## Legacy All Sports Rules, Policies & Procedures

**Annual Membership Fee:** A \$30.00 membership fee for an individual or \$45.00 fee for a family is due at the time of enrollment. This fee is due once per year on your anniversary date of enrollment.

**Tuition Payments**: Tuition is due at the time of registration. Class space is not held unless tuition is paid. If tuition is paid by mail, it should be mailed as soon as possible to insure you have a spot in your desired class. Your spot is not reserved until payment is received. If tuition is paid at our front desk, we accept cash, checks, Visa, Mastercard, Discover, and American Express. Checks should be made payable to Legacy. Please not your child's full name, class, day, and time on the check. There is a \$30.00 charge for returned checks. Payments made by mail should be sent to:

## Legacy All Sports 261 Ruccio Way Lexington, KY 40503 (859) 977-8862 (phone) (859) 977-3282 (fax)

**Discounts:** A 10% discount will be applied to a second and third sibling enrolled, and 50% off for all siblings thereafter. All siblings must be enrolled in recreational classes to qualify. We offer special rates for a second or third class taken.

**Enrollment Information:** Legacy All Sports offers classes in sessions. You may enroll at any time until the session ends and the fee will be prorated for you. Monthly, quarterly and full session payment options are available.

**Refunds:** Please notify the front desk in advance when withdrawing from a class. Refunds for classes require a 2 week notice; camp requires a 48 hr notice. Refunds for all students will be given in the form of payment made. You may choose to receive a credit on account. This credit may be used for future classes, birthday parties, open gym or camp, and is transferrable. Membership fees are non-refundable.

**Holidays:** When holidays occur during your scheduled class time, we will provide a makeup class. Holidays that last a week or longer are prorated according to the days the gym is closed.

Cancelled Classes: If Legacy cancels classes for any reason, a makeup class will be provided.

**Absence Makeup:** Once enrolled, your child is allowed two makeup classes for classes missed due to illness, scheduling conflicts, etc. during the term. Please call the front desk to schedule all makeup classes. If you know in advance of an upcoming date your child will be absent, please contact us as soon as possible.

**Changing Classes:** If you find that the class you arranged for your child is inconvenient, we will try to help you find a more suitable time. There is no charge for a class change. Just call or come by the front desk to make the change.

**General Rules:** Only coaches and students are permitted in the official gym area. Jewelry should not be worn during classes. Clothes should not be too loose and tee shirts should be tucked in. No sports bras or bare midriffs, please. Smoking is not permitted in any part of our facility or outside door areas. Inappropriate language or behavior will not be tolerated. Food and drinks are not allowed in any gym area.

**Disciplinary Rules:** Safety, along with respect, is very important in our facility. Students who cannot meet the standard gym procedures set by our coaches and instructors first will be warned, second either put in time out or parents notified, and third may be sent home or to the waiting area for the rest of the class period with no makeup allowed.