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2023 Charter School Year

Welcome to the Charter Oak Gymnastics Family!

We are thrilled that you are enrolling your child(ren) in one or more of our Jr. Gym, Academy, Tumbling Urban Ninja Classes and Weekly Day Camps. Charter Oak Gymnastics prides itself on the quality of the service we provide. From the friendly office staff, to the fun and knowledgeable coaching staff...we aim to please.

We believe gymnastics is a wonderful sport that will build your child's strengths both physically and emotionally. Gymnastics provides a wonderful foundation of fine and gross motor skills, strength, flexibility, teamwork, confidence and so much more.

Over the years, Charter Oak Gymnastics' working relationships with outside Charter Schools has increased tremendously. Due to this, we are implementing some policies and guidelines in hopes of attaining a more smooth-sailing program. We hope this simplifies the process of signing up for classes, obtaining accurate purchase orders and maintaining open communication between Charter Oak Gymnastics, our customers and their Charter Schools.

Please read over the attached Charter School Policies & Guidelines. (These policies are in addition to the General Policies & Guidelines that are signed on Customer Portal) Should you have any questions or concerns, please do not hesitate to contact us.

Thank you for your understanding and cooperation. We look forward to serving you and your child(ren).

Charter Oak Gymnastics' Management

CHARTER SCHOOL POLICIES & GUIDELINES:

ANNUAL REGISTRATION FEE: The \$50 annual registration fee pays secondary insurance for your child to be out on our floor during class time and open workout for 1 year. Our goal is to provide the best we can for your child and we feel our choice of insurance companies reflects this. This fee is non-refundable and will be charged annually. This fee **MUST** be paid before your child is able to attend an enrolled class. If your charter school is paying this fee, we must receive a PO stating the \$50 is added to the regular class fees. No exceptions.

PURCHASE ORDERS (PO) CLASSES: Purchase orders must be received and approved before you are able to enroll your child into a class. POs may be submitted at our front office or be emailed to our designated homeschool email: homeschool@charteroakgym.com. It is the parent's responsibility to make sure Charter Oak Gymnastics has an accurate PO at all times. Purchase orders must be presented with the full amount for each month at the time of enrollment. Half payments are not accepted. If a PO is not for the full amount of the month, the parent is responsible for the remaining balance at the time of enrollment. Once we've received your PO, you will be able to enroll your child during the proper enrollment periods. A new PO must be submitted by the 1st of each month and must have the correct dates indicated on the form. If a PO is not received by the 1st of the month, the card on file will be charged or the child will be dropped from class. *Please see below for the correct prices and enrollment periods.

PURCHASE ORDERS (PO) CAMPS: POs may be used for our Winter/Summer Weekly Day Camps (please see office for more information). If you will be using a PO for a Camp, the PO must be presented at the time of enrollment and must be for the full amount to enroll your child.

PAYMENTS/CREDITS/REFUNDS: Pro-rations will only be made if Charter Oak Gymnastics is closed or if your child starts classes after the session has started. In these cases, if the PO is made out for the full amount, you may revise your PO by contacting your Charter School. If we can pro-rate your PO, we will, but some schools will not allow this. Make sure to ask our office prior to requesting a PO to make sure the amount is correct. Due to the nature of this program, refunds will not be given (Please refer to our General Policies and Guidelines regarding any further information about our Credit Policies). If your Charter School is unable to pay a PO for any reason, Charter Oak Gymnastics will contact the parent directly for payment.

CLASSES: Charter Oak Gymnastics wants your child to have a safe, fun and educational experience while you are with us. In order to accomplish this, we have to be able to regulate class size. If you find that you are going to have to drop classes either permanently or temporarily, you must notify the front desk in advance. Failure to do so will result in you being responsible for tuition until we are notified that your child is dropping class. Keeping up-to-date records is difficult without knowing what your intentions are. Help us help you by maintaining class size integrity.

EXTENDED ABSENCE: If you are unable to attend class for 2 weeks or more due to a medical problem, we will pro-rate that session's tuition for you. (Doctor's note is required- This is for the safety of your child!) Let us know prior to returning to class in order for us to do so. Please be sure to keep us informed if your child will be missing one or more classes.

Charter Oak Gymnastics
Charter School Price Sheet and Dates
January 2023 – December 2023

Our Program Tuition is per Month

We are on an Automatic Month to Month Enrollment and Tuition Plan. Once the child is enrolled into our Program, they are enrolled until requested to drop. POs must be received by the 1st of every month.

Classes/Ages	Once A Week/ Month	Twice A Week/ Month
Monkeys (18mo-3yrs)	\$106	\$170
Tigers (4 yrs)	\$111	\$179
Lions (5 yrs)	\$111	\$179
Beginning (6-17yrs)	\$118	\$191
Intermediate (6-17yrs)	\$131	\$213
Advanced (6-17yrs)	\$145	\$236
Tumbling/Urban Ninja (6-17yrs)	\$123	\$199

- **Annual Registration Fee:** \$50 per child
- **Sibling Discounts:** \$10 off the 2nd child, \$5 off each additional child

Enrollment & Testing Dates:
(January – May 2023)

January Dates: January 1st – 31st, 2023

We will be closed Monday, January 16th for the holiday. Pro-Rations & Make-ups will not be needed

*Testing: January 23rd – 28th

*Open Enrollment for February: January 25th – 31st

February Dates: February 1st – 28th, 2023

*Testing: No Testing in February

*Open Enrollment for March: February 22nd – 28th

March Dates: March 1st – 31st, 2023

*Testing: March 20th – 25th

*Open Enrollment for April: March 27th – 31st

April Dates: April 1st – 30th, 2023

*Testing: No Testing in April

*Open Enrollment for May: April 24th – 30th

May Dates: May 1st – 31st, 2023

We will be closed Monday, May 29th for the holiday. Pro-Rations & Make-ups will not be needed

*Testing: May 15th – 20th

*Open Enrollment for June: May 25th – 31st