



# **West Tennessee Gymnastics & Cheer Academy Policies & Procedures**

Brantley Smith, Owner  
731-614-6788  
www.westtennesseegca.com  
Facebook: West Tennessee Gym  
and Cheer Academy  
Instagram: @gcagems

Mailing Address: P.O. Box 364  
Lexington, TN 383851

**Monthly Tuition:** (includes registration & annual insurance fees)

\$72.00 - 1st child in household

\$132.00 - 2 children

\$184.00 - 3 or more children

\*Monthly tuition covers a four-week session

**Monthly tuition is due the first of each month or next business day and will be automatically drafted from your checking account.**

All returned items will be subject to a \$25.00 processing fee.

**Withdrawal Policy:**

It is the parent/guardians responsibility to complete a **WRITTEN notification form** and submit it to GCA two weeks prior to the 1st of the upcoming month in order to avoid being charged for the upcoming month. No phone calls please!! **NO REFUNDS** will be issued for late notifications. Please see head coach to obtain a form or print it off our website.

There are no refunds or credits for missed classes.

GCA reserves the right to dismiss a child from class if fees are not paid in a timely manner.

\*Parent/guardian enrolling child in GCA is responsible for all collection fees, attorney fees, and court costs associated with all outstanding debts.

**Download the App:**

Remind App for Class Update

Text 81010

GCA Gym Locations:

Lexington - Tuesday class - @gcatue

Wednesday class - @gcawed & @gcawe

Thursday class - @gcathu

Friday class - @gcafri

**Attire:**

Gymnasts should wear comfortable, non-restrictive clothing. Leotards, shorts, and tee shirts are acceptable attire. Sports bras and crop tops are not acceptable attire. No jewelry is allowed. Long hair should be tied back with a soft band.

**Observation:**

Parents and guests are welcome to observe from the waiting area. All visitors and children should remain in the waiting area, off the gym floor and equipment.

**Missed Classes:**

Please notify us if your child will be absent. Classes are grouped according to age and ability; therefore it is important that each child attend his/her regularly scheduled class. Make up classes are offered at the coach's discretion and must be scheduled in advance. No adjustments or pro-rations will be given unless a class is cancelled by GCA.

**Equipment:**

No one is to be on equipment without coaching supervision. Gymnasts waiting for their classes to begin should remain in the gymnast waiting area.

**Inclement Weather:**

A decision to cancel classes will be made by 2:00 p.m. You can call 731-614-6788 or go to our website after this time to see if classes will be in session.

Camden - @gcacam

Henderson - @gcahen

McKenzie - @gcamc