

**Important Information** (Terms and Conditions, amended Sep 22)

**1. Fees**

1.1 Classes are payable by Direct Debit using Love Admin. The same payment is due every month and is calculated pro rata so there is no change in fees when the club is closed for up to 16 days at Christmas, 10 days at Easter and all Bank Holidays. Closing Dates can be found on our website.

1.2 Those children with classes at London Road on a Monday, unfortunately have fewer classes a year due to Bank Holidays. When possible, we will find an alternative class time during school holidays, but this is not guaranteed, and the cost of each individual class is not refundable.

1.3 The fees for those classes at H&E Sports Centre are less than those at London Road to take account of Bank Holidays where there is no other suitable class time to make up the missed sessions. There may also be times when we are unable to use their facilities due to exams in the hall. The cost of each individual class is not refundable.

1.4 Payments for all other goods and services (such as clothing) can paid using your Love Admin account or by cash in a named envelope.

**2. Insurance**

2.1 In addition to your monthly payments, there is also a £21.50 Annual Fee for insurance, which will be deducted from your account after your first class and at the same time each year.

2.2 Courageous Cats and Kicking Kittens (i.e those classes where an adult is in the gym with responsibility for their child) do not need insurance and hence the annual admin fee is £5.

2.3 Those children in Leaping Lion & Squad classes must be members of British Gymnastics. It is the parent/carer’s responsibility to register with BG and this must be completed before their second lesson, to ensure the gymnast is insured.

2.4 Gymnasts in all general classes are covered by the club’s block insurance so no individual registration is needed.

**3. Deposit & Notice for Leaving**

3.1 After 2 months of starting with us, we will request a £20 deposit via Direct Debit. When you leave the club, this £20 will be deducted from your final months’ payment.

3.2 When leaving, we require 4 weeks’ notice by email to [enquiries@stortfordgymnastics.com](mailto:enquiries@stortfordgymnastics.com)

Please do not cancel your Direct Debit, otherwise you will forfeit your £20 deposit and an additional £20 fee will be charged, due to the delay filling your place in the club.

**4. Class Information**

4.1 Refunds cannot be given for classes that are missed for any reason.

4.2 Stortford Gymnastics reserve the right to cancel classes due to exceptional reasons (e.g severe weather, power cuts, pandemic) and will always consider the children’s safety. No refunds are due.

4.3 Classes missed because of a pandemic cannot be refunded. This includes classes missed due to government directives (e.g. lockdown or the need to quarantine), illness or self-isolation. Where possible we will always try to find alternatives, but this is not guaranteed.

4.4 In the event of long term closure we will offer alternative online solutions.

**5. Gymnasts**

5.1 Children must always be appropriately dressed to be able to participate in the lesson. i.e leotards/T-shirt/shorts/leggings. All garments should be tight fitting as loose clothing tends to expose skin when children are upside down. No crop tops should be worn. Club kit is not compulsory though is available to purchase at London Road.

5.2 All jewellery should be removed. Taped ears are allowed under our insurance policy for 6 weeks after piercing. After that, your child is not covered by our insurance. Long hair must be tied back so it is out of the eyes. We also ask for no denim, zips, buttons or hoods.

5.3 Bare feet for gymnastics, however those in our Trampolining classes **must wear socks**.

5.4 Children should not have phones or devices in the gym, unless they have been given permission to do so, and then should be switched off and put out of sight in a bag.

5.5 Coaches reserve the right to ask children to leave the gym if they feel that their behaviour is putting themselves or others in an unsafe situation.

5.6 Gymnasts must not leave the gym during a lesson unless they have permission from a coach.

5.7 Our trampoline club is for children from Age 6 up to Age 18

5.7 Our gymnastics club is for children from babies through to the start of secondary school. Gymnastics members will be offered a place in our trampoline classes if they wish to continue whilst in secondary education.

**6. Parents**

6.1 Parents of children aged 4 and under should stay at the gym whilst the children are in their lesson. Parents of older children are welcome to stay or to leave the premises. Please note that there may be times when a coach specifically requests that you stay or leave to aid their progress.

6.2 Parents should not enter the gym whilst lessons are in progress, unless they are invited to do so by a Coach. If invited to enter the gym, shoes must be removed.

6.3 Parents are responsible for their children in the car park and the waiting area. Please wait with your child until they are called in to the gym itself, through the internal door. Please pick your child up from the waiting area. The automatic external door must be kept closed at all times.

**7. Coaches**

7.1 Our coaches are all DBS checked, suitably qualified, trained in safeguarding procedures and attend regular First Aid courses.

**These terms and conditions are also displayed in the gym.**