



YMCA Acacia Ridge Gymnastics

Enrolment Form

CHILD (one child per form):

FULL NAME: _____ DOB: ____ / ____ / ____ GENDER: M/F
 CLASS LEVEL: _____ CLASS DAY & TIME: _____
 (if known) (if known)

PARENT/GUARDIAN:

FULL NAME: _____
 ADDRESS: _____ SUBURB: _____ P/CODE: _____
 EMAIL: _____
 HOME PH: _____ WORK PH: _____ MOBILE: _____

EMERGENCY CONTACT PERSON (other than yourself):

RELATIONSHIP
 NAME: _____ TO STUDENT: _____ PHONE/MOBILE: _____

	Yes**	No
1. Does your child suffer from asthma?		
2. Does your child have any allergies?		
3. Does your child have a disability?		
4. Does your child have any special needs?		
5. Does your child have any learning difficulties?		
6. Does your child have any diagnosed muscle, bone or joint problems?		
7. Does your child have any other medical condition(s) that the service should be aware of?		

****Important: If you have answered YES to any of the above questions please specify details:**

How did you hear about the YMCA?

- School newsletter
 Saw it passing by
 Website
 Facebook
 Open Day
 Friend/Family
 Signage
 Flyer/Brochure
 Google
 Other, please specify: _____

Terms & Conditions

By signing below I acknowledge that I have read, understand and agree with the YMCA Terms & Conditions on the back of this form

PRINT NAME: _____ SIGNATURE: _____ DATE: ____ / ____ / ____



YMCA Acacia Ridge Gymnastics

Terms & Conditions

Term enrolment	Students are required to re-enrol each term. We do not automatically roll over our terms or bookings. A re-enrolment week is held at the end of each term where re-enrolment is required. A Re-enrolment form must be completed at the end of each term to secure a place. Casual classes are not offered (GymPlay excluded)
Payment of fees	Classes are booked on a term basis and fees must be paid regardless of attendance. We do not offer casual classes (GymPlay excluded). Payment of fees is due in full within the first two weeks of the term
Payment plans	For families that are facing financial difficulty we offer a payment plan option. Applications for this must be directed to the Centre Manager
Refund policy	YMCA has a NO REFUND Policy . Should you decide to cancel part way through a term your fees will be credited to your child's account to be used for an alternative class within our centre. Credit is valid for use for up to 12 months after applied
Cancellation of bookings	If your child is unable to continue with their class due to illness or injury for an extended period of time, then you must submit a medical certificate to the Centre Manager to apply for a refund
Changes to bookings	Students are booked for classes on a predetermined day and time for the duration of a term. Should you need to change your original booking you can speak with our Centre Manager. New bookings will be based on class availability
Changes to classes	YMCA reserves the right to amalgamate, move or alter classes where low class participation levels occur. We will notify all participants affected by these changes via email, SMS or phone
Missed classes & Make up policy	If your child is unable to attend their regular scheduled class due to another commitment or illness, let us know in advance and we will offer a free-of-charge make up class on another day (dependent on a space being available in a suitable class). Please note, so we can keep our class numbers within our ratios we can generally only take one child at a time per make-up class
Pick up/Drop off	Your children remain your responsibility outside of their class times (excluding KinderGym parent participation classes). YMCA is not responsible for supervising children outside of their class times. Please ensure you do not leave the Centre before your child's class commences, and ensure you return on time to collect your child upon conclusion of their class
Medical assistance	By joining YMCA you authorise YMCA Staff to obtain for your child any necessary medical attention, including ambulance assistance in case of an emergency, and agree to pay all costs incurred
Correct apparel	Students are to wear suitable sports clothes to gymnastics. Preferably – <i>GIRLS</i> : leotard or t-shirt & leggings/shorts; <i>BOYS</i> : t-shirt & shorts. Long hair must be tied back (with no large hair accessories) and all jewelry must be removed. For safety reasons, students should not wear clothing with denim, buttons, belts or zips
Siblings	Siblings not attending a class must be supervised at all times by a parent/carer and are not permitted onto the gymnastics floor
Access to facilities	Students and families are not permitted to access the gymnastics facilities before or after class for "free play". These facilities are only permitted for use during classes under the direction of YMCA Staff
Values	YMCA values are established and are for the safety and enjoyment of all participants and their families – and are on display at the Centre. Breaches of these values may result in you/your child's exclusion from the class following consultation between the Centre Manager and parents/carers
Privacy policy	The information we collect by your completion of this document is for the purpose of properly providing our services to you/your child. The information will remain confidential and will be used strictly in accordance with our privacy policy
Lost property	YMCA takes no responsibility for lost property. Families are advised not to bring any valuables to the centre. Please ensure you name all of your child's belongings. Lost items will be placed in our lost property basket at reception. Items are taken to good will at the end of each term
Photography & Electronic devices	For privacy reasons taking photos and video of classes is not permitted without prior approval from the Centre Manager. Should you wish to take a photo of your child please speak directly with our Centre Manager
Child protection	SAFEGUARDING CHILDREN & YOUNG PEOPLE —YMCA is committed to safeguarding children and young people and has a range of policies and procedures to keep children and young people safe. Details of these policies are available at: www.ymcabrisbane.org along with information on YMCA's obligation to report child safety concerns, and how you can report child safety concerns
COVID 19 statement	YMCA works under the guidelines of the government approved COVID safe plan. To ensure the hygiene and safety of our members and staff we ask that everyone play their part to understand and adhere to all policies, procedures and requirements when entering our facility