

WELCOME TO



New Gymnast Information

Thank you for being a part of **Manchester Gymnastics!** Here's some helpful information. **Please remember to include your EMAIL address on your registration form**, all of our communication is done via email, and you will miss important notices if we don't have a current email.

Dress code for Parent Tot, Preschool, and Beginner classes

- Appropriate clothing would be any athletic wear – shorts, leggings, tighter t-shirts, etc.
- ALL gymnasts **MUST** have their hair pulled up off their shoulders and out of their face.
- Leotards are not required at this level, but many students do wear them.
- **NO** jeans, yoga pants, dresses, skirts, dance leos with skirts, sports bras as tops or **SOCKS**.
- **NO** jewelry other than stud earrings.

Dress code for Pre-team and Team classes

- Leotards **ARE** required at this level for girls – this is for the gymnast's and the coaches' safety.
- Tight shorts or leggings may be worn over the leotard if desired - must be skin tight.
- Shirts may be worn over the leotard **ONLY** during stretching and conditioning.
- Boys at this level must wear a tight shirt, this can be a tight t-shirt or something like "Under Armour".

Parent Area Policy

The parent area is for the convenience of watching your gymnast during their class. Parents and other children are not allowed on the gymnastics floor or other equipment at any time. Gymnasts are not allowed to go out before their class starts. It is extremely disruptive and dangerous to those in class. Repeat violators of these rules will be instructed to leave.

Please take all belongings with you as we are not responsible for items left behind. Gymnasts are permitted to be dropped off if they are able to use the bathroom by themselves.

Missed Class Policy

If you miss a class, you may make it up in any equivalent class that is not full. Make-up classes must be done within 12 weeks of missing the class. **Make-up classes ARE NOT done in lieu of payment and you must be currently enrolled in classes in order to do make-ups.** For example, if you have 4 make up classes to do you may **not** use those 4 classes the following month instead of paying for classes. They would be done in addition to classes that you have joined and paid for. **If you have not paid for the month, you may not do make ups during that month.**

Holiday and Weather Closings

If a month has 5 weeks, you are not charged for the 5th class. That 5th class will count toward any make up classes you have or towards a future make up class. Throughout the year you only pay for 48 weeks instead of 52 so **there are no pro-rates for holiday or weather related closings**. Holiday closings and weather related closings – we will email everyone if we close – **again it's very important we have your correct email address**. If you don't have an email from us, it means we're open!

Moving up levels

When your gymnast is ready to move up to the next level, we will let you know. You do not need to request we move them up or evaluate them. We will catch you after class or email you and let you know that they are ready! Some classes are by coach invitation only. In order to have your gymnast progress faster – it is recommended that they come multiple days in order to keep the progression on their skills fresh in their minds and muscle memory.

Pricing

There is an initial, one-time \$30 registration fee PER FAMILY

The hours listed below are hours per week. The pricing is the amount per month.

	½ hr	1 hr	1.5hr	2hr	3hr	3.5hr	4hr	5hr	6hr
All Classes	\$55	\$82	\$104	\$125	\$151	\$164	\$177	\$203	\$229

Payments

Payments are due by the 1st of each month. After the 1st, a \$10 late fee will be added to any unpaid account, and your gymnast may not participate until payment is made. Payments may be made by cash, check, or credit card. You can pay tuition and fees through our online Parent Portal at: <http://www.myclassmanager.com/ParentPortal> You may also access the portal under the Parent Information tab at manchestergymnastics.com.

Families who are late with tuition for two consecutive months will be required to set up autopay. Autopay runs on the 28th of each month. Families may still pay by cash or check before that date, but payment must be received and entered by the office before autopay is processed. If payment is placed in a dropbox or turned in after the office has processed autopay, autopay may still run. If autopay is required and is not set up within 3 days of notice, the gymnast may be removed from the roster and the spot may be offered to another family.

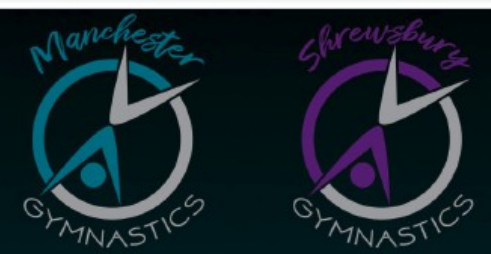
Sibling Discount - The 2nd and 3rd sibling receive 10% off their class fee. Additional siblings receive 15% off. Discount is taken off of the lowest priced class.

Website: www.ManchesterGymnastics.com

Email: Office@ManchesterGymnastics.com

Go to www.myclasmanager.com/ParentPortal

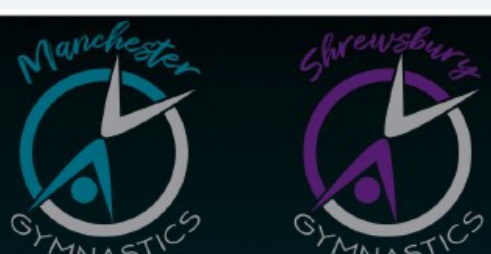
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Please login

Email Address	<input type="text"/>
Password	<input type="password"/>
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Type the email address associated with your account and then create a

Email Address	<input type="text" value="justin@gyprograms.com"/>
Password	<input type="password" value="....."/>

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Please login

Registration successful, please login

Email Address	<input type="text" value="justin@gyprograms.com"/>
Password	<input type="password" value="....."/>



Schrading Family Account - Log out

Students in this family:

First Name	Last Name	Member Status
Justin	Schrading	Test

Latest Invoices, Payments and Current Balance

Current Balance = **\$98.50 Due**

To pay a



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First Name	Last Name	Member Status
Justin	Schrading	Test

Latest Invoices, Payments and Current Balance

Current Balance = **\$98.50 Due**

Invoice	Invoice	Balance			
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That's all there is to it, if anything seems incorrect on your account, simply email us and let us know so we can fix it for you before you make a payment. Invoices are automatically generated, so sometimes there can be errors, no worries, we can fix it!