

On the Flip Enrollment Packet

Our goal with On the Flip is to provide all students opportunities for success in the cognitive, psychomotor and affective domains of learning. In addition, creating a positive learning environment that ultimately prepares students for life ahead.

Kindergarten through fifth grades will participate in a variety of activities lead by our exceptional staff to keep them active, healthy, motivated, and on-track with their school work.

Together, we can create a culture of children excited about learning, gymnastics, and physical fitness. My staff and I look forward to serving and working with you.

Sincerely,



Brynn Crady
Director
Boost Gymnastics



Admission

School Year for On the Flip (OTF)

The On the Flip Program, otherwise known as OTF, begins on the first day of school in August and ends on the last day of school in May. The OTF calendar follows the calendar of Metro Nashville Schools that we primarily serve. Gymnasts starting OTF in August will pay prorated program fees for the month. New students are accepted throughout the school year provided space is available. Our program is closed on major holidays. Boost Gymnastics After School Program follows all of the State of Tennessee guidelines but is not licensed by the State of Tennessee. Our exemption letter is posted at our front desk.

Enrollment

For your child's safety, Boost Gymnastics requires each parent to fill out the following prior to your child being enrolled:

- Step 1 – Complete this document 'On the Flip Enrollment Packet'
- Step 2 – Login to our Customer Portal, enroll online or email us at info@boostgymnastics.com to enroll in On the Flip
- Step 3 - If you have not already, create a KidCheck account at www.kidcheck.com

The OTF Enrollment and Release Authorization Form must be submitted annually in order to keep all contact information updated. All forms may be found at www.boostgymnastics.com.

Arrival and Dismissal

The After School Coordinator and designated bus driver(s) will pick up the children at a designated school location. OTF is offered Monday through Friday from 3:00 p.m. – 6:00 p.m. during the school year. Arrival takes place between 3:00-3:45, depending on the release time of each school. All children should be picked up from inside the gym no later than 6:00 p.m. There is a \$5.00 late fee every five minutes you are late beginning at 6:00. ***Automatic dismissal will also occur when a child is habitually left after scheduled closing time (over two times in a one month period) or by failure to promptly pay for services.*

On early release days, students will be picked up at the school's scheduled release time and transported to Boost Gymnastics.

Attendance

If your child does not need to be transported from school or will not be dropped off, you must notify the front desk by 1:00 p.m. If your child will be routinely absent one day a week for activities such as tutoring, school plays, etc., inform the front desk of the day and duration; this will alleviate the necessity of calling each week. We ask you to contact us so we can ensure the safety of each child. FAILURE TO NOTIFY BOOST WILL RESULT IN A \$10.00 Fee. There are no refunds for absenteeism.

I have read and agree to all terms in the above 'Admissions' section.

Parent/Guardian Signature _____ **Date** _____

Our Schedule

Snacks

Boost Gymnastics On the Flip offers a drink and snack after school. You may also provide your child money to purchase snacks and/or drinks from the Vital Cafe or vending machines. Boost Gymnastics does not provide cafe or vending machine money. If children bring their own money for snacks, it needs to be secured and is not our responsibility if it is lost, stolen, or misplaced.

Break

Each day children will be given a 45-minute break. During this time, every child is given the opportunity to do their homework and then pick an activity, including: reading or drawing/ coloring.

Lesson Plans and Skill Sheets

After break, the coaches lead their groups around the gym for 15 minute rotations. The rotations include learning gymnastics skills and playing gymnastics related games on the apparatus in the gym. The coaches will keep a skill sheet for each child in his/her binder for the remainder of the school year. The skill sheets include gymnastics skills based on the lesson plans from the Bronze and Silver classes. The children are constantly moving and having fun!

I have read and understand all information in the above 'Our Schedule' section.

Parent/Guardian Signature _____ Date _____

Additional Information

Camp

OTF will be closed on school holidays or teacher in-service days. However, Boost offers Camp (Outta School Spot) for your child to attend. Camp days are from 9:00 a.m until 3:00 p.m.

For OTF students, all Camp sessions during the school year will be issued to you at a 20% discount. However, you must still pre-register for Camp ahead of time. Holiday camp sessions are neither transferable nor refundable.

Discipline

Our goal is to make On the Flip a fun and safe learning environment for everyone. We strive to teach our children self-discipline and self-respect. At Boost Gymnastics, discipline

consists of positive reinforcement, redirection and time out. Our discipline will be individualized and will be appropriate of each child's age. We do not believe in humiliating, ridiculing, rejecting or yelling at a child. We never allow physical punishment under any circumstance.

Discipline & Behavior Management Rules

- Students must keep hands, feet and objects to himself/herself.
- Students must show respect for ALL staff and other students.
- Students must use appropriate language.
- Students must use movement and voice levels that are acceptable for the setting.
- Students must respect program's grounds and refrain from damaging property.

Consequences:

First Offense - a verbal warning is given

Second Offense - time out from activities

Third Offense - time out from activities, written documentation and/or parent/guardian contact

Repeated Offenses - After three offenses have been documented, a meeting will be scheduled with parents/guardians to determine what action needs to be taken.

**If behavior is severe, regardless of the offense, parents/guardians will be contacted immediately. Dismissal of a child from the program will occur at any time that a child's behavior is determined to be detrimental to his or her well-being or to the well-being of others in the program.

I, THE UNDERSIGNED PARENT/GUARDIAN OF _____ (CHILD'S FULL NAME), DO HEREBY STATE THAT I HAVE RECEIVED AND DISCUSSED WITH MY CHILD A COPY OF THE BOOST GYMNASTICS 'Discipline & Behavior Management Policy.'
Date of child's enrollment (date this application is completed): _____

BULLY FREE ZONE: We at Boost Gymnastics maintain a "BULLY FREE ZONE" in accordance to these rules above.

Parent/Guardian Signature _____ Date _____

Electronic Devices

1. All electronic devices must be labeled.
2. Devices must not be shared and used for homework purposes only unless instructed otherwise.
3. All devices must be stored away for safe keeping once homework time is over.
4. Boost Gymnastics is not responsible for lost, stolen, or damaged devices.
5. All social media websites: Facebook, Instagram, Snapchat etc. are NOT permitted while in the building. Texting can only be used if approved by a staff member.

Participant Signature _____ **Date** _____

Parent/Guardian Signature _____ **Date** _____

Lost and Found

If your child is missing any piece of clothing or some other item, please check the Lost and Found bin. We encourage you to label all of your child's belongings. Boost Gymnastics is not responsible and cannot replace lost or stolen articles.

Parent Notifications

Please make sure we have your current email address and phone number on file as we use it as a form of communication.

Gym Attire

Each child should bring a pair of gym shorts and a t-shirt to wear every day. Gym attire is safer for the children and they will be much more comfortable.

Children will be asked to remove shoes and socks when entering the gym area. This safety requirement alleviates slips and falls. Gym socks with rubber grips on the bottom will be allowed for children with medical issues.

I have read and agree to all terms in the above 'Additional Information' section.

Parent/Guardian Signature _____ **Date** _____

Safety & Security

Authorized Persons

To ensure children's safety, Boost Gymnastics utilizes a secure check-in software called KidCheck. KidCheck keeps a file of names, addresses and phone numbers of people authorized to pick up each child in case of an emergency. Your file is based on information provided when you create your KidCheck account. It is very important that you make sure to include any and all approved guardians that are allowed to pick up your child, as children cannot be released without proper authorization and identification. *****When creating your KidCheck account or editing your existing account be sure to turn on 'text notifications' as you will be notified via text when your child arrives to our facility each day.***

Release Information

The attendance of each gymnast is tracked by using our KidCheck system. Children will not be called from their group until the parent is present in the facility. For additional security and proof of identification, Boost will ask to see a driver's license. Failure to provide proper identification will result in the child not being released until we receive proper identification.

Illness

If your child has any of the following symptoms, he/she will not be allowed to attend Boost Gymnastics until the symptoms and/or fever have been gone for at least 24 hours.

- Fever
- Upper respiratory
- Gastrointestinal
- Or other major illness

If your child exhibits signs of illness in OTF, they will be isolated from the group and parent or other authorized person to pick up your child will be notified immediately to make arrangements to pick up the child within one hour from the time we contact you. We cannot release your child to anyone other than a parent or an authorized guardian.

Medication

For the safety of your child, we cannot dispense medication without a signing the Medical Authorization Form following. All medication must be in the original container. Over-the-counter medication will never be dispensed to children.

Medical Authorization Form

In case of an emergency, _____ has my consent to authorize medical care for my child(ren) listed below:

Our family physician is: _____

His/her address: _____

His/her telephone # is: _____

Our hospital preference is: _____

Allergies/Medical Conditions: _____

Contact me immediately at: _____

If unable to contact me, please call:

_____ @ _____

Name

Telephone

_____ @ _____

Name

Telephone

Signed By

Printed Name

Signature

Address: _____

Telephone: _____ Date: _____



Injuries and Emergencies

At Boost Gymnastics, we make every effort to assure your child's safety, though we cannot guarantee that accidents will not occur. In case of a serious accidental injury, you will be contacted immediately. If you cannot be reached, we will call the authorized person you have indicated below on the Emergency Medical Form to make medical emergency decisions about your child. A signed emergency medical release is necessary to insure prompt medical attention. If we cannot reach anyone, your child will be transported to the nearest hospital of your choice and recommendations of the attending physician will be followed. Boost Gymnastics will have a designated person stay with your child until you arrive.

As parent (or guardian) I grant permission for _____ to participate at Boost Gymnastics. I agree that Boost FitClub (DBA Boost Gymnastics) and/or its leaders are not liable for any accident or incident related to events during camp. Nor are they liable for any injuries sustained or any lost, stolen or damaged articles. I authorize Boost FitClub (DBA Boost Gymnastics) and any staff member to obtain the services of a physician and/or hospital for the care of my child, if necessary, including emergency medical care, emergency x-rays, and/or emergency surgery. Should the need arise, I also authorize Boost FitClub (DBA Boost Gymnastics) and its leaders to incur any necessary expenses for such services in the event of accident or illness, and I agree to provide payment for these expenses. I have read the entire form, agree with all provisions included, and have provided all information requested. I hereby release Boost FitClub (DBA Boost Gymnastics) and its leaders from all liability and authorize any medical treatment deemed necessary.

Parent/Guardian Signature _____ Date _____

Transportation Safety

All children transported by Boost Gymnastics must adhere to safety rules. Children must remain seated, wear a seatbelt and follow the staff's directions at all times. Because of our safety requirements, any violation of this transportation policy may result in restriction of your child riding in the vehicle. Due to the seriousness of our safety concerns, we will notify parents immediately of any discipline problems that occur in our vehicles.

Open Door Policy

Parents are always welcome to observe our daily activities with supervision. We are happy to talk to you about the policies and procedures of Boost Gymnastics. If there are any concerns or questions, please make an appointment with the front desk.

Food Allergy Policy

Parents are responsible for disclosing the level of need for their child's allergy to the After School Coordinator, Wes Oakes. Boost Gymnastics can only make parents and students aware of food allergies; however, the program does not assure parents that food items served here are free from those allergens. Parents of children with severe allergies should provide appropriate and safe food for their children. Parents may request special seating for their child during snack time to limit contact with foods that cause a severe reaction.

Inclement Weather

Boost Gymnastics follows Metro Schools decision on inclement weather. In the event that a school district closes early due to inclement weather, it is important you communicate with us whether or not your child will need to be picked up from school. If weather conditions become hazardous between 2:45p and 6:00p on a regular school day, parents should pick up their children as soon as possible. As always, our top priority is the safety of our students and staff members. For up to date information on inclement weather, follow Boost Gymnastics website, Facebook, and Twitter.

I have read and agree to all terms in the above 'Safety & Security' section.

Parent/Guardian Signature _____ Date _____

Price & Fees

- Boost Gymnastics After School customers are required to sign-up for auto-pay, either paying by credit card, debit card or bank account. This will be drafted on the first day of the month.
- There is a one-time registration fee of \$20.00 for each child.
- An annual \$100.00 activity fee will cover fitness equipment, activities for break, recreation equipment and daily snacks. This is due at the time of registration. This amount will not be prorated or refunded.
- Recreational gymnastics classes are discounted to \$45.00 each class.

I have read and agree to all terms in the above 'Price & Fees' section.

Parent/Guardian Signature _____ Date _____

If you have any questions or concerns regarding the Program Guidelines, please contact the After School (On the Flip) Coordinator, Wes Oakes, at 615-499-5382 or by email, woakes@boostgymnastics.com.