

2018 WGC Tuition Fee Policy: Educational Gymnastics and Junior Gym

Method of Payment: Payment for tuition is by monthly instalments. A credit or debit card (Visa or Mastercard only) must be recorded for auto processing on the 1st of each month (February to December, 11 payments). Should the 1st of the month fall on a weekend or public holiday processing will take place on the next business day.

If parents wish to pay their child's full year's tuition fees in advance by January 15th, they are entitled to a 5% discount on their tuition fees.

Annual Club membership, insurance, registration and equipment levy: This charge is for the calendar year and due in its entirety regardless of the length of enrolment in classes. Those joining on or after 1st October are charged a reduced rate. Please note this charge is billed separately, and is in addition, to your tuition fees.

Fees: Enrolment is based on the current year. Fees are calculated as follows: cost of the class, multiplied by the number of classes in the year, divided into 11 equal instalments. If commencing throughout the year your first payment is pro rata, with normal monthly billing for future instalments.

Tuition fees can, and will, be corrected in good faith should an error occur in billing as soon as practical after the error is detected.

If outstanding fees are not paid the club reserves the right to refuse training privileges.

Please note accounts are not issued. Charges and previous payments can be viewed by logging into the parent portal. The parent portal is accessed from our website www.waverley.gymnastics.org.au.

Mt Waverley Educational, Glen Waverley Educational and Junior Gymnasts will have classes running during one week of the scheduled government school holidays between term 1 and term 2, term 2 and term 3 and term 3 and term 4.

There are no classes currently held during the government school holidays for our Armadale and Narre Warren campuses due to venue hiring restrictions.

Declined Autopay: An administrative charge of \$15 shall be levied and processed with your fees should processing of your credit or debit card decline on the due date on repeated occasions.

Notice of a decision not to continue: Given the courtesy of two weeks' notice we can cease your child's enrolment and reconcile your tuition account comparing payments made to the number of lessons your child's enrolment spanned, inclusive of the two weeks' notice required.

Please note there is no refund, nor partial refund, of the annual membership, insurance, registration and equipment levy charge.

Advice of the decision not to continue must be in writing and can be emailed to admin@wagc.com.au Please note the 2 weeks' notice period will take effect only from when the office is notified. Monthly payments will continue to be processed until notice given.

Club display/Junior Gym medal: For all Educational gymnasts an additional class is included in your fees for the Club Display, held on a weekend (date to be advised) involving either the Friday, Saturday or Sunday of that weekend at our Mt Waverley campus (7 Dorrington Dr, Mt Waverley). During the Club Display gymnasts will demonstrate what they have been learning during classes and be presented with their end of year trophy.

Junior gymnasts will receive their end of year medal in a ceremony which takes place during the 2nd last week of the year and this medal charge added to, and processed with, your December instalment.

Public Holidays: Classes are not held on public holidays. Gymnasts who have a class that falls on a public holiday will have the value of that lesson credited to their account prior to processing that month's instalment.

Sibling Discount: The Club offers families a sibling discount, applied to the lesser of the tuition fees. This reduction in tuition fees is 10% for a second gymnast, 20% for a third gymnast and 30% for a fourth gymnast.

Equipment Levy: An equipment levy of \$32 per gymnast is a component of your annual fee (not applicable for Junior Gymnasts). Should you wish to attend one of our scheduled working bees at our Mt Waverley campus (duration 4 hrs), this levy can be credited to your gymnastics account. Please be sure to sign the attendance sheet on the day so we can ensure that this credit is applied.

If parents are unable to attend a scheduled working bee then an alternative duty session can be arranged through the WGC office.

Make up sessions: There are no make-up sessions, nor fee discount, for missed sessions for Educational gymnasts. Make up lessons are not available as with over 1800 members (and with the majority of our classes full) if gymnasts were allowed to join in other classes whenever they needed to make up a class our coaches feel this would greatly decrease the quality of those classes.

Junior gymnasts are able to attend a 12pm class on a Monday, Wednesday or Thursday if wishing to make up a session missed as additional coaching support is available at that time if required. There are additional sessions available to use as a makeup during our Junior Gymnastics "Bring-a-Friend" week scheduled each quarter as extra coaches are rostered on to cope with increased attendance.

Absence: Normal tuition fees apply if you wish to maintain your child's class position if classes are missed due to injury, sickness or for any other reason. You may elect to instead have your child removed from the class and we offer you the opportunity to be priority waitlisted should a vacancy exist when able to return. Please note that priority wait listing does not guarantee that a suitable vacancy will arise and we cannot indicate when a class vacancy may become available.

Late arrival: All classes include a warm up component ensuring gymnasts are ready physically and mentally for planned activities. For this reason, and because of the disruption that late arrival cause to the learning of others, if a gymnast on repeated occasions arrives 10 minutes, or more, late to a class they may be declined entry and unable to participate. If you find arriving on time to be an ongoing issue please do contact the office to see if we can offer a class time that better suits your schedule.

Late pick up: If a gymnast, on repeated occasions, is not collected within 5 minutes of the end of their class a late pickup fee may be applied. This fee will be calculated at \$15 for every 15 minutes, or part thereof and the charge processed on the card recorded for WGC payments. If you find being on time to collect your child an ongoing issue please do contact the office to see if we can offer a class time that better suits your schedule.

Due to the inconvenience and disruption caused to coaches and administrative staff by late parental pickup we reserve the right to amend your enrolment if the situation is not resolved and continues.

Class bookings for the following year: To confirm and hold your child's place in an Educational or Junior Gym class for the next year, a holding deposit equivalent to the Club annual membership, insurance, registration and levy for that year is required by the 2nd November of the current year. This deposit is fully refundable if the office is notified of a change of mind by the 10th January.

Should you have any queries please do not hesitate to contact the WGC Office on 9887-9611 or email accounts@wagc.com.au.

(Updated 9/1/2018)