

SCHOOL RULES:

Students' names should be on all items (e.g., dance shoes, dance bags, etc.). The staff will assume no responsibility for lost, stolen, or misplaced items.

WAITING AREA: Please treat our facility as you would your own home. We ask that you not allow your children to run up and down the hallway. All young children must be supervised by a responsible adult. Food should not be eaten in our waiting area. Only water will be allowed in the gym and dance rooms.

VIEWING WINDOWS: The viewing windows will be open on the 1st week of each month. This providing overcrowding in the hallways does not become a factor. Visits to the viewing windows should be for short periods of time, this allowing other parents to also view their children. Sibling should not be allowed to climb on the walls of the viewing window or knock on the glass...this is very distracting for the gymnast and the coaches who need to be focused at all times.

CLASSES MISSED: Due to illness/personal vacations are still subject to charge, however students are always welcome to schedule a makeup class providing there is an opening in a comparable age/level class. To schedule a makeup class please email cafferys1@comcast.net

SNOW CANCELTION POLICY: Classes will be cancelled at Caffery's if we feel the driving conditions may put our staff and customers in a dangerous situation. If the Middletown schools are dismissed early, Caffery's will also be closed. Closing announcements will be posted on Channel 30. A closing notice will also be sent via email to the address provided on your registration form.

NO PRO-RATED FEES: There are no pro-rated fees for missed classes or holiday breaks. There will be **NO REFUNDS** for classes missed. Students are always welcome to make up any class missed, due to snow cancellation, illness, and school holiday vacations. A group make up class will only be providing in the event we are forced to cancel two or more classes in the same session, due to inclement weather.

CLASS WITHDRAWAL: *A withdrawal form must be completed and submitted to Caffery's Dance and Gymnastic School, 30 days prior to the intended withdrawal to terminate further obligations for the season. The Primary contact is responsible for tuition payments and late fees until a withdrawal form has been submitted, regardless of attendance. All classes changes must be complete prior to the next pay period. (Form provided on our Home Page)*

TRANSFER STUDENTS: We will honor new student's 5th, 10th, 15th year awards from other schools. Please be sure to fill out your child's **Award To Be Received** on their registration form. Transferring students should attend Summer Intense Program to guarantee proper class placement.

Dance Performance and Gymnastics Demonstration: It is NOT Mandatory to participate in our June performance and or presentation of shows. If your child chooses not to participate, they will not be treated any differently than any other student.

~~Referral Program: We greatly appreciate your recommendations as word of mouth is our best form of advertisement. We would like to express our sincere appreciation by offering you a \$30.00 credit for every referral you send our way! Guideline: Only your name must appear on your friend's registration form, your name must appear on the line which reads How did you hear about us? _____ . Credit will not be applied if multiple names appear~~

~~on this line. Credits will be applied to your account upon referee's paid and completion of 3 months of classes. Referrals cannot be added after the registration form reaches our office. Only one credit per family will be offered. Example: If a family of 3 registers you will receive one credit. Cash may not be exchanged for credit. (Parent /Child credit \$10.00)~~