

Power & Grace Gymnastics and Dance Inc.

RULES and POLICIES

Welcome to Power & Grace! This is your gymnastics and dance home... A place where you can feel safe, secure and cared for. Our goal is to help your child become the best gymnast/tumbler/dancer they can be, and have fun doing it!

Our intentions are to provide the best service possible. Please let us know how we can serve you and your children better!

Please keep the following list of Rules and Policies to refer to throughout the year. We contact primarily via email, text blast, and handouts/newsletters. They will be sent periodically to keep you informed. Please be sure we have your active email address and current cell phone number.

1. **No parents or friends may stay in the gym during class except during specified observation weeks.** We will have parent observation the first week of SEPTEMBER, NOVEMBER, JANUARY, MARCH AND MAY. We also plan a final performance for the parents in June showcasing the student's progress and skills.
2. **Billing** – On the first of each month the new tuition is invoiced on your account. You can access your account through the Parent Portal on our website www.powerandgracegym.com (see navigation instructions on separate page).
3. **Payment** – We offer many ways to pay your bill. You can pay in cash at the office. You can pay by check dropped in the tuition box (located in the dance room by the front entrance), or you can mail it in. You can pay by auto check from your bank. We also offer an auto payment option here with your debit or credit card through the Parent Portal. You can also independently access the Parent Portal and make a payment online using your debit/credit card at home or from your cell phone. You can call in a payment over the phone or process your debit/credit payment in the office. **There will be no refunds or credit for missed classes for any reason including inclement weather or holidays** (classes can be made up, see make up policy details and Parent Portal scheduling instructions). There is no charge for missed classes if your child is injured or has an extended illness (3 weeks or longer). We will adjust your tuition accordingly. Please be prompt with tuition payment. **A \$10 service fee will be charged for tuition not paid by the end of the month** and for each additional month the balance remains outstanding. Any child who falls behind two months in tuition payments will not be allowed to continue in their gymnastics or dance class until the balance due is paid in full.
***** If your child decides to stop gymnastics classes, you are responsible to pay for your child's spot in class until you notify us of the stop. We have waiting lists for many of our classes, your consideration is appreciated.**

Mailing address: Power & Grace Gymnastics and Dance Inc., 122 Pacific Drive Quakertown, PA. 18951

4. **Arrival and Dismissal** – Students must be DROPPED OFF AT THE FRONT ENTRANCE to the gym and immediately come inside. Students must be picked up at the Front Entrance or inside the gym. Please do not ask your young or small child to walk out and find your car. They may not be seen by another driver backing out of a parking space. Any child not picked up 10 minutes after class will be waiting inside the gym.
***** PARENTS OF YOUNG STUDENTS (Preschool/Kindergarten) MUST COME INSIDE TO PICK UP THEIR CHILD. *****
We recommend that any child under age 11 be picked up inside the building. Crossing the parking lot and street must be supervised by the parents.
***** Drop off children 5 minutes prior to class. Children will prepare for class by storing their water bottle, outside clothes, shoes etc. and sit until their class starts.**
Please use one of the 3 parking areas if you are exiting your vehicle. The Richland Township Police Chief contacted us regarding several complaints because parents are parking on the street making it impossible for large trucks to pass. Please refrain, You can be ticketed. **These arrival and dismissal rules are for the safety of your children, traffic flow, and to keep from interrupting the other classes in progress.**
5. **Student Cell Phone Use - Absolutely no cell phone use is permitted during class time.** If there is an issue that requires your child to call home, the office phone is available upon request. If your child is seen taking pictures, texting or touching their phone during class time, **the phone will be removed and held until class is over.**
6. **Attire** – a. ONLY post earrings are allowed, no other jewelry. Zippers or snaps on clothing are prohibited.
b. Gymnastics shoes or bare feet (no tights unless they are footless)
c) Girls may wear a leotard or tight shirt with shorts or pants that are not below the heel
BOYS may wear a tight t-shirt and shorts or pants not below the heel.
NO JEANS!!! Or loose t-shirts for safety reasons. We sell leotards and get a new selection every month! We also have other gymnastics and fan-wear attire, along with a consignment rack to accommodate your pricing needs and convenience.

(Attire continued)

d) **Long hair must be tied back and off the face** (avoid hard pony tail holders and barrettes... they hurt to roll/tumble on)

e) Children wearing glasses should have an athletic strap to keep glasses in place (if they must wear them in class).

Students should maintain hair, body and foot cleanliness. Nail length on both hands and feet should be short due to close contact with teachers spotting, equipment and other students. Nails should never be beyond the tip of fingers and toes! Many students require deodorant while working out to avoid unpleasant body odor. Please advise your child.

7. **Health Problems** – If your child has a chronic health problem or learning disability, please communicate with the staff so that we can be made aware of it and can be equipped to best help your child. Do not send children to class sick with a bad cough from a cold, fever or stomach bug. Therefore if your child stays home sick from school that day they shouldn't attend gymnastics class either. We do our best to eliminate the spread of germs but it is also advisable for a sick child to "rest" until they are better. Classes can be made up.
8. **Make-Up Classes** –Missed classes may be made up in another class of the appropriate level... You must schedule the make-up class in advance of attendance. Make up classes are made available whenever possible. If none are available due to your schedule, no credit or refunds will be made. Make up classes must be attended no later than June and cannot be carried over into the summer session. We offer make ups as a courtesy for the occasional absence for another event or illness. See instructions on how to log into your parent portal account and schedule it online. Classes should be made up within 4-6 weeks of when they are missed at the most.
9. **Snow Cancellations** - Call (215) 529-5959 for information about snow cancellations or check www.WFMZ.com . Do not just assume classes are held or cancelled based on your child's school...call first. **WE DO NOT FOLLOW SCHOOL CLOSINGS!** Make-up classes are made available whenever possible for those classes cancelled due to snow.
10. **No Food Policy** – No gum, candy, food or drinks are permitted in the gymnastics area except for water. **Students should bring a water bottle!** We also have vending machines with Water, Propel and Gatorade as well as snack machines available in the Parents Room. For students taking long classes that have a break or if they have a break between classes they can also bring a snack which can be eaten in the Parents waiting room. If your child has a long break between classes we now offer a new program called Meals on the Fly where you can order a fresh and healthy dinner at less than you would pay through a drive through and it will be waiting for your child when they arrive. Let me know if you are interested in more information.
11. **Skill Progression** – Skill Charts are used to monitor your child's progress. We realize that all children progress at their own rate. When a student passes all of the skills on the chart, they move up to the next level immediately (we do not wait until the end of the year). We also do a gymnastics report card evaluation in June. Students are permitted and encouraged to work on incomplete report cards through the summer session.
12. **Recital** – The recital is the highlight of our year. Participation is optional and not mandatory. However participation does require the purchase of a costume of our choosing (Leotard or Shirt and Shorts) and guest (not student) tickets for the show itself. The tickets cover the expenses of the event. This is your child's opportunity to showcase what they worked so hard all year to learn.

Please advise: Any student who repeatedly disrupts class or breaks rules may be expelled from classes with NO REFUND!

For More Information – Visit our website www.powerandgracegym.com or find our page on Facebook for upcoming events and important information, note again we use email as our primary means of communication. Let us know if you do not have email so we can ensure you are "in the know"!!

Please contact Cindi, Brittany or Ryann if you have any questions or concerns about our program, billing, or you need to discuss something specific about your child. **Please do not interrupt the teachers during class.**

WE WORK HARD TO HELP EACH CHILD GROW IN POWER & GRACE!