



Essendon Keilor Gymnastics Academy

194-196 Roberts Road
Airport West, 3042
PO Box 148 Keilor East, 3033
gymnastics@ekga.com.au
Phone: 03 9336 4077
www.ekga.com.au

Separated Parents Policy

In order to remain impartial and uninvolved in personal and sometimes difficult situations, EKGA has the following policy for dealing with payments and bookings in the case of family separation.

- Once a gymnast is enrolled, the contact persons listed on the enrolment form becomes responsible for all accounts/invoices and is responsible for re-enrolment as well as any decisions regarding the gymnast's classes at EKGA.
- EKGA will send all correspondence, invoices and notices to the contact person listed on the enrolment form. We cannot invoice one parent/guardian for part payment of the fees/events. The person signing the enrolment form is the only person we will invoice and hold responsible for accounts. We do not "split bills".
- If there are any Court/Custody Orders in place preventing access to the gymnast/s by any party, please specify this on the enrolment form so our staff can be made aware of the situation and so we can keep the kids safe.
- Our priority is to ensure the gymnast/s can continue to enjoy their gymnastics classes in a safe environment. Both parents/guardians are encouraged to discuss their children's gymnastics classes and make decisions together to avoid the situation becoming unworkable for the club.
- If a family is unable to follow this policy, it may result in the unfortunate situation of enrolments being cancelled and the gymnast no longer being able to attend the club.

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