



2020 Trinity Academy of Gymnastics General Gym Policies

Registration Fee: (Aerial Arts ONLY) Each student enrolled in an Aerial Silks/Lyra Recreational program pays a yearly membership fee of \$35.00 (individual) or \$60.00 (family). This fee is due every January 1st. The registration fee is pro-rated depending upon month of enrollment. This fee is renewed every 12 months and is non-refundable.

Family Discounts: Family discounts are given to families with multiple children enrolled in Trinity programs (excluding Aerial Arts). The second child receives 10% off, the third and any remaining children receive 20% off. The highest percentage is taken off the class with the lowest monthly rate.

Classes: Students may enroll at any time during the month as long as there is space available in the class. Classes are pro-rated for new members only. Class changes must be made in the office, via email or through the Parent Portal.

Closures: Trinity may occasionally close due to inclement weather. We will notify families via Facebook, email and the TAG website.

Referral Program: Families who refer extended family or friends to Trinity Academy of Gymnastics receive a \$10.00 credit on their account toward any service offered at TAG. Simply ask the family to mention your name when they register. There is no limit to the number of families you can refer. One \$10 credit awarded per referred family. Share the joy of gymnastics, tumbling and parkour by mentioning Trinity to your family and friends!

Early Drop-off or Late Pick-Up: Trinity does not take responsibility for any children left unsupervised before or after classes or events. Students should arrive no earlier than five minutes before their scheduled class. Please pick your student up on time. You may be assessed a fee of \$5.00 per 15 minutes for children remaining at the gym unsupervised before or after a scheduled event/class. You agree to pay this fee upon your arrival. We are required to call the authorities if no authorized adult can be reached within one hour of the class. Please call our office if you are going to be late.

Open Wounds & Sickness: For the safety of our coaches, students and staff: if your child is contagious or potentially contagious (including but not limited to the common cold, lice, flu, strep throat) OR has a wound that may reopen, *PLEASE do not bring him/her to class*. All minor open wounds (e.g., warts) must be covered with a bandage and athletic tape or sock.

Changes: Trinity reserves the right to change/cancel classes or programs or instructors and change policies or prices at any time.

Drop Policy: We must have your request in writing (even if you call or stop in the office) to discontinue a class at Trinity Academy of Gymnastics. Please email the gym at admin@trinitygymnastics.org or request to drop the class through your Parent Portal.

Tuition & Payment: Trinity requires all families to have a credit or debit card on file at all times. You may add your card information through the Parent Portal. All actively enrolled families will receive a statement on or about the 10th of each month. Tuition is due the 17th of the month for the following month. If your account is not current by the 25th of the month, your student may be bumped/dropped from their class for the following month. Trinity offers a convenient autopay program to all families to avoid being dropped. Autopay runs on the 17th for the following month to assure your child's spot in class. If your card is declined, you must bring your account current by the 25th of the month to avoid being bumped or dropped. It is your responsibility to keep your card current with Trinity. We accept checks, MasterCard, Visa, and Discover.

Refunds: Just like college, your tuition pays for a class spot regardless of attendance. Missed classes will **not** be credited or refunded under any circumstance. You are responsible for the tuition for the entire month regardless of attendance. Refunds due to illness or injury will be considered on a case-by-case basis. If you have been billed on autopay but choose not to attend the following month, you must notify the office by the 27th of the current month to be refunded your tuition.

Make-Up Policy: Trinity utilizes a Make-up Token system. All expected absences that have been called or emailed into the office or noted through the Parent Portal PRIOR to the class will receive a make-up token. Failure to notify Trinity of an expected absence will result in the student losing the class or make-up. All make-ups must be scheduled through the Parent Portal or called in/emailed and approved by the office in advance. We do not allow walk-ins. All make-ups must be completed while the student is enrolled in a class at Trinity. All make-up tokens will expire after 120 days. Make-up tokens MAY NOT be used in lieu of tuition.

If it is not possible to schedule a make-up, we will provide an open gym pass. Team members and team track members are not eligible for make-ups. No tokens will be reissued for make-up classes that are missed.

Holidays: Trinity Academy of Gymnastics will be closed the following days:

Good Friday	4th of July week	Thanksgiving Day
Easter	Labor Day	(and the Friday after)
Memorial Day	Halloween (after 2:00)	Christmas Break 12/24-1/1

Training Champions In Body, Mind & Spirit
Phone: 847-854-8518 www.trinitygymnastics.org
9162 Trinity Drive, Lake in the Hills, IL 60156

