

ICE CHALET CLASS ATTENDANCE & REGISTRATION POLICIES

MAKE-UPS

(1) We value the relationship that our students develop with our teachers through regular, consistent interaction and instruction.

(2) We assign teachers at the start of each term based on the initial enrollment to ensure the best possible student-teacher ratio.

For these reasons, students are encouraged to make every effort to attend the specific class and day for which they are registered. Students will make the most progress by regular attendance and practice.

Students may make-up **one** class per term missed due to illness or personal conflict, but not just as a matter of preference. In order to attend a make-up class, students **must notify us several days in advance** (at least two days) so that we can be sure that we have the correct number of teachers on-hand. This is for the benefit of all the students, including the student doing the make-up.

If a student comes to do a make-up, but has not notified us in advance, they are welcome to skate **the practice session** for that day's classes (this will represent their free practice session for the week or they can pay \$ 3.50), but they will not be permitted to join the class. If only one student does this, it might seem like a negligible problem, but imagine if several students try to do this for the same class?

TRANSFERS

For the same reasons mentioned above (regarding make-ups), transferring to another class is discouraged. If a transfer is necessary, please consult the Skating School Director or Assistant Skating School Director so that the best possible arrangements can be made for the student requesting the transfer and the students in the class the student wishes to transfer to.

REGISTRATION AFTER THE START OF THE TERM

For Alpha classes and up, students may be added to classes during the first half of each term, and class costs will be pro-rated based on the remaining number of classes, but only if more than one week has been missed. If only one week has been missed, the student may arrange to make up that week by attending a different class -- the advance notice requirement is still in effect.

For Beginner/Pre-Alpha classes, students may be added to classes during the first two weeks of the term -- after that, they are asked to wait until the next Introductory classes are offered (usually every four weeks). If only one week has been missed, the student may arrange to make up that week by attending a different class -- the advance notice requirement is still in effect.

As long as students are registered for classes, even if the term has not yet started, they are also welcome to arrange for private lessons in the interim.