



Cape Cod Fencing Academy Student/Parent Contract

This contract is to be signed by both parent and child when training begins at Cape Cod Fencing Academy.

Attendance – Students must maintain consistent weekly attendance in the required amount of classes per week. If you miss class, you shall telephone in and leave a message on the Atlantic Coast Academy answering machine as to the reason of absence. Poor attendance will be noted and be a factor in class advancement.

Tardiness – We encourage promptness in all students. Classroom doors will close on the hour. Students may enter with permission until 10 minutes past the hour. Tardiness will be a factor in class advancement. (**Please note:** this rule is enforced for the physical well being of you or your child and to discourage interruption of class time).

Dress Code – All students must wear class uniform described in the enrollment forms. Hair must be pulled back into a ponytail. No outside shoes are allowed on our floors. Please bring an extra pair of sneakers for class. Fencing shoes are recommended. No oversized T- shirts, jackets, sweatshirts, or coats. Fencing equipment will be provided in some classes for beginning levels.

Class Placement – Class placement is determined by the instructors. Students are placed according to age, technical ability, physical strength, and emotional maturity.

Private Lessons – All private lessons are to be arranged through the academy and then scheduled through the instructor. Private lessons are to be paid to ACA.

Student Etiquette – Every student is expected to behave in a disciplined, responsible, and courteous manner while on Cape Cod Hip Hop / Atlantic Coast Academy of Dance / Cape Cod Fencing Academy premises, in theatres, meets, and events. Students are expected to be polite to each other as well as to the instructors, faculty, administration, and parents. Any disregard for student etiquette will result in a warning and be a factor in class participation and advancement. Further disregard or disruption will result in a parent teacher conference with an agreed upon consequence. Any consistently disruptive behavior will result in suspension. Any use of offensive language, drugs, alcohol, or tobacco products will result in dismissal. Any publication or video presentation of students, faculty, or our facility, presented on the web without CCFA, ACAD, CCHH&J, or 49 John Maki LLC's consent, will be grounds for immediate dismissal from our school without refund, and Legal action can and will be taken.

Competitions – Competitions are held throughout the school year. Competitions are both exciting for the students and beneficial to the development of their training. **If you are at a level to compete and wish to compete, you must provide your own equipment. Private lessons are required to compete.** In addition there is travel and lodging expenses that must be borne by a fencer's family – for good fencers this may mean travel out of state several times a year, for several days to Regional, Sectional and National competitions.

Tuition Payments – Tuition is payable in advance unless payment arrangements have been made with Secretary of Cape Cod Fencing Academy prior to first class. The application/ tuition contract is required for all students of Cape Cod Fencing Academy. **There is a \$35.00 charge for any check returned to us by the bank. Payments received after the grace period of 7 days, will be charged an additional \$10.00. Delinquent accounts of more than one month will result in denial of student's admission to class. Families with payment plans will be charged \$25.00 after the 15th of the month for late fees. Tuition is nonrefundable. A credit can be given for long term medical reasons.**

Withdrawal – The Registrar must be notified if a student is to withdraw from Cape Cod Fencing Academy. Withdrawal takes effect for a medical reason with a doctor's notification. Students are liable for tuition until formal notification has been given. Formal notification shall be in writing.

Registration Policy – Students register for 8 week sessions at a time. All students are registered for the completion of each session they add per school year. A non-refundable application fee of \$35.00 (Per year) is due with the application form. First tuition payment is due prior to first class. Application and tuition payments may be made by mail or in person. Payments can be paid by check or cash. We now accept credit cards!

I _____ agree to adhere to all rules and regulations of Cape Cod Fencing Academy as long as I am a student training at Cape Cod Fencing Academy.

I _____ agree to adhere to all rules and regulations of Cape Cod Fencing Academy as long as my child trains at Cape Cod Fencing Academy.

Date of contract ___/___/___