



Replacement (Make-Up) Class Policy

Trilogy Gymnastics

1. Purpose

This policy outlines the conditions under which gymnasts may be eligible for a replacement (make-up) class when they are unable to attend their scheduled session. The aim is to provide fairness to families while ensuring safe coach-to-athlete ratios and consistent programming.

2. Scope

This policy applies to:

All recreational gymnastics programs

Selected competitive programs (as approved by the Head Coach or Owner)

All regular training sessions (excludes camps, workshops, and special events unless stated)

3. General Policy

Replacement classes are not guaranteed and are subject to availability.

Replacement classes are provided as a courtesy, not an entitlement.

No refunds, credits, or fee reductions are provided for missed classes.

4. Eligibility for a Replacement Class

A replacement class may be offered when:

The absence is due to illness or injury with a medical certificate

The club is notified prior to the scheduled class

The replacement class is taken within the same term

There is space available in a suitable class of the same or similar level

Replacement classes are not available for:

Personal appointments

Family holidays or travel

School events (e.g. camps, excursions)

Failure to attend without notice

Public holidays or scheduled club closures

5. Booking a Replacement Class

All replacement classes must be pre-booked through the club (email/app/front desk).

Walk-ins will not be accepted.

Replacement classes must be booked at least 24 hours in advance (where possible).

Only one replacement class per term is permitted unless otherwise approved.

6. Safety and Class Capacity

Replacement classes are subject to coach availability and class capacity limits.

The club reserves the right to refuse a replacement class if it would impact safety, supervision, or program quality.

Athletes must be enrolled at an appropriate level for the replacement class.

7. Competitive Programs

Competitive gymnasts may attend replacement sessions only with Head Coach approval/Owner approval.

Missed competitive sessions may be managed through modified training plans rather than make-up classes.

8. Expiry of Replacement Classes

Replacement classes must be used within the same term as the missed class.

Unused replacement classes do not carry over to future terms and cannot be redeemed for cash or credit.

9. Medical Considerations

Athletes returning from injury or illness must be medically fit to participate.

Modified participation may be required at the coach's discretion.

10. Policy Review

This policy will be reviewed annually or as required to reflect:

Operational needs

Safety standards

Feedback from families and staff