

Contact Information



843-353-1500



thomasgymnastics.com

[Carolina Forest]

campmb@thomasgymnastics.com



[Conway]

campc@thomasgymnastics.com



Welcome

Parents are required to fill out an application for each child being enrolled in the Gold Medal After-School Program.

At the time of enrollment, parents will sign a Discipline and Behavior Management Policy. Gold Medal After School Program will seek to establish and maintain a good relationship and to facilitate communication and cooperation.

AFTER SCHOOL

Fees and Payment Process

The cost of the program will be \$75.00 per week, per child in our Carolina Forest Location. In our Conway Location, the cost will be \$73.00 per week, per child. Our program runs from 2:30PM (once the child steps on our Thomas Gymnastics bus) till 6:00PM.

All methods of payment are accepted; cash, check, credit card/debit and automated draft. We will bill all accounts every Friday for the following weeks tuition. If you are set up for auto draft, your card will be charged at that time as well. If payment is not received by Tuesday at 6:00 pm there will be an additional **\$20.00 late fee** charged to the account. If payment is not received by Wednesday before schools out, your child will not be picked up by the after-school bus and your child will not be allowed to attend the after-school program on Thursday and Friday of that week (or until payment is received). If your child is going to be absent any week, the front desk must be notified 2 weeks before. If notified late or the week of, the after-school account will be charged, and payment will be required.



01

ABSENT

If your child leaves school early due to illness or other event, a parent **must call** Thomas Gymnastics no later than **2:00pm**. If parent fails to do so, your account will be charged **\$20.00**

02

LATE PICK UP

If my child is picked up **after 6:00 pm** there will be a \$20.00 late pick up fee. At 6:15pm there will be an increase of \$1.00 per minute thereafter.

03

ALL DAY CARE

We will also offer full-day care on teacher workdays and some holidays. Children will need to bring a cold lunch and drink (snacks will be provided). Full day care will be \$25.00 per child if enrolled in after school that week and \$45.00 for those not enrolled. Full day care will be from 7:30AM – 6:00PM. If you are not enrolled for full day care by the day before, your account is subject to a \$5.00 increase in pricing for that day of care.

When signing your child up for holiday breaks NOTE: that if they are on the list to be here you will be expected to pay for those days and will be charged.

ENROLLMENT *Procedures*



ARRIVAL and DEPARTURE

Arrival: The designated bus driver(s) will pick up the children at a designated school location. Parents will pick up their children at the gym. Thomas Gymnastics uses a system called ProCare. All parents/primary guardians should download the app so you receive daily updates. This is how you will sign your child in and out of the program, as well. All authorized pickup personal will have their OWN 4-digit code but will NOT have to download the app.

Departure: We have a drive-thru pick-up available from 4:00–6:00 p.m. **A child will only be released to the parent or the person assigned to get them, which will be noted on the child's enrollment application and in ProCare.** The parents must notify the front desk if there is a change in who will be picking up a child. Parents and other adults picking up children must sign them out and be prepared to show identification if requested. You may call ahead to let us know you are on the way to pick up your child and we will have your child ready to go by the time you arrive. You could message into the Pro-Care app with your name, as well as the child's name in which you are picking up, so we can have the child ready for your arrival.

SUPERVISION and DISCIPLINE

Our goal is to make the Gold Medal After School Program a fun and safe learning environment for everyone. We strive to teach our children self-discipline and self-respect. If circumstances do occur privileges will be limited or taken away until the child can participate appropriately, and a written explanation will be sent home.

PERSONAL BELONGINGS

Thomas Gymnastics' staff members will not be held responsible for lost, stolen or damaged items. Please leave all valuables at home, including electronics outside of what may be needed for homework. We will keep found items till the end of each week. If your belongings are left after we close on Friday, the items will be donated.

ENROLLMENT Procedures

✓ SNACKS

Thomas Gymnastics provides afternoon snack. However, we do have a soda and vending machine available. *If children bring their own money for snacks, it needs to be secured and is not our responsibility if lost, stolen, or misplaced.*



✓ HEALTH POLICIES

Children attending the program should have school insurance or private coverage. If a child becomes ill during the day, they will be isolated from the group and parents will be notified immediately and must pick up the child as soon as possible. If the child needs emergency care and the parents cannot be located; they will be taken to the doctor who is authorized by the parents on the enrollment application. In case of a serious accident requiring emergency treatment, the emergency room of McLeod or Conway will be used. The staff will not administer medicine without special/written permission and specific instructions from the child's doctor. **Prescription medicine must be sent in the original container with instructions on the label.**



✓ INCLEMENT WEATHER

The after-school program is closed when schools are closed for inclement weather. The center will not operate when school closes at the end of the regular day because of hazardous weather. If weather conditions become hazardous between 2:45pm and 6:00pm on a regular school day, parents should pick up their children as soon as possible.



CAROLINA FOREST

DAILY

Schedule

Group Kinder and Group 1					
Monday & Wednesday		Tuesday & Thursday		Friday	
TIME	Activity	TIME	Activity	TIME	Activity
3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival
3:30pm - 4:10pm	Upstairs/ Craft & Games	3:30pm - 4:10pm	Basketball Court	3:30pm - 4:10pm	Basketball Court
4:10pm - 4:40pm	Basketball Court	4:10pm - 4:40pm	Outside Play	4:10pm - 4:40pm	Organized Gym Play
4:40pm - 5:40pm	Outside Play	4:40pm - 5:40pm	Upstairs/ Craft & Games	4:40pm - 5:30pm	Outside Play
5:40pm - 6:00pm	Upstairs/ Movie & Games	5:40pm - 6:00pm	Upstairs/ Movie & Games	5:30pm - 6:00pm	Upstairs: Games
Group 2 & Group 3					
Monday & Wednesday		Tuesday & Thursday		Friday	
3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival / Homework
3:30pm - 4:10pm	Basketball Court	3:30pm - 4:10pm	Outside Play	3:30pm - 4:10pm	Organized Gym Play
4:10pm - 4:40pm	Outside Play	4:10pm - 4:40pm	Upstairs/ Craft & Games	4:10pm - 4:40pm	Outside Play
4:40pm - 5:40pm	Upstairs/ Craft & Games	4:40pm - 5:40pm	Basketball Court	4:40pm - 5:40pm	Basketball Court
5:40pm - 6:00pm	Upstairs/ Movie & Games	5:40pm - 6:00pm	Upstairs/ Movie & Games	5:40pm - 6:00pm	Upstairs: Games
Group 4 & Group 5					
Monday & Wednesday		Tuesday & Thursday		Friday	
3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival / Homework	3:00pm - 3:30pm	Arrival / Homework
3:30pm - 4:10pm	Outside Play	3:30pm - 4:10pm	Upstairs/ Craft & Games	3:30pm - 4:10pm	Outside Play
4:10pm - 4:40pm	Upstairs/ Craft & Games	4:10pm - 4:40pm	Basketball Court	4:10pm - 4:40pm	Basketball Court
4:40pm - 5:40pm	Basketball Court	4:40pm - 5:40pm	Outside Play	4:40pm - 5:40pm	Organized Gym Play
5:40pm - 6:00pm	Upstairs/ Movie & Games	5:40pm - 6:00pm	Upstairs/ Movie & Games	5:40pm - 6:00pm	Upstairs: Games

CONWAY
DAILY
Schedule

TIME	Activity
2:30pm - 3:00pm	First Schools Arrive And Visit Gym
3:00pm - 3:30pm	Second Group Of Schools Arrive And Visit Gym - First Schools Go Outside
3:30pm - 4:10pm	Homework Begins
4:10pm - 5:40pm	Rotations Begin - Student's With Homework Will Continue Homework
5:40pm - 6:00pm	Clean Up And Movie Time

All schedules at both locations are subject to change based on many factors. If you have any questions at all regarding what activities your child(ren) participate in while at Thomas Gymnastics, please reach out to that location specifically.

FORMS TO RETURN



Registration Form

PERSONAL INFORMATION

OFFICE USE ONLY:

/ /

INITIALS: _____

START DATE _____

Location Attending (Carolina Forest or Conway):

Students Full Name :

Date of Birth : / / Age: Grade: School Attending:

2nd Students Full Name :

Date of Birth : / / Age: Grade: School Attending:

Mother's Name : Father's Name :

Street Address:

City: State: Zip Code:

Mother's Email/ Father's Email:

Mother's Cell:

Father's Cell:

Mother's Work:

Father's Work:

DOES YOUR CHILD HAVE ANY KNOWN MEDICAL CONDITIONS:

- | | | | |
|--|--|---------------------------------|---|
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> COPD | <input type="checkbox"/> Stroke | <input type="checkbox"/> Autism |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Arthritis | <input type="checkbox"/> ADD | <input type="checkbox"/> OTHER (Please Specify) |
| <input type="checkbox"/> Heart Failure | <input type="checkbox"/> Cancer | <input type="checkbox"/> ADHD | |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> High Blood Pressure | | |

Does your child have any known allergies (Food, Medication, and/or Environmental): If yes, please specify below:

Please give any other information concerning your child which will be helpful I his/her experience in a group living (such as play, eating, sleeping habits, special fears, like or dislikes).

Is your child currently enrolled in a gymnastics class? Yes No Day/s:
Time/s:

If your child is to be picked up by anyone other than a person listed below, you MUST send a written note. Otherwise, the child will NOT be permitted to leave.

Name/ Relationship:

Name/ Relationship:

Name/ Relationship:

Name/ Relationship:

I agree that the program director has the authorization to obtain emergency care for my child in the event that I cannot be contacted immediately.

Parent/Guardian Signature

Date: / /

Discipline and Behavior Management

RULES

- Students must keep hands, feet, and objects to himself/herself.
- Students must show respect to ALL staff and other students.
- Students must use appropriate language.
- Students must use movement and voice levels that are acceptable for the setting.
- Students must respect program's grounds and refrain from damaging property.

CONSEQUENCES

1ST OFFENSE:

a warning is given and will be documented within ProCare

2ND OFFENSE:

time out from activities and will be documented within ProCare

3RD OFFENSE:

time out from activities, written documentation and/or parent contact.
Will also be documented within ProCare.

Repeated offenses: After 3 offenses have been documented there will be a parent meeting requested and dismissal from program is possible.

If behavior is severe, regardless of the offense, parent will be contacted immediately.

Dismissal of a child from the program will occur at any time that a child's behavior is determined to be detrimental to his or her own well-being or to the well-being of others in the program.

Automatic dismissal will also occur when a child is habitually left after scheduled closing time (over two times in a one-month period) or by failure to promptly pay for the services.

I, THE UNDERSIGNED PARENT/GUARDIAN OF (CHILD'S FULL NAME), DO HEREBY STATE THAT I HAVE RECEIVED AND DISCUSSED WITH MY CHILD A COPY OF THE CENTER'S DISCIPLINE AND BEHAVIOR MANAGEMENT POLICY.

BULLY FREE ZONE: We at Gold Medal After School maintain a "BULLY FREE ZONE" in accordance to these rules above.

Parent/Guardian Signature

Date:

 / /

Release(s)

ADVERTISING

By signing below, you also acknowledge that pictures of your child might be taken by staff to be used for advertising purposes for Thomas Gymnastics at the Beach. I understand that my son or daughter may be included in video tape or photography taken during after school hours. I hereby grant Thomas Gymnastics, its successors, assignees, sponsors, and all other commercial exhibitors the exclusive right to photograph and/or videotape my son or daughter and further to utilize my son or daughters name and face as part of advertising and promotion of Thomas Gymnastics without reservation. In granting this, I understand that Thomas Gymnastics is under no obligation to exercise any of its rights and privileges hereby granted.

Parent/Guardian Signature

Date:

 / /

FOOD ALLERGY

The staff of Thomas Gymnastics recognizes gymnastics, dance, cheer, basketball, volleyball, etc. to be dangerous sports. Any activity which involves height and/ or motion can cause injury. All instructors at Thomas Gymnastics take every precaution to ensure the safety of each student. While safety is our number one priority, students may suffer injury, possibly minor, serious, or catastrophic in nature. Thomas Gymnastics coaches and staff members are not liable for injuries sustained by students or spectators during the course of or in transportation to and from events. With this in mind and being fully aware of the risks and possibility of injury involved, I consent to have my child/children participate in the programs offered by Thomas Gymnastics. In the unlikely event of injury, I waive and release all claims and liability I or my child may have against Thomas Gymnastics, its staff, and officers of the company.

Parent/Guardian Signature

Date:

 / /

Release(s)

CLUB WAIVER AND RELEASE

The staff of Thomas Gymnastics recognizes gymnastics, dance, cheer, basketball, volleyball, etc. to be dangerous sports. Any activity which involves height and/ or motion can cause injury. All instructors at Thomas Gymnastics take every precaution to ensure the safety of each student. While safety is our number one priority, students may suffer injury, possibly minor, serious, or catastrophic in nature. Thomas Gymnastics coaches and staff members are not liable for injuries sustained by students or spectators during the course of or in transportation to and from events. With this in mind and being fully aware of the risks and possibility of injury involved, I consent to have my child/children participate in the programs offered by Thomas Gymnastics. In the unlikely event of injury, I waive and release all claims and liability I or my child may have against Thomas Gymnastics, it's staff, and officers of the company.

Parent/Guardian Signature

Date:

 / /

PROGRAM GUIDELINES

I agree to contact Thomas Gymnastics if my child is absent from school and will not be attending the after-school program that day. Failure to notify will result in a **\$20.00 charge** to the students' account that must be paid when the student returns to the program. This is to avoid delays in pickup for all students.

If my child leaves school early due to illness or other event, a parent **must call** Thomas Gymnastics no later than 2:00pm. If parent fails to do so, your account will be charged **\$20.00**.

If my child is picked up **after 6:00 pm** there will be a \$20.00 late pick up fee. After 6:15pm, there will be an increase of \$1.00 per minute thereafter.

I also understand that a 2-week notice must be given to withdraw from the program or to inform the facility that your child will be absent for a given week. I understand that my account will be charged if a 2-week notice is not given.

Parent/Guardian Signature

Date:

 / /

WHAT WE'LL USE

Tools & Resources

01 ProCare

All parent's and guardians should download the app. You will have access to scan a QR code or use your 4-digit code. All authorized personal will have their own 4-digit code but does not have to download the app,

02 Afterschool Clubs

We will be offering NEW afterschool clubs for the 2024-2025 school year! Please be on the lookout for more information OR reach out to the Carolina Forest location, Directors.

03 Drive-Thru

Our Drive-Thru system will begin around 4:00pm. If you wish to pick your child up before 4:00pm, please park in a parking spot and step inside to our front desk. At 4:00pm, we ask during pickup you stop at the first set of double doors. You will be directed where your child is, from our drive-thru attendant.

Please reach out with any further questions!

Communication

Contact Details

✉ campmb@thomasgymnastics.com

☎ +843-353-1500

🌐 thomasgymnastics.com

Office Hours

📅 M - F 9:30am - 6:00pm

Response Time

🕒 24 - 48 hours except weekends