



## RECREATIONAL GYMNASTICS POLICIES AND REGULATIONS

Balance 180 Gymnastics & Sports Academy is focused on providing all athletes with a positive experience in gymnastics and sports. Our coaches and volunteers are focused on creating a nurturing and supportive environment, giving lots of positive feedback and helping each child build confidence as they learn new skills. We will also teach the children to follow instructions, wait their turn and support their teammates. We expect each coach and volunteer to be professional, courteous and respectful.

In pursuing a positive and professional environment, we also have expectations of the athletes and parents, which are outlined in this document.

We would like for your child to enter the gym ready and eager to learn. You can do certain things to help this along. Below are some general rules that we ask you and your child to follow:

### General Rules and Regulations

Initials \_\_\_\_\_

1. Gymnasts should wear a leotard (they may wear shorts over the leotard) or shorts and a t-shirt. Please no zippers, snaps or buttons that could hurt the gymnast or catch on the equipment.
2. Gymnasts should fix their hair so that it does not obstruct their vision when in an upside-down position.
3. For safety reasons, gymnasts should not wear any form of jewelry such as dangling earrings, bracelets, necklaces, etc.
4. Gymnasts should put all shoes, jackets, and other non-gymnastic items in the cubicles provided.
5. Parents and spectators may observe from the designated seating area. They are not allowed on the gymnastics floor or equipment without permission from the staff.
6. Being late is very disruptive to class, so please arrive on time.
7. All parents must pick up their children at the end of class.

### Holiday Gym Closures

Initials \_\_\_\_\_

Our recreational gymnastic classes are offered year round, and the program is structured so your child can enroll in class at any time on a month-to-month basis. The number of classes will vary month to month depending on the school calendars and holidays which means your child may have three classes in one month, four the next or five in another. Regardless, the total number of classes evens out during our "gym year".

If your child's class meets five times in one month, we will not charge for the extra practice. Consequently, if your child's class meets three times in one month, due to holidays or breaks, you will not receive credit or a make-up class. The holiday gym closure schedule is always available at the front desk and on our website.

### Missed Classes and Make-Ups

Initials \_\_\_\_\_

If your child has to miss a lesson, we ask that you notify us via email at [balance180gym@gmail.com](mailto:balance180gym@gmail.com) as early as possible. We work hard to ensure that we have the right combination of coaches and volunteers. Therefore, we will not prorate, provide tuition credit, or refund for missed classes, but will offer a make-up option.

In order to receive a make-up class, you **must notify us of your child's absence prior to the start of his or her scheduled class**. Make-ups must be scheduled at least 24 hours in advance of the class you would like to attend. If you do not show up for a make-up class, you forfeit your make-up. Students must be actively enrolled to be eligible for a make-up class.

## **Taking a Break and Discontinuing Enrollment**

**Initials** \_\_\_\_\_

If you need to temporarily or permanently discontinue enrollment, Balance 180 requires that you **complete a Drop Form by the 20<sup>th</sup> of the last month you will be actively enrolled**. The form should be filled out in person at the gym or scanned and emailed to [balance180gym@gmail.com](mailto:balance180gym@gmail.com). If you do not complete the form to provide notice, then you will continue to be charged even if attendance ceases. *The maximum time frame for temporary disenrollment, where your spot in the class will be reserved, is two months.*

## **Tuition and Fees**

**Initials** \_\_\_\_\_

The registration is a fee due upon enrollment and is renewed annually. At the time you enroll in a class, you will pay the registration fee and a prorated amount for the first month's tuition. Thereafter, tuition is due on the first of each month. A \$10 late fee is charged if your payment is received after the 10th of the month.

All checks should be made payable to Balance 180. The fee for a bounced check is \$25.

## **Payment Options**

**Initials** \_\_\_\_\_

We highly encourage you to "opt in" to auto-billing for your convenience and so that you do not have to worry about receiving a late fee. While we do not require auto-billing, we do require that all customers leave their credit card information on file. If you decide to "opt out" of auto-billing, the following options are available:

1. Online: To make a payment online with a debit card, credit card, or check, just click the "Review and Pay" button in the emailed invoice followed by the "Pay now" button. The invoice will be emailed to you one week prior to the first of the month that the payment is due. Please make sure to notify the office if you are not receiving the invoices so that we can make sure we have the correct email address on file.
2. Over the phone: Payments can also be called in over the phone to (352) 340-1180.
3. Mail a check: Please make checks payable to Balance 180 and mail your payment to our address below:

Balance 180 Gymnastics and Sports Academy  
6527 NW 18th Drive  
Gainesville, FL 32653

4. You are always welcome to make a payment in person at the gym via cash, check, or card. We are open Monday through Friday from 2-8 pm and Saturday 8:00 am-12 pm.

Please note that if you "opt out" of auto-billing and we do not receive your payment via one of the methods above by the 17<sup>th</sup> of the month that the payment is due, the card you have on file will be charged for any fees that are due and the \$10 late fee will be charged on the monthly tuition. Please also note that it is the responsibility of the customer to keep their card information on file updated as they are issued new cards. Customers set up on auto-billing will be charged a late fee if their declined card is not updated by the 10th of the month.

Please let us know if you have any questions, as we are happy to assist you. The following is our contact information:

**Email:** [balance180gym@gmail.com](mailto:balance180gym@gmail.com)

**Phone:** (352) 340-1180

Thank you and we look forward to having your athlete join us for gymnastics. We warmly welcome you to the Balance 180 family!