts tucked in)
3. No jewelry, belts, buckles, zippers, footed tights, socks or jeans will be permitted in class for safety reasons.
4. Long hair must be neatly tied back before class begins for safety reasons.
5. Children in the waiting Area **MUST BE SUPERVISED AT ALL TIMES!**
6. **Please refrain from coaching or distracting your child from the sidelines. Gymnasts (even the Youngest age) need to remain focused on their instructor for safety of your child and others in the class.**
7. Valuable items should not be brought to the gym. Island Cheer & Tumbling will not be responsible for lost or stolen items.