

## WELCOME TO KiDS body shop!



Listed below are the policies that our gym follows. Please take the time to read them and feel free to ask any questions.

**Your child is now enrolled in class through May 21, 2018. If you wish to take your child out of class before May 2018, you must follow the procedures listed under ENDING YOUR ENROLLMENT described below.**

**PAYMENT PROCEDURE:** Fees are payable on a monthly basis and are due by the end of the month for the upcoming month. **We do offer an "early bird" \$2 discount per student if fees are paid or postmarked by the 24th of the current month for the upcoming month.** (Example: September fees paid by August 24). **Class fees paid on the 1st of the month or later will be charged an additional \$5 per family.** Checks are to be made payable to **KIDS**. The fee deposit box is located in the reception area or checks may be mailed to the office address listed above. There will be a \$15 charge for any returned checks. **Credit/debit cards are not yet accepted. Save \$\$\$:** See payment chart on lobby bulletin board for additional savings options. Fees remain the same each month regardless of the number of lessons (school year averages four classes/month).

**REGISTRATION FEE:** This fee is payable when a student first begins classes at KiDS and is \$30/student per year. Fees are renewable on an annual basis in whichever month of the year the student(s) began class(es).

**FAMILY DISCOUNT:** If more than one family member is involved in gymnastic classes at KiDS and/or Omega, we do offer a discount on the total class fee due per month. Discounts apply only to full months of tuition. A second child (or more) receives a \$5 discount (per additional child). Family discounts do not apply when you have one child in swimming and one in gymnastics.

**ENDING YOUR ENROLLMENT/REFUNDS:** Your child(ren)'s enrollment runs from day of sign-up through May 21, 2018. You only pay for your classes one month at a time and you may discontinue classes at any time, **HOWEVER, YOU MUST NOTIFY THE OFFICE IF YOU ARE ENDING YOUR ENROLLMENT BY THE LAST DAY OF THE MONTH WITH EITHER A PHONE CALL/VOICE MAIL, 402.339.4009, OR YOU MAY LEAVE A NOTE IN THE CLASS FEE DEPOSIT BOX. Any and all termination notices made through e-mails on our website (kidsbodyshop.com) must be posted prior to the 1<sup>st</sup> of the month. YOU ARE RESPONSIBLE FOR TUITION INCURRED UNTIL THE DATE OF NOTIFICATION.** Your child(ren)'s instructor is not responsible for notifying the office of your intention to discontinue classes. Credits will only be given for lengthy illnesses or injuries and pro-rated fees are based on a four-week month. There is a \$5 per student processing fee for any refunds prior to a class starting, but no refunds will be given once classes for the month have started. **Registration fees are non-refundable.**

**MAKE-UP CLASSES:** Make-up classes are offered as a courtesy to our customers. **You must notify the office at least 2 hours in advance of your child's absence from class in order to be eligible for a make-up class.** It is necessary to call our office to schedule a make-up class so that we do not overload any other classes. **Notices via e-mail at kidsbodyshop.com must be posted a minimum of 24 hours prior to your absence.** Make-up classes are to be completed within 2 weeks (before or after) the absence. Please note, make-ups will be scheduled on an availability basis to current students only, are not guaranteed, and may not be rescheduled. You also have the option of taking a Make-Up Open to Public coupon in lieu of a make-up class. Credits will only be given for lengthy illnesses or injuries and pro-rated fees are based on a 4-week month.

**INCLEMENT WEATHER/CANCELLED CLASSES:** All a.m. activities at KiDS body shop will automatically be cancelled when the Papillion/LaVista School District cancels their regular school-hour classes due to inclement weather conditions. For closings regarding activities during the p.m., a determination will be made and announcements will be posted by 12:00 p.m. that same day on our websites and a recording on our voice mail. A determination regarding Saturday classes will be made by 6:30 a.m. that same day. If KiDS body shop holds activities but conditions still do not allow you to safely venture out, you will need to notify us of your child's absence in accordance with our regular make-up policy. **Make-Up Open To**

**The Public coupons will be given to each gym student in lieu of make-up classes. SCHOOL HOLIDAYS OR OTHER OFF DAYS DO NOT AFFECT OUR SCHEDULE (see our School-Year Calendar on reverse side).**

<b>NEW STUDENT</b>	<b>Age</b> _____
_____	
Class Time	_____
Beginning Date	_____
<b>Collect the following:</b>	
Registration Fee(s)	\$ _____
Class Fee	_____
<b>TOTAL</b>	<b>\$</b> _____

**PARENT VIEWING:** Parents are welcome to stay in our lobby and view classes through our viewing window. Please be aware that the windows will be covered on special occasions, i.e., skill checking and Open House practices. To avoid distractions for students, parents will not be permitted to enter the gym to view classes.

**ATTIRE:** No special uniform is required for gymnasts, but students must be able to stretch and move comfortably. Leotards or knit shorts and shirts are suggested. No shoes, socks or tights with feet in them for gymnasts please. Also, gum, jewelry, belt buckles, large barrettes or hair ribbons, jeans or jean shorts are not allowed for the safety of the gymnasts. **Long hair must be tied back.**

**ARRIVALS-DEPARTURES:** Our "KiDS" like to arrive on time or earlier for class because they want to be a part of the group. Please be punctual for your child's well being. Parents are to stay with their child(ren) until class begins. You may leave the building once class is in session but we ask that you sign-out on the Sign-Out Sheet located on the lobby desk. Please note that you may be charged for the instructor's time if you do not pick your child up on time and an instructor is required to stay after hours to wait with them. We have parking available on 3 sides of our building and the double entry between the two buildings is accessible from both front and rear parking areas. The preschoolers are little and easily hidden behind a car so for the safety of your child, please walk them into the lobby before class and come inside to pick them up at the end of class.

**HOLIDAYS:** Please note that class days per month are averaged over the school year. Therefore, the monthly tuition remains the same regardless of holidays.

**SAFETY PRECAUTIONS:** There are clearly marked exits directly to the outside from all instructional areas in the facility in case of fire. During a tornado warning, the students will be taken to the safety pit and gym mats will be pulled over them (the pit is four feet below ground level). All gym instructors, and many of the other staff, have been trained in First Aid and CPR procedures.

**SCHEDULE CHANGES:** Our school year runs through May. During the summer months our schedule changes and we do not hold weekend classes. Summer schedules will be posted on our website in April of 2018 at [kidsbodyshop.com](http://kidsbodyshop.com). May students are given first choice on summer classes.

**OPEN HOUSE PRODUCTION:** All gymnasts attending class the month of May will be invited to perform in an Open House production to be held May 19 & 20, 2018. Family and friends are also invited to watch the show. There are no additional charges to attend the show. You will have the option to purchase an optional theme t-shirt.

## KiDS body shop's SCHOOL-YEAR CALENDAR July, 2017 – May, 2018

<b>Classes Begin</b>	<b>KiDS Closed</b>	<b>Open House Shows</b>	<b>Last Day Of Classes</b>
●	✗	★	□

  

July 2017							August 2017							September 2017							October 2017						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	✗	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	✗				
30	●																										

  

November 2017							December 2017							January 2018							February 2018						
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			1	2	3	4					1	2		✗	2	3	4	5	6				1	2	3		
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	✗	✗	25	17	18	19	20	21	22	✗	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		✗	✗	✗	✗	✗	✗	✗	28	29	30	31				25	26	27	28			

  

March 2018							April 2018							May 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	★
18	19	20	21	22	23	24	22	23	24	25	26	27	28	★	20	✗	✗	✗	✗	✗
25	26	27	28	29	30	31	29	30						✗	✗	29	30	31		