

We've prepared this outline in hope of providing answers to parents' most asked questions about our program. It's important that you read it in order to comply with our procedures (there's a reason behind every thing). If you have any question about any phase of LANA'S Gymnastics program, please feel free to call us at (718) 263-2121.

General information

Be sure that before taking any class, there is a completed registration form on file in the office.

This is our source of emergency information so please see that we receive it before your child's first class. Be sure to advise us of any changes - telephone numbers, emergency contacts, or allergies.

Before class starts:

Speak to your child about listening to the instructor and following directions.

Please check to see if your child needs to use the bathroom.

Your child's personal items (shoes, jackets, etc) need to be placed in the locker room.

We cannot permit a student in class without a completed and signed registration form.

In order for the program to run smoothly students must:

1. Arrive on time for class:

Please try to arrive on time as latecomers disrupt classes.

Warm-ups and proper stretches are an important part of the program.

Upon arrival PLEASE WAIT IN THE

CHANGING/WAITING AREA as teachers will bring classes into and out of the gym (do not enter the gym area unless you are instructed to do so).

2.No one except gymnast and coach are allowed in the gym:

Parents, siblings, relatives and friends are welcome to watch classes from the observation area.

3.Siblings must not be left unattended.

4.Students must be properly dressed:

Tie longhair back. No buckles, belts zippers nor jewelry, please.

5. Respect safety guidelines-no horseplay!

Apparel

Girls should wear leotards or a T-shirt with shorts or sweatpants. Boys should wear a T-shirt with shorts or sweatpants. Only bare feet are allowed in the gym.

Slippery socks, tights, belts, **jewelry**, oversize clothing, etc., which may hinder or endanger student safety are **ABSOLUTELY NOT PERMITTED.**

Registration

Early Bird Registration!

Till August 26th, 2011 Registration Fee is \$25.00

MONDAY - THURSDAY: 2 p.m. - 7 p.m.

SUNDAY: 10 a.m. - 2 p.m.

The registration fee is \$35.00 per student (once yearly from September 7, 2011 to August 20, 2012)

THE REGISTRATION FEE IS NOT REFUNDABLE.

To register, complete the registration form, read it carefully before signing, and return it to us with payment.

Any balance is due the first day of class.

To secure space in a particular class, registration should be completed as soon as possible. Be sure to indicate first, second and third class choice, and the number of classes per week. We cannot guarantee the availability of the specific instructor.

No confirmation when the first choice is available. Alternative choice will be confirmed.

Fees and Payments

Fees are based on the number of classes taken **weekly** during the full semester. Payment can be made by personal/business check, money order or credit card and is due in full before the first week of the new semester. We cannot reserve a space in class until completed **registration application and full payment** are received. All payments for the fall semester are to be **PAID IN FULL** at registration. There are **NO REFUNDS** for missing classes. **There will be a \$25.00 charge on any check returned to Lana's Gymnastics Club from the bank. Request for any refund must be made in writing.**

Tuition fees for pre-school program

Lessons per week	Lesson's price	Weekly tuition
1st lesson	\$ 18.00	\$ 18.00
2nd lesson	\$ 17.00	\$ 35.00
3rd lesson	\$ 16.00	\$ 51.00

Tuition fees for beginners and advance

Lessons per week	Lesson's price	Weekly tuition
1st lesson	\$17.00	\$17.00
2nd lesson	\$16.00	\$33.00
3rd lesson or more	\$15.00	

Semester's calendar 2011-2012

	Beginning	End
Fall '11	September 6	January 31
Spring '12	February 1	June 17
Summer '12	July 1	August 20

Make up policy

Absence does not automatically permit a make-up class, unless the office is notified 24 hours in advance. **There are TWO make-ups permitted during each regular semester.**

There are no make-ups for any special classes (i.e. Team, Pre Team or other special programs).

No make-ups are permitted until the semester fee is paid in full.

1. Inform the office when your child will be absent. Make-ups are permitted **ONLY** when the office is given 24-hours prior notice that your child will not attend a regularly scheduled class.
2. Schedule a make-up class with the office and take a make-up coupon so that you're assured a space and it's properly noted on the daily check-in sheet. **DO NOT** send your child to a make-up class without a coupon and confirmation with the office.
3. Give the make-up coupon to the coach before class starts.
4. **In the event of inclement weather there will be NO make-up classes.**

A missed make-up class will not be rescheduled. There is no make-up of a scheduled make-up.

MAKE-UPS CANNOT BE CARRIED OVER INTO THE NEXT SESSION.

THERE ARE NO MAKE-UPS ALLOWED DURING THE LAST WEEK OF THE SEMESTER.

If you plan to be absent during that time, you may schedule a make-up in advance. Make-ups are only for the current semester.

Please be considerate. Classes are small and advance notice allows the administration to schedule make-up classes. Make-ups are difficult for instructors and the office and beneficial for the parents please do your part.

Refund Policy

No refunds, session extensions or credits will be given for tuition or membership fees.

Discount Policy

1 st child	2 nd child	3 rd child
Regular Price	10 % OFF	20 % OFF

Family Discount: policy covered just members of one family (Brothers & sisters **ONLY**)

Conduct

Courtesy is the first rule of safety. Any student acting in an unsportsmanlike manner that endangers another student will be dismissed from class immediately. Continuing misconduct will result in dismissal from the program. There is absolutely no refund for dismissal because of improper or dangerous behavior.

Parent conduct

Parents **MUST** escort their child to the gymnastics instructor. They are **NOT** to be left **alone** in front of the school.

Pick-up for your child will be outside the locker room.

Parents **MAY NOT** enter the gym unless accompanied by a Preschool Program Gymnast. Instructor may invite parents to accompany a child out on the floor or sit nearby. This is **ONLY** at the discretion of the instructor or other gym staff. Do not distract your child or other members of the class by calling or waving while class is in progress. Every student's attention should be with the instructor... this is for safety as well as courtesy. There is time for parental praise after class.

Please DO NOT BLOCK entrance to the gym.

Manager may ask that a student change to another class for a number of reasons: to be with a more suitable age group, ability level, or even to create better group dynamics. Instructors are available to discuss aspects of the program with you, but not during the peak after school hours.

LANA'S Gymnastics Schedule for 2011/2012

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
Mom & Me 18-24 months	11:00-11:45				
Tiny Tots 2-2.5 years	10:00-10:45		1:30-2:15 4:00-5:00	5:00-6:00	5:00-6:00
Tiny-Tots 3 years	9:00-9:45	5:00-5:45	5:00-5:45	4:00-5:00	3:00-3:45 4:00-4:45
Tumble Bears 3-3,5 years	12:00-12:45	4:00-4:45	6:00-6:45	6:00-6:45	6:00-6:45
Kinder Gym 3,5-4,5 years	9:00-10:00 10:00-11:00 11:00-12:00 12:00-1:00 1:00-2:00	4:00-5:00 5:00-6:00 6:00-7:00	4:00-5:00 5:00-6:00 6:00-7:00	4:00-5:00 5:00-6:00 6:00-7:00	4:00-5:00 5:00-6:00 6:00-7:00
Girls 5-7 years	9:00-10:00 10:00-11:00 11:00-12:00 12:00-1:00 1:00-2:00 2:00-3:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00
Girls 8-10 years	9:00-10:00 10:00-11:00 11:00-12:00 12:00-1:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00	4:00-5:00 5:00-6:00 6:00-7:00 7:00-8:00
Girls 11+ years	1:00-3:00		6:00-8:00		
Boys 5-7 years	9:00-10:00 10:00-11:00 11:00-12:00 12:00-1:00 1:00-2:00	4:00-5:00 5:00-6:00	4:00-5:00 5:00-6:00	4:00-5:00 5:00-6:00	4:00-5:00 5:00-6:00
Boys 8-10 years	9:00-10:00 10:00-11:00 11:00-12:00 12:00-1:00	5:00-6:00	6:00-8:00	4:00-5:00 6:00-7:00	
Girls Progressive 6-8 years		4:00-5:00	4:00-6:00		4:00-5:00 6:00-7:00
Girls Progressive 8-10 years	9:00-10:00 10:00-11:00 11:00-12:00	5:00-6:00 6:00-7:00	7:00-8:00 8:00-9:00	4:00-5:00 5:00-6:00	5:00-6:00
GYM 4 TEEN® Girls 11+	1:00-3:00		7:00-9:00		7:00-9:00
Little Stars Pre Team			4:00-6:00		4:00-6:00
Tae Kwon Do	6:30-7:30		5:30-6:30 6:30-7:30		

LANA'S GYMNASTICS CLUB, INC. RESERVED ALL RIGHTS TO CHANGE SCHEDULE OR CANCEL LESSONS

Scheduled Vacations & Holidays

- September 28th – 29th, 2011
- October 12th - 13th, 2011
- October 17th - 19th, 2011
- November 24th, 2011
- April 8th, 2012
- May 27th -28th, 2012

Scheduled Competitions

Annual Gymnastics Show: June 17th, 2012
Dance Show: June 10th, 2012

Direction

- **FROM MANHATTAN:** Queens Midtown Tunnel to L.I.E. (HWY 495) on L.I.E. take exit 23 (Main Street), make right turn onto Main Street. Go straight on Main Street to 72 Avenue. Make left turn onto 72 Avenue and another left onto Vleigh Place. The Gym entrance is 50 yards down on the left-hand side.
- **FROM L.I.E. (Long Island):** Exit 23 (Main Street) make left onto Main Street. Go straight on Main Street to 72 Avenue. Make left turn onto 72 Avenue and another left onto Vleigh Place. The Gym entrance is 50 yards down on the left-hand side.
- **FROM SOUTHERN STATE PKWY (Long Island):** heading west (for 15.9 miles), Turn right on CROOS ISLAND heading north (for 1.7 miles), bear left on HWY 295 heading northwest (for 1.9 miles), bear left on GRAND CENTRAL heading west (for 3.7 miles), turn right on HWY 678 (Van Wyck Expwy) heading northwest (for 0.9 miles) to Exit 11 Go straight on 72 Ave., and turn left onto Vleigh Place, The Gym entrance is 50 yards down on the left hand side.
- **FROM I-278 (TRIBOROUGH BRIDGE):** heading southeast (for 3 miles), continue on GRAND CENTRAL PKWY heading southeast for (5.6 miles) to Exit 11, continue on 69th Rd., heading east for (0.5 miles) make right on JEWEL AV heading east for (0.5 miles), turn right on MAIN ST heading southeast, turn left on 72 Ave. and another left onto Vleigh Place. The Gym entrance is 50 yards down on the left hand side.
- **FROM BROOKLYN:** Belt Parkway to Exit 19, Van Wyck Expwy, take the Van Wyck Expwy NORTH (Towards the Whitestone Bridge) to Exit 8 (Main Street). Go straight on Main Street to 72 Avenue. Make right turn onto 72 Avenue and another left onto Vleigh Place. The Gym entrance is 50 yards down on the left hand side.
- **BUS: Q44, Q74 Stop: Main & 71 St**
BUS: Q65 Stop: Main St & Jewel Ave

IMPORTANT!
THE MAIN ENTRANCE TO THE GYM IS
ON VLEIGH PLACE,
AT THE BACK OF THE BUILDING

 **Lana's**
GYMNASTICS CLUB™

www.LGCLUBNY.com
(718) 263-2121



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2011/2012



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Lana's Gymnastics Club