

# **CARDINAL GYMNASTICS ACADEMY POLICIES AND PROCEDURES**

**Please read through carefully!**

## **1. PICK UP & DROP OFF:**

**SAFETY FIRST!** Please pick up and drop off your children **INSIDE** the gym. Please do not pick up gymnasts outside in the parking lot. We now offer a drop-off program at the front doors beginning at 5:20 each evening.

CGA is not responsible for children who are unsupervised either before or after his/her class time.

It is our policy that the instructor stays with his/her gymnasts in the gym until they are picked up.

Please remind your children to stay in the gym area until they are picked up by a parent or guardian.

## **2. ATTENDANCE & ABSENCES**

**\*NO MAKE-UPS.**

**\*Participants should arrive early** and place all clothing/shoes in the red cubbies in the gym hallway.

**\*Please do not leave belongings in cubbies overnight.**

**\*Participants should be ready for class by start time.** The coach will not repeat warm-up exercises for late arrivals.

**\*There are no refunds for absences.**

## **3. SAFETY:**

Be aware of your assumption of risk! All parents must follow all safety rules and guidelines as presented by coaches, directors and

equipment manufacturers. The CGA observation area is unique in our facility. **PLEASE DO NOT** sit on the raised runway, cardio equipment or stairs in the gym. **PLEASE** make sure that any children not attending class are always within parents' supervision and that they **STAY OFF** of the equipment. These rules are for the safety of everyone in the gym!

## **4. ATTIRE:**

Clothing should be NON-RESTRICTIVE. Loose hair should be pulled back away from eyes. **NO JEWELRY OR GUM!**

*For Girls:* Leotards recommended

*For Boys:* T's and shorts recommended

## **5. BAD WEATHER:**

If classes are cancelled due to bad weather conditions, we will post it on our Facebook Page and website.

## **6. PARKING:**

\*METER PARKING is available during the day on Sheldon Ave & in ISU Lot 3 – North of Beyer Hall.

\*Park in any ISU lot on Saturdays and Sundays. Please read all signs posted by ISU regarding parking in lots.

\*Tumblebugs a.m. parking – see instructor or office manager for information on parking permits

\*CGA must abide by all ISU parking rules and regulations. We apologize for any inconvenience!

## **7. PRIVATE LESSONS:** Please call for information - (515) 296-8787 or email us at [cardinalgymnasticsacademy@gmail.com](mailto:cardinalgymnasticsacademy@gmail.com)

**CGA WEBSITE: [www.cardinalgymnasticsacademy.com](http://www.cardinalgymnasticsacademy.com)**

**LIKE US ON FACEBOOK: [www.facebook.com/cardinalgymnasticsacademy](http://www.facebook.com/cardinalgymnasticsacademy)**

## **IMPORTANT DATES**

**May 29: NO CLASS (Memorial Day)**