

Gymnastics Class Payment & Attendance Policy

1. Payments

All gymnastics class fees are paid by direct debit on a fortnightly basis, and your child's place in class is secured whilst payments are up to date.

2. Make-Up Classes

If your child is unable to attend a class, they may be eligible for a make-up class.

Eligibility & Conditions:

- Parent must notify the club at least 180 minutes (3 hours) prior to the scheduled class commencing.
- Make-up classes are subject to availability and not guaranteed.
- Must be taken within three months of the absence (cannot be carried forward).
- Limited to a maximum of two (2) per quarter, per child.
- No credits or refunds are provided for missed classes, and unused make-up classes are not refundable or transferable.

3. Medical / Injury Absences

- If a gymnast is unable to participate for a period of 2 weeks or more due to injury or illness, a suspension of direct debit payments may be requested.
- A valid medical certificate must be provided confirming the inability to participate.
- Direct debit payments may be suspended for up to 4 weeks per calendar year.
- Requests must be made in writing as soon as possible after the injury or illness occurs.
- During the suspension period, the gymnast's place in their class or squad will be held.
- If a longer recovery period is required, regular fees will resume to maintain the class or squad position.

4. Planned Family Absences

For planned absences such as family holidays:

- Suspension requests must be submitted in writing at least 2 weeks prior to the planned absence.
- Suspension is permitted for a maximum of 2 weeks per 6 months, and for a minimum of 1 week at a time.
- During suspension, your child's place in class/es is held.
- Absences longer than 2 weeks will be charged at the regular rate to keep the position.

5. General Notes

- **Public holidays** are not charged.
- If a class is **cancelled by the club**, a credit or make-up class will be provided.
- This policy ensures **fairness for all families** and helps us keep **class fees affordable**.