

# MANNING GYMNASTICS CENTERPLEX POLICIES

Victoria, TX 77904

(361) 578-2387 or (361) 573-4961

OFFICE HOURS ARE:

Monday - Thursday 1:30PM TO 7:30PM

Friday 1:30 – 6:30

REGISTRATION FEE IS \$45.00 PER ATHLETE, NOT TO EXCEED \$135.00 PER FAMILY.

## REGISTRATION FEES ARE NON-REFUNDABLE

- Classes are scheduled for 60 minutes. They begin on the hour and finish 3 – 5 minutes early in order to get classes out and the following classes in. Exception is the Mommy, Daddy & Me class which is 45 minutes.
- If your monthly tuition is received in the office by the 10<sup>th</sup> of the month, you will receive a discount of \$10.00. All outstanding late fees will be billed to your account on the 11<sup>th</sup> of each month. If your card on file declines, you are then charged a \$10.00 late fee per week that tuition is not paid. Tuition is based on 4 lessons a month. Missed classes can be made up for any athlete taking 1 to 4 hours per week. Please stop by the office to schedule all make-ups. Any athlete taking 5 or more hours WILL NOT make up due to the hourly discount. Mannings does not charge extra for 5 weeks, and we do not deduct for holidays. We accept all major credit cards.
- **Should your athlete take a break from Manning's please visit or call the office prior to your break so we do not bill you. YOU ARE RESPONSIBLE FOR TUITION UNTIL YOUR CHILD IS REMOVED FROM CLASS. WRITTEN NOTICE MUST BE MAILED, EMAILED OR DROPPED OFF AT THE OFFICE. DO NOT TELL THE COACHES,** they are busy and your information may not reach the office.
- COACHES AND ATHLETES will be the ONLY participants allowed in the gym area! This is for your safety as well as the athletes. Thanks you!
- Our waiting area is for observing and waiting for pick up. It is a place of business and we encourage viewing. It is important not to let your children rough house in the gym or parking lot for their safety and others.
- Please drop off and pick up children on time, as we cannot be responsible after class time. Instruct your child to wait inside to be picked up, as we do not want them unsupervised in the parking lot. Please notify the office if you will be late so we can inform your athlete not to worry. If you are more than 10 minutes late you will be charged \$5.00 a minute until your child is picked up.

DRIVE THROUGHT IS NOT FOR PARKING AND WAITING. IF YOUR CHILD IS NOT OUT, PLEASE BE COURTEOUS AND CIRCLE THROUGH AGAIN TO KEEP TRAFFIC MOVING.

# MANNING GYMNASTICS CENTERPLEX

## Gym Rules and Reminders

**Manning Rules in the gym are for your child's safety! By following the rules below, you will help keep Manning Gym running safely and smoothly. Thank you!!**

- Athletes, please wait inside our spacious round up area. We ask that you stay behind the door until your class is called.
- Make sure all personal items are put into cubbies or on shelves. Mannings will not be responsible for lost, stolen, or damaged items.
- Please use front lobby bathroom if round up area door is locked.
- Proper attire is required for all athletes. For insurance purposes, athletic tops or leotards are to be worn during classes. Athletes will be asked to sit out if t-shirts are worn.
- The main door into the team gym from the lobby IS NOT AN ENTRANCE! Please enter through our round up area only. If you are late and the door is locked, please notify the office and they will get you to your class.
- Office is for Manning staff ONLY!!!! Please go to the front window for any questions, comments, and/or payments.
- All cash payments will have a receipt!!!!
- Please do not walk into gym area while classes are in session. Be courteous of classes in progress and talk with staff after classes or set up an appointment with the office if you have any questions.
- All private lessons must be paid in FULL at the time they are scheduled. 1 private must be paid in advance.
- Open gym will be at scheduled times and days. Read bulletin boards or call the office for dates. All children must have wrist band and a signed waiver in order to participate in open gym. This can be done at our office!
- As a convenience, we also offer snack cards that may be purchased in the front office and prepaid with a specific amount. Coaches and office staff will take care of helping your child purchase their snacks or drinks using their snack cards. We will let you know when their snack card has been depleted or needs additional funds.
- Our pro shop is also available for your use to get your athlete geared up for their classes. Please ask our office staff for assistance.

WELCOME AND THANK YOU FOR CHOOSING MANNINGS!!!!!!

## **MEDICAL RELEASE WAIVER 2017-2018**

Athletes Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Gender: F M

Dear Parent/Guardian,

Gymnastics and cheerleading, like every sport, has risk and injuries. Please fill out the following contact information. In case of an injury, we will make EVERY effort to contact you first before seeking medical attention.

Family Physician: \_\_\_\_\_ Hospital: \_\_\_\_\_ Insurance Co.: \_\_\_\_\_

Mom Cell: \_\_\_\_\_ Home: \_\_\_\_\_ Work: \_\_\_\_\_

Dad Cell: \_\_\_\_\_ Home: \_\_\_\_\_ Work: \_\_\_\_\_

Other Emergency #: \_\_\_\_\_ Name & Relation: \_\_\_\_\_

### **UNITED STATES OF AMERICA GYMNASTICS AND MANNING GYMNASTICS CENTERPLEX, INC.** **MINOR CONSENT & ASSUMPTION OF RISK STATEMENT**

\*The parent and/or legal guardian consent to and will instruct the minor that participating in any sport activity, clinic, or Summer Camp at Manning Gymnastics Centerplex, Inc. that he/she should inspect the equipment and facilities to be used and if he/she believes anything to be UNSAFE, the athlete should immediately advise the instructor of such condition and refuse to participate. There are risk and dangers associated with participation in gymnastics, cheerleading, trampoline, and tumbling as well as most sports, including but not limited to those of bodily injury, partial or total disability, paralysis, and even death. There may be other risks unknown to us, or are not visible at the time. I have read and fully understand the risk involved, and will allow my child/guardian child to participate.

**PLEASE SIGN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

\*I, the undersigned, GIVE/DO NOT GIVE (circle one) my permission for physician on call to treat my child if my doctor is unavailable.

**PLEASE SIGN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Please list any medical problems/allergies that we should know about:**

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### **RULES AND POLICIES**

I agree and understand the rules and policies of Manning Gymnastics Centerplex, Inc.

- The sessions are Fall/Spring (September-May) and Summer (June-August).
- Every September registration is due.
- I understand that any personal belongings left at the gym may be my sole responsibility and that Manning's will not be held liable for lost items. **PLEASE INITIAL: \_\_\_\_\_**
- My child will not wear jewelry and hair will be put back in a ponytail and/or pigtails for safety reasons.  
**PLEASE INITIAL: \_\_\_\_\_**
- **I am responsible for monthly tuition until my child is removed from classes (written notice must be mailed, emailed, or dropped off at the office). When my child is removed from classes, make-ups are no longer available. PLEASE INITIAL: \_\_\_\_\_**
- **Early tuition payments (on or before the 10<sup>th</sup>) will have a \$10.00 discount. On the 11<sup>th</sup> of each month, tuition will be taken at regular rate with the card you have chosen to put on file for your automatic withdrawal. If your card on file declines, you are then charged a \$10.00 late fee per week that tuition is not paid. If your child starts the month, you are responsible for that month's tuition, regardless if your athlete was present in class. PLEASE INITIAL: \_\_\_\_\_**
- I also give my permission to allow any photos taken of my child during classes and activities at Manning Gymnastics to be used for publicity or use on the Manning website or Facebook page. **PLEASE INITIAL: \_\_\_\_\_**
- Manning Gymnastics has the right to refuse service. **PLEASE INITIAL: \_\_\_\_\_**
- **I also understand that by signing this waiver, I am giving the right for my card to be ran on the 11<sup>th</sup> of each month for automatic withdrawal if Manning Gymnastics Centerplex does not receive a payment or notice of un-enrollment beforehand. PLEASE INITIAL: \_\_\_\_\_**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Manning Gymnastics Centerplex, Inc.  
5004 John Stockbauer  
Victoria, TX 77904 361-578-2387

Liability Waiver 2017-2018

**OPEN GYM, TRIAL CLASS, FRIDAY NIGHT FUN, CHEER  
CAMP, CHEER CLINIC, MT. MANNING, GYM CLASSES,  
BIRTHDAY PARTIES**

Date: \_\_\_\_\_

\_\_\_\_\_ (Child's Name) has permission to participate in ANY  
ACTIVITY at Manning Gymnastics Centerplex. I, the legal guardian of the above,  
understanding the risk of injury from physical activities, voluntarily and knowingly  
execute this release with the express intention of waiving any and all claims against  
Manning's, its staff, or instructors arising from all physical harm which may result from  
any of the activities associated with gymnastics and related functions at Manning  
Gymnastics Centerplex.

**Mt. Manning is an addition to the gym with the following  
rules and restrictions:**

- Wrist band required (Open Gym & Friday Night Fun)
- Gum, food, and/or drinks are NEVER allowed
- No shoes allowed
- Jewelry, watches, keys, cell phones, and/or any sharp objects are not allowed
- No horseplay on Mt. Manning is allowed- permanent dismissal may result!
- If you damage Mt. Manning due to misbehavior you will be responsible for the cost of the damage- and be banned!

Parent Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

# Mannings Centerplex

## 2017-2018

**Office Hours: 1:30 PM to 7:30 PM M-Th & 1:30 to 6:30 Fri.**

**Please take care of all tuition and other business during office hours!**

**Ofc: 361-578-2387 361-573-4961 Fax :361-573-5107**

[www.Manningsgym.com](http://www.Manningsgym.com)

**Fall Classes begin Tuesday September 5, 2017**  
**Classes resume January 4, 2018 after Christmas break**

**The gym is closed on ALL days marked in RED**

Monday classes will need a makeup for NOVEMBER, DECEMBER & MAY

Tuesday classes will need a makeup for DECEMBER & MARCH

Wednesday classes will need a makeup for DECEMBER & MARCH

Thursday classes will need a makeup for DECEMBER

Friday classes will need a makeup for SEPTEMBER & NOVEMBER

**ALL MAKE-UPS MUST BE COMPLETED BEFORE OUR SUMMER SESSION BEGINS!**

**Summer registration begins MARCH 26, 2018**

**Summer classes begin JUNE 4, 2018**

SEPTEMBER						OCTOBER						NOVEMBER						DECEMBER					
M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
				1	2	2	3	4	5	6	7			1	2	3	4					1	2
4	5	6	7	8	9	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9
11	12	13	14	15	16	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16
18	19	20	21	22	23	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23
25	27	28	29			30	31					27	28	29	30			25	26	27	28	29	30
JANUARY						FEBRUARY						MARCH						APRIL					
M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
1	2	3	4	5	6				1	2	3				1	2	3						
8	9	10	11	12	13	5	6	7	8	9	10	5	6	7	8	9	10	2	3	4	5	6	7
15	16	17	18	19	20	12	13	14	15	16	17	12	13	14	15	16	17	9	10	11	12	13	14
22	23	24	25	26	27	19	20	21	22	23	24	19	20	21	22	23	24	16	17	18	19	20	21
29	30	31				26	27	28				26	27	28	29	30	31	23	24	25	26	27	28
																		30					
MAY						JUNE																	
M	T	W	T	F	S	M	T	W	T	F	S												
	1	2	3	4	5					1	2												
7	8	9	10	11	12	4	5	6	7	8	9												
14	15	16	17	18	19	11	12	13	14	15	16												
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28	29	30	31			25	26	27	28	29	30												

