#### Lesson Information

- All lessons are once a week and are 25 minutes in length.
- Lessons are *perpetual*, meaning the class you're registered for remains yours until your child is promoted or you choose to drop the class.
- We do not process mid-month drops. If you choose to drop, you must fill out a
  Drop Form by the 25th of the month prior to the drop.

  Example: To drop starting October 1st, submit your form by September 25th.
- If you start after the first of the month, tuition will be prorated. Payment for the first month is due at registration. After that, your credit card will be charged on the 1st of each month. Payment reminders are sent during the last week of each month.
- There is a one-time \$30 new family enrollment fee.
- Progress updates are given every 3–4 months at the end of class. Families will be notified by email the week before.
- Once your child is ready to move up, the instructor will notify the front desk. You'll
  receive an email about the promotion and may register for the next level.
  Instructors will continue teaching at your child's level until they move into a new
  class.
- Instructors may change at any time.

## **Before Class**

- No goggles, swimsuits, swim diapers, or towels will be provided. Please bring your own. Goggles, swimsuits and swim diapers will be available for purchase.
- You may use the family changing room to change. During your lesson, please place your belongings in the cubbies or bring it with you to the viewing room.

#### Arrival

- Please arrive no more than 10 minutes before the start of your lesson.
- Please enter through the front door located at the North side of the building.

## **During Class**

- Please drop your child off at the "landing deck." Once your child's instructor calls them over you may go to the viewing room.
- Please be courteous of other families in our viewing room area. Please take all phone calls to our lobby area or outside. Mute or use headphones on all electronics
- No parents are allowed on deck with the exception of our Parent Tot and Advanced Parent Tot class.
- We recommend not eating 60-90 minutes before the class starts. This will help reduce the chance of an accident occurring while in the pool.
- We allow families to photograph their child during lessons. However, personal privacy of other swimmers and families must be respected. We ask that you attempt to photograph or video only your child. We reserve the right to use photographs and video for promotional or training purposes.

# **Departure**

- The family changing room will be available for changing and showers after class.
- To keep our schedule running smoothly, we kindly ask all patrons to leave the building within 10 minutes after swim lessons.
- Please exit through the front door located North of the building.

# **Drop, Credit and Refund Policy**

- No mid-month drops are allowed. To drop a class, please talk or email the front desk at <a href="mailto:childrenofthesea@ymail.com">childrenofthesea@ymail.com</a>. You will need to fill out a "Drop Request Form."
- You must submit the form by the 25<sup>th</sup> of the month before your intended drop. *Example: To stop lessons in February, submit your form by January 25th.*
- We do not offer credits or make ups for missed classes.
- We offer up to 3 weeks of medical credit per child per calendar year for broken bones or hospitalization. The calendar year runs from January 1st to December 31st.
- No refunds are offered.

## **Dress Code**

- Everyone entering the pool must wear appropriate swim attire.
- All children under the age of 4 years are required to wear an approved swim diaper. Children under 2 years old are required to wear an additional (second) approved swim diaper. Approved swim diapers include disposable swim diapers. At least one of the diapers needs to be a washable swim diaper. We recommend wearing a disposable diaper with a washable swim diaper over.
- All swimmers aged 4 and older must rinse off before entering the swimming pool.
   Rinsing is encouraged for those under 4.
- · Shoulder length hair must be tied back.
- No Band-Aids in the pool.
- No shoes allowed on deck.
- We maintain a smoke free and pet free environment.
- No glass bottles in the facility or parking lot.