

**OLYMPIAD GYMNASTIC TRAINING CENTERS**  
**PRIVATE LESSON POLICY**  
**PARENT'S COPY**

Private Lessons are a wonderful way for your child to work on specific skills that are needed for advancement. Students enjoy focusing on the challenge of perfecting existing skills and learning new skills. If you are interested in Private Lessons, please follow this procedure.

1. **SETTING UP THE LESSON** – The parent is responsible for contacting the instructor of their choice. It is the instructor's responsibility to arrange a lesson time with the parent.
2. **LESSON TIME** – The lesson can be scheduled any time that is agreeable to both the instructor and parent, provided that the private lesson will not interfere with any regularly scheduled classes or other scheduled activity and appropriate supervision is in place.
3. **CANCELLATIONS OR CHANGES OF LESSONS** – It is the parent's responsibility to call the Instructor to change or cancel a Private Lesson. When possible, please call a few days in advance so the instructor is notified in time to schedule other arrangements. The instructor is responsible for contacting the parent if he/she needs to make changes.
4. **EIGHT-HOUR NO SHOW POLICY** – In the event a student is unable to attend the Private Lesson, please notify the instructor **no less** than 8 hours of the lesson. Failure to do this will result in full payment due. This policy is necessary for the instructors to schedule their time around the private lesson.

**PRIVATE LESSON FEES:**

Each instructor will establish their own private lesson fee within a prescribed range established by the gym. Depending on the instructor, private lesson fees will vary from \$26.00 - \$32.00 per 30 minutes. Typically the cost will increase depending on the length of the lesson (45 or 60 minutes).

**PAYMENT PROCEDURE** – Private Lessons are to be paid for at the time of the lesson. Payment information should be written on a payment slip and stapled to the check or charge slip. Consistent Private Lessons can be paid monthly before the monthly lessons begin. Parents are responsible for this payment system.