38 Pendleton Drive

Hebron, CT 06248

Dunnesgymnastics.com

860-228-1004

**IMPORTANT SCHOOL POLICIES**

The following rules have been designed for everyone at Dunne’s Gymnastics. Our goal is to keep the students happy and safe while we build their confidence as gymnasts. If our rules are adhered to, everyone will benefit from our program. We ask that you read each section and if you have any questions, please call our front office or email us at [info@dunnesgymnastics.com](mailto:info@dunnesgymnastics.com)

**Payment and Enrollment Policy**

1. Gym registration: We are now doing online registration. You can find the link on our website with an online parent portal link. Each potential student needs to have a registered online account completed with insurance information, credit card information and parents permission and all releases checked off. Me & My Shadow children have an additional form that will need to be completed. A registration fee of $40.00 (cash or check) must be mailed in or dropped off at the gym. This is a one-time fee per year (family max of $80.00).

2. Our program is divided into 3 sessions: fall, winter, and spring. We also have summer classes with separate registration forms needed. If you have a child enrolled in one class, you will have a monthly tuition price that will be charged to the card you put on file or if you choose to pay an alternate way you must bring that payment to us 3-5 days before the end of the month to ensure your account will be zero come the first of the month. If you have multiple children enrolled or one child enrolled in multiple classes, you will still receive a discount rate however, it might not be reflected on your parent portal account. It will be discounted on our side. Monthly tuition is due on or before the first of the month.

3. Late Fees: A twenty dollar late fee will be applied to all accounts with a balance after the 15th of the month. Notice will be given

4. Students are automatically enrolled into the next session during the school year (fall, winter & spring) and all accounts will be billed accordingly. If you choose to NOT continue, PLEASE tell us two weeks before the session ends or we will bill the account and keep your child enrolled with us.

**Insurance**

It is our policy that all parents provide evidence of insurance and use their own insurance coverage for each child if coverage is required. This will be recorded during the online registration process. We will also recognize that all Tricare members **do not** have to provide the policy number on their form and will be called upon if it is needed.

**Make Up Policy**

Each student is allowed 2 make ups per session. Please make

up your missed class during the same session that classes

were missed. All make ups need to be scheduled in advance by

either calling the gym or emailing us at:

[info@dunnesgymnastics.com](mailto:info@dunnesgymnastics.com)

All snow days may be made up. Please have patience when scheduling and please plan ahead if possible. We do not credit for missed classes, so do not wait until the last week of classes.

**Attire**

Clothing should always fit your child. Please do not send them in clothing that is too big because the children spend most of their time upside down. Also, make sure they do not have any buttons, zipper, hoods, or snaps on their clothing. Girls, please do not wear tights or socks as they are a slipping hazard and can get lost in the pit. Absolutely no sports bras allowed without a leotard or t-shirt over it. Long hair MUST be pulled back (boys & girls).

**Snow Day**

We reserve the right to cancel classes due to potential storms. We will try and email the classes that are affected by the cancellation if possible. We also will post on our website as soon as we make a decision (8:00 am for morning and 2:00 pm for afternoon/evenings):

Dunnesgymnastics.com

We also post on Facebook and Instagram. Please follow us on social media (@dunnesgymnastics) or check our website if you think bad weather will affect your class time.

**Extra**

We do most of our comunication via email. Please give us the most up-to-date email possible so you never miss any important information.

We have an open door policy so parents are encouraged to stay and watch their children upstairs and follow their child’s progress. If you have questions for your child’s teacher, please email us at: info@dunnesgymnastics.com. Please allow a few days for a response.

Happy Handstands 😊