

# **THE TUMBLE TREE** *After School Cheer & Dance Classes*

\*\*\* Information updated 7/16/2024

*Thank you for signing up for classes with us! Please note that we have several programs that fall under The Tumble Tree and this information relates to After School Classes at our local elementary schools, only.*

**ALL OF OUR COMMUNICATION IS DONE BY EMAIL. PLEASE MAKE SURE THAT THE EMAIL ADDRESS WE HAVE ON FILE FOR YOUR FAMILY IS CORRECT. YOU CAN CHECK THIS BY LOGGING INTO THE PARENT PORTAL. YOU WILL MISS IMPORTANT ANNOUNCEMENTS AND NOTICES IF YOU DO NOT CHECK AND READ EMAILS SENT FROM US. PLEASE BE SURE TO CHECK YOUR JUNK OR SPAM FOLDERS AS WELL FOR ANY MISSED EMAILS.**

## **HOW DO THE STUDENTS GET TO US AFTER SCHOOL?**

The children will be reminded at dismissal that it is “cheerleading or dance day”. PLEASE BE IN CONTACT WITH YOUR CHILD’S TEACHER about your child’s involvement in our program. We recommend that you either send a note in their communication folder or an email to the teacher, letting them know that your child will be part of the chosen program so that all teachers are also aware about the change in dismissal! This is very important if they are a bus rider or a walker! It is the teacher’s responsibility to make sure they are going to the correct dismissal areas. Kindergarten students will walk together to us in the designated area escorted by a teacher. If children are part of after school care at the school, they will go to the aftercare program first, and then we will pick them up from that location. *(After the cheer or dance class is over, we will also return your child to the after school program when their class with us is finished.)*

## **DISMISSAL AND PICK UP FROM CLASS**

Schools ask that we limit parent walk-ins to ensure the safety of all students. We ask that you remain in the car rider line outside of your child’s school. We will give you a car rider pick up sign on your child’s first week of classes. From then on, you just place that sign in your front car window. This will let us know that you are an authorized pickup person and it will make the pick-up line go much faster at dismissal. If your child attends the school’s after school program, we will check them back in with the after school program after our class is finished. Please refer to the chart on the last page of this document for start dates, pick up location, and pick up times.

## **WHAT SHOULD STUDENTS WEAR TO CLASS?**

Each child will be given a t-shirt and a bow. We recommend wearing this along with shorts, leggings, sweatpants, etc. to class every week so they can move freely like in PE class. Sneakers and socks are most important! By wearing their t-shirt each week, it is also easy for the children to remember that they have their class with us after school. If they are not comfortable, it will be harder to fully participate. If your child’s school allows it, we recommend your child wearing their t-shirt and bottoms to school that day so that we do not waste time changing before class. \*\*\*The t-shirts will be ordered after we are able to determine which size everyone needs. Until then, the children can wear something comfortable that they can move in.

## **WHEN WILL MY CHILD RECEIVE THEIR SHIRT & BOW?**

We will place the order for shirts after the first two weeks of classes to ensure we have proper sizes for the order. They should receive their t-shirts sometime in October. Bows will be handed out along with the shirts when they come in, so they receive both items together. If a student is joining late, they may have to wait a few weeks for new materials to arrive. They will start receiving their different character value rewards a few weeks after classes start. \*\*If a child is enrolled in both a cheer and dance class, they will only receive one shirt and one bow. You may purchase additional shirts and bows by emailing [brittany.tumbletree@gmail.com](mailto:brittany.tumbletree@gmail.com).

## **WHEN DO CLASSES START?**

Our classes will begin the week of August 19th. However, students can enroll at any time throughout the school year up until the end of February.

## **WHEN ARE CLASSES OVER?**

Our classes last the duration of the school year with the last week of classes being May 12-16th. Students can disenroll at any time as long as a two week written notice is provided. This may be submitted through the parent portal or can be emailed to: [alex.tumbletree@hotmail.com](mailto:alex.tumbletree@hotmail.com). We do encourage students to continue with classes for the whole year since they will be prepared for their end of year recital that will happen in May.

### **WHEN ARE THERE NO CLASSES – HALF DAYS & HOLIDAYS**

If students do not have school due to a holiday or teacher workday, we will not hold classes. We also DO NOT hold classes on half days. If there is a weather issue that causes the school to close early, we will not hold classes. Throughout the year you may have fewer classes one month and then more classes in other months. We **DO NOT** prorate the tuition for these missed classes or for shorter months. Tuition for our classes is based on the number of days the students are in school, not by each month. We understand December is a short month, but we also spend several hours with the children for the parade this month. If we notice that certain schools have missed much more classes than others, we will extend classes in late Spring to prepare for the recital and those hours are made up then. The months of August and May will be prorated since classes will only be held for the second half of August and first half of May.

### **RULES & DISCIPLINE**

When a child is disruptive multiple times during a class, we will ask them to sit out until they are ready to rejoin their class and participate. We want the children to have fun, however they are also here to learn. Our rules are simple and similar to those the children follow in school – No talking when the instructor is talking, keep your hands and feet to yourself, and participate to the best of your abilities.

### **REGISTRATION FEE**

A registration fee is due at the time of your child's enrollment. This fee is \$20 per student, if registered by August 1st and \$40 per student if registered after August 1st. This registration fee will include a t-shirt and bow for each child.

### **TUITION PRICING**

After school tuition is due on the 1st of each month that your child is enrolled. Our classes begin the week of August 19, 2024 and go until the week of May 16, 2024. Tuition will be prorated for the month of August and the month of May based on the start and end dates for these months only. Tuition will not be prorated for any other months.

|                      | FIRST STUDENT   | ADDITIONAL SIBLINGS |
|----------------------|-----------------|---------------------|
| ONE CLASS PER WEEK   | \$60 per month  | \$50 per month      |
| TWO CLASSES PER WEEK | \$100 per month | \$90 per month      |

\*\*\* Please note that there are only certain schools that offer both a cheer and a dance class separately. Schools that only have cheer and dance “combo” classes are not eligible for the multi-class option or discount.

Tuition pricing is the same regardless of the weekdays there are in a month that a class is held.

### **STATEMENTS**

Statements will be emailed to you a few days before the 1<sup>st</sup> of each month. Please make sure the email you have on file with us is correct in order to properly receive your statement. We will not mail or deliver statements to class. It is your responsibility to pay tuition on time. Please contact Alex (info below) if you feel there is an error on your statement.

### **HOW TO MAKE YOUR PAYMENTS**

***A CREDIT OR DEBIT CARD IS REQUIRED TO BE PLACED ON FILE AT THE TIME OF ENROLLMENT. THIS CARD WILL BE AUTOMATICALLY DRAFTED ON THE 1ST OF EACH MONTH THAT YOUR CHILD IS ENROLLED.***

#### HOW TO SAVE A CARD ON FILE:

1. Log into your Parent Portal account by clicking the following link:  
<https://app.iclasspro.com/portal/tumbletree2015/login?next=tumbletree2015%2Faccount&nextQueryParams=%7B%7D>
2. Click “Payments” located near the top of the screen.
3. Scroll down and click “Add Payment Info” located under the “Payment Information” section. Then click “Confirm.”
4. Enter in all of your payment information, check the box that says “Opt-In to Recurring Billing” and click “Submit.”

All cards on file will be automatically drafted on the 1st of each month. If your card on file fails for payment, you will receive an automatic email letting you know. Please continue reading about late fees and enrollment removal below.

\*\*\* If you would ever like to pay using a different card than the one you have on file, you can do so BUT – You must log into the portal BEFORE the 1st of the month and manually make your own payment by inputting the card info that you want to use. YOU WILL STILL BE REQUIRED TO KEEP A CARD ON FILE. If your card on file expires or you get a new card you want to use instead, you can log into the Parent Portal, click on “Payments” and update your info there.

## **PLEASE NOTE – WE DO NOT ACCEPT TUITION PAYMENTS OVER THE PHONE. THESE MUST BE MADE THROUGH THE PARENT PORTAL ONLY.**

### **NON PAYMENT & REMOVAL FROM THE PROGRAM**

Any account not paid with auto draft or through the Parent Portal by midnight on the 1st of each month will receive a \$10 late fee on their account. You will receive an email notification letting you know if payment failed using the card you have on file. It is then the parent's responsibility to log onto the Parent Portal to manually make your payment.

If you do not have a card saved on file and also do not submit payment by the 5th of the month – Your child's enrollment will be dropped from the class. Payment in full must be received in order for your child to return to class with us. After school coaches and all school front desk staff are notified of any dropped students.

Please click on the link below to read through the steps that must be completed in order to have your child return to class with us:

[https://drive.google.com/file/d/1HNiek3a85gwxC\\_slZxopf4bAo59OSn5s/view?usp=share\\_link](https://drive.google.com/file/d/1HNiek3a85gwxC_slZxopf4bAo59OSn5s/view?usp=share_link)

***Any child that comes to class after they have been dropped from the class due to non-payment will not be allowed to remain in the class. The instructor will send the child back to their normal dismissal location to be sent home their usual way. Please follow the directions below to get your child re-enrolled.***

### **HOW TO ENROLL AGAIN AFTER BEING DROPPED FROM CLASS**

If a student is dropped from a class for non payment – It is the parent's responsibility to log into the Parent Portal and RE-ENROLL their child in the correct class. Any required fees due at that time must also be paid in full. This may include a past due payment fee along and/or a prorated tuition amount that may be due at the time of re-enrollment. ***\*\*\* Please note students without an active/current enrollment (and cleared balance) will not be allowed to remain in class. All students present in class must be officially enrolled in our Parent Portal with a zero balance.***

### **TO STOP CLASSES OR CANCEL ENROLLMENTS**

We will NOT stop your tuition charges, unless you let us know that your child will be discontinuing classes with us. You must give us two weeks (via email) notice prior to dropping your child from any class, event, or program. Notice should be sent to Tumble Tree Billing at the following email address: [alex.tumbletree@hotmail.com](mailto:alex.tumbletree@hotmail.com) You can also request a drop enrollment by logging into your Parent Portal account.

***\*\*\* If you do not give two weeks notice, you are STILL responsible for that current month's tuition. There will be NO REFUNDS given for that month. THERE ARE NO EXCEPTIONS. Verbal communication will not be accepted in regards to dropping your child from the program.***

### **RECITAL FEES**

There is a recital fee of \$35 per student every year. It will be due April 1st along with your April 1st tuition. You will be reminded that it will be drafted automatically with your April payment. The recital is held at the end of May. This is where each school performs several routines and earns a trophy. The recital is not mandatory – If you do not want your child to participate, please let Billing know before the April 1st draft. We do not charge any fees at the door for this event.

### **SPORTS YOU APP**

To make sure our Tumble Tree parents are up to date and current with all of the after school class news for our program, we will use an app called Sports You. Directions on how to download and use this app are listed on the following pages of this document.

### **THE TUMBLE TREE HELP DESK**

Your questions are important to us, however we have over 800 current students across our several programs – We created this new help desk feature to make sure you are getting the answers you need! Please utilize the link below so we can respond to your questions efficiently. Your request will be answered in the order it was received. Please allow for 24-48 hours for a response during busy times AND please do not leave multiple entries for the same question.

HELP DESK LINK → <https://www.thetumbletree.com/help-please>

**GENERAL PROGRAM INFORMATION | CLASS QUESTIONS**

Brittany Littlejohn-Moore, After School Director EMAIL: [brittany.tumbletree@gmail.com](mailto:brittany.tumbletree@gmail.com) PHONE: (803) 397-1327

*\*\*\*PLEASE MAKE SURE YOU HAVE BRITTANY'S EMAIL SAVED AS A CONTACT PERSON IN YOUR OWN EMAIL ACCOUNT. THIS WILL PREVENT MESSAGES FROM HER AND OUR EMAIL SYSTEM FROM GOING TO YOUR SPAM FOLDER.*

**BILLING & PAYMENTS | ACCOUNT QUESTIONS | REGISTRATION CHANGES**

Alex Hood, Billing Manager EMAIL: [alex.tumbletree@hotmail.com](mailto:alex.tumbletree@hotmail.com) PHONE: (803) 237-4995

*\*\*\*PLEASE MAKE SURE YOU HAVE ALEX'S EMAIL SAVED AS A CONTACT PERSON IN YOUR OWN EMAIL ACCOUNT. THIS WILL PREVENT MESSAGES FROM HER AND OUR EMAIL SYSTEM FROM GOING TO YOUR SPAM FOLDER.*

***WE HOPE YOUR CHILD ENJOYS THEIR CLASSES WITH US THIS YEAR -  
PLEASE CONTACT US IF YOU HAVE ANY QUESTIONS OR CONCERNS!***

***CONTINUE TO THE NEXT PAGE TO VIEW THE CLASSES WE OFFER AT EACH SCHOOL ALONG  
WITH THEIR PICK UP TIMES AND START DATES.***

# *After School Cheer & Dance Classes* – **SCHOOL INFO**

| SCHOOL                | DAY OF THE WEEK    | FIRST DAY OF CLASS | LAST DAY OF CLASS | PICK UP LOCATION                 | PICK UP TIME |
|-----------------------|--------------------|--------------------|-------------------|----------------------------------|--------------|
| Bethel Hanberry       | Cheer - Mondays    | Cheer - Aug 19     | Cheer - May 12    | Outside Gym                      | 3:30         |
|                       | Dance - Fridays    | Dance - Aug 23     | Dance - May 16    |                                  |              |
| Bookman Road          | Combo - Tuesdays   | Combo - Aug 20     | Combo - May 13    | Bus loop                         | 3:45         |
| Bridge Creek          | Combo - Tuesdays   | Combo - Aug 20     | Combo - May 13    | Car rider line                   | 3:45         |
| Catawba Trail         | Combo - Thursdays  | Combo - Aug 22     | Combo - May 15    | Car rider line                   | 3:30         |
| Forest Lake           | Combo - Mondays    | Combo - Aug 19     | Combo - May 12    | Car rider line                   | 3:45         |
| Killian               | Combo - Wednesdays | Combo - Aug 21     | Combo - May 14    | Front of the school              | 3:45         |
| Lake Carolina – Lower | Cheer - Mondays    | Cheer - Aug 19     | Cheer - May 12    | Car rider line – Kelly Mill side | 3:30         |
|                       | Dance - Thursdays  | Dance - Aug 22     | Dance - May 15    |                                  |              |
| Lake Carolina – Upper | Combo - Mondays    | Combo - Aug 19     | Combo - May 12    | Car rider line                   | 3:45         |
| Langford              | Dance - Tuesdays   | Dance - Aug 20     | Dance - May 13    | Car rider line                   | 3:30         |
|                       | Cheer - Wednesdays | Cheer - Aug 21     | Cheer - May 14    |                                  |              |
| Lonnie B Nelson       | Dance - Wednesdays | Dance - Aug 21     | Dance - May 14    | Car rider line                   | 3:45         |
|                       | Cheer - Fridays    | Cheer - Aug 23     | Cheer - May 16    |                                  |              |
| North Springs         | Cheer - Thursdays  | Cheer - Aug 22     | Dance - May 15    | Car rider line by cafeteria      | 3:45         |
|                       | Dance - Fridays    | Dance - Aug 23     | Cheer - May 16h   |                                  |              |
| Polo Road             | Combo - Fridays    | Combo - Aug 23     | Combo - May 16    | Car rider line                   | 3:45         |
| Pontiac               | Combo - Wednesdays | Combo - Aug 21     | Combo - May 14    | Bus loop                         | 3:30         |
| Rice Creek            | Combo - Tuesdays   | Combo - Aug 20     | Combo - May 13    | Car rider line                   | 3:30         |
| Round Top             | Cheer - Thursdays  | Cheer - Aug 22     | Combo - May 15    | Car rider line                   | 3:30         |



You've been invited to join

## The Tumble Tree (24-25)

Use your **unique access code** below and follow the instructions.

### Access Code

# PV93-87BS

#### Join via Website

##### New Users

1. From your computer, phone, or tablet, visit **sportsyou.com**
2. Click **Get Started** and enter your email
3. Go to your email and click **Confirm Your Email**
4. Click **Enter Access Code** to enter code, then finish setting up your account

##### Existing Users

1. From your computer, phone, or tablet, go to **sportsyou.com** and log in
2. In left column, click **Join Team/Group**.
3. Click **Enter Access Code** to enter code, then **Join Team** or **Join Group**

#### Join via App

##### New Users

1. On mobile device download **sportsYou app** from the **App Store** (iOS) or **Google Play Store** (Android)
2. Open the sportsYou app and tap **Create Account**
3. Tap **Enter Access Code** to enter code, then finish set up

##### Existing Users

1. On mobile device log in
2. In bottom tray, tap **Teams/Groups**
3. Tap **blue +** button, then tap **Join Team/Group**
4. Enter access code and click **Join**



visit us at [www.sportsyou.com](http://www.sportsyou.com)  
or in the app stores

