

# WELCOME TO THE GYMKIX ENRICHMENT ACADEMY!

2026-2027 School Year  
Updated June, 2026

At GymKix, we use sports and recreation to help children grow in confidence, character, and skills. We believe fun and learning go hand in hand, and we aim to encourage the best in every child by meeting them where they are and supporting their individual goals.

We want every family to get the most out of their time with us. Your child's safety and comfort are a top priority, and you are always welcome to check in or come into the activity rooms at any time. Just ask one of our directors — we have an open-door policy and value your involvement.

Please take a moment to read through this handbook so you're familiar with our policies and expectations. We're so glad to have you here!

**The GymKix Enrichment Academy (GKEA) will offer the following programs for ages Pre K - 5th Grade**

**After School Program:** 3:00 - 6:00 p.m. (includes school pick up)

**Summer/Holiday Camps:** 7:30 am - 5:30 p.m

## ● AFTER SCHOOL SAMPLE DAILY SCHEDULE:

3:15-3:50	Transported to GymKix (if needed)
3:50-4:30	Big Gym/Outdoor Playtime and Games
4:30-4:45	Homework & Snack
4:45-6:00	S.T.E.A.M, Crafts, and Outside Play
5:30-6:00	Parent Pick-up

## ● SNACKS/LUNCH

Parents are responsible for packing a snack and water bottle for their child each day. If your child is attending a full-day program or summer camp, they will also need to bring a lunch and two snacks. Please make sure all food items are packed ready-to-eat. GymKix staff are not able to prepare, cook, or heat, food for students. GymKix has a drinking fountain available at all times for students, and snacks may also be purchased from Trophy's Health Bar when available.

**NO FOOD DELIVERY IS PERMITTED. This includes DoorDash, Uber Eats, Favor, restaurant deliveries, or parent-scheduled food deliveries.**

We are excited to offer **Trophy Snacks** for our after school kids!

To participate, simply scan the QR code and complete the form **before Monday each week.**



## ● GYMKIX PROGRAMS & ATTIRE

**\*\* Children under the age of 7 yrs. need to have a spare set of clothes packed or left at the gym (in case of accidents).**

GKEA children participate in a wide variety of activities each day. Please be sure to send your child with **socks and tennis shoes**. **NO JEANS** are permitted in the gym room. If your daughter is wearing a dress please send clothes they can change into or shorts to wear under their dress. Children enrolled in GymKix classes will need to bring their class attire for the day if it is during their GKEA program time. **If your child does not have the correct attire, they may not be able to participate in class that day.**

GymKix offers a wide variety of optional activities including dance, gymnastics, cheer and ninja all in one convenient location. Please see the front office for specific details on classes available. Parents are responsible for notifying GKEA staff of any classes your child attends at GymKix. When your child is enrolled in GKEA they will receive a \$20 per month discount on all **recreational** classes **during the school year**. The **discount for classes will be effective the following month if registration is received after class payment has already been made (no credits will be given for class payments made prior to GKEA registration).**

## ● TRANSPORTATION FOR AFTER SCHOOL & FIELD TRIPS

All GymKix Enrichment Academy drivers are safe and experienced. Additionally, all vehicles are routinely inspected and maintained. All students must wear seat belts at all times while traveling.

Safe transportation from school to GymKix is our first priority! We strive to provide timely transportation to as many schools as possible for the convenience of our families. Our pick up schedule is very precise and requires us to be on time both arriving and departing from each school, therefore, we ask for your full cooperation.

In order for GymKix to be able to pick your child up from school, you will have to notify their school and sign GymKix up as an authorized method of pickup. Your child will have a designated place at their school to wait for the GymKix vehicle. In the event that there is a delay in pick up time the school is notified. Any early release times will be covered by the Gymkix bus.

GymKix will offer pick up at the following Copperas Cove/Lampasas elementary schools:

- Taylor Creek
- Clements/Parsons
- Martin Walker
- House Creek

**The following schools will drop off at GymKix::**

- Mae Stevens

## ● PARENT PICK-UP

Although we love your children, they need to be picked up no later than their scheduled pick-up time. There is a **\$25 late fee for late pick up (up to 7 pm)** and **then \$15 per 15 minutes thereafter.** **YOU MUST CALL AND GET THE LATE STAY APPROVED AS IT IS NOT ALWAYS AVAILABLE!**

If your child has a class at 6:00 p.m. we will escort them to class, however, they must still be signed out by the parent. If you are not there at the end of their class, you will be charged a late pick-up fee.

For security reasons, it is very important that you sign your children in and out. Children **will not** be released to anyone whose name does not appear on the registration form. Please include the names of all those you wish to be able to pick your child up. If an emergency comes up, please call and notify us or send a note with your child. **The person picking the child up may be asked to show a picture ID to take the child if the staff are not familiar with you – this includes parents and close relatives.**



In the event that your child's schedule changes and you **DO NOT** need GymKix to pick up your child (due to illness, absence, extracurricular activities, tutoring, etc.) you **MUST** notify **GymKix via phone/text (254-542-2600), email (michele@gymkix.com), or the GymKix After School BAND Chat. Notifications must be made by 2:00 p.m.** If you fail to notify GymKix of your change in schedule, your account may be billed **\$7.50**.

## ● SCREEN TIME POLICY:

At GymKix, we prioritize interactive activities over screen time. Movies or video games are only included if they match our theme and encourage meaningful engagement. Rest and relaxation are also essential for our kids' well-being.

It has been our experience that tablets, iPads, and other toys from home can be a huge distraction at GymKix, therefore we prefer for students to leave them at home. Please speak with a staff member about your child's usage of personal devices as we do not permit them to be used during our care. **If children bring items from home, we are not responsible for them being lost, broken or stolen.**

## ● CUSTODY, COURT ORDERS, FAMILY STATUS

GymKix encourages parents to be actively involved in their child's activities and education. In providing care for a child, we require continuing and meaningful contact with both parents. Therefore, GymKix will not prohibit parents from accessing records, attending activities, or participating in conferences related to their child unless required by court order or law.

GymKix will deny a parent access to their child only if there is a legal document that addresses that denial. In such cases, we require the following:

- A certified copy of the current court order stating the rights or restraints ordered.
- A letter from the custodial parent stating that the non-custodial parent is not allowed to pick up the child.
- A photo of the non-custodial parent to assist with identification.

***We cannot accept information regarding the validity of orders over the phone; only legitimate written instruction will be accepted.***

Visitation schedules and parenting plans are agreements made between parents and are not binding to GymKix. The school will release a child to either parent in accordance with school policy, unless otherwise directed by a valid court order. Visitation with the non-custodial parent may not take place at GymKix.

GymKix discourages parents from involving school staff in disputes over custody, visitation schedules, child support, and other related issues. Staff members must focus on providing children with the highest level of care.

To do so, they must maintain good relationships with both parents and should not be asked to support one parent over another. Staff will not testify or otherwise participate in a custody dispute in their capacities as school employees unless served with a subpoena.

Often, child records can provide the same information as the testimony of a staff member, and parents have access to these records by law. Parents are encouraged to use these records rather than staff testimony in resolving these types of disputes.

## ● COMMUNICATION

Communication is so very important to us at GymKix. We want you to have direct and convenient access to our Directors and be able to see the fun activities your child is participating in at GymKix. **We have set up private BAND Groups for our GymKix After School Families & Summer Campers! There is a QR code to scan in this packet to join the group(s). You can also e-mail [michele@gymkix.com](mailto:michele@gymkix.com)**

## ● BEHAVIOR POLICY

At our GymKix, we aim to foster a comfortable and harmonious environment for all children. Each child is responsible for their actions, guided by positive discipline techniques. We have a zero-tolerance policy for profanity, violence, or property damage, and parents must sign a behavior policy agreement before enrollment.

If a child poses a safety risk, parents will be notified for immediate pickup. We address behavioral issues by attempting redirection or removing the child from the conflict. If problems persist, we'll communicate with parents and may arrange a meeting with the Director to find a resolution. In severe cases like repeated bullying or violence, suspension or dismissal may be considered.

While we prioritize creating an inclusive atmosphere, if a child requires excessive individual attention, our program may not be the best fit. Please discuss any concerns about your child's behavior with our staff for the best course of action.

We will do our best to handle all situations at GymKix. If parents are called during the day, it would be because of a situation that we feel puts other students or staff at risk. We reserve the right to send children home when we feel they are not acting in a safe or healthy manner and are not willing or able to change their behavior. **NO CREDIT WILL BE GIVEN WHEN THIS OCCURS.**

**We reserve the right to expel children from GKEA any time we feel it is necessary for safety reasons or if we feel that the structure and environment of our program cannot reasonably meet a child's needs.**

## ● ILLNESS POLICY

A safe and healthy environment is important for all children. This policy is designed to decrease transmission and protect the health of your child, the other children, and the staff.

- Hand washing & Antibacterial Gel will be routine for all students.
- The environment and equipment will be cleaned on a routine basis and as needed.
- If a child should become ill while at GymKix, the child's parent/guardian will be notified and given a specific time frame in which to pick the child up.
- Any ill child will be separated from the other children and be made as comfortable as possible.
- The staff member will make the final decision about continued care for the ill child based on:
  - Exclusion list (some diseases require exclusion)
  - Head lice (child must be out 48 hours after final treatment)
  - Chicken pox (child must be out until all blisters have scabbed)
  - Undiagnosed rash or hives
  - Flu (24 hours from last symptoms)
  - Conjunctivitis (Pink Eye) (24 hours from first medication)
  - Child's ability to participate in routine activities.
  - Increased risk of disease transmission
  
- **Do not** bring your child if they have had diarrhea, vomiting, a bad cough and/or fever (100 degrees oral or 99 degrees auxiliary (armpit) in the past 24 hour period.) Child must be symptom-free for 24 hours without the aid of medication before returning.
- If your child should exhibit any of the above symptoms, a parent or emergency contact will be called and asked to pick up the child immediately.
- Please notify a staff member if your child is diagnosed with or has been exposed to an infectious disease.

Emergency planning is a must. Please have a plan ready in case your child should become ill at GymKix. For the safety and health of staff and other students **we cannot** allow a sick child to remain at GymKix.

## ● CLOSURE POLICIES:

**Federal Holidays:** GymKix Enrichment Academy is CLOSED and no discounts are given.

**Early Release Days:** GymKix Enrichment Academy provides care for ALL EARLY RELEASE DAYS at no extra charge including early bus pick up.

**Teacher Work Days/Student Holiday/Bad Weather Make Up:**



GymKix Enrichment Academy will prorate your weekly tuition on the weeks that have a teacher workday/student holiday (for LISD & CCISD schedules only).

There are no discounts given for bad weather days when the schools are closed.

We will offer day camps on select closure dates, please see your school district calendar included in this packet for the days camps are offered.

There are LIMITED spaces in these camps as they are open to all of our members. Please register early via Iclass Parent Portal under Camps.

## ● PAYMENT POLICIES

GymKix Enrichment Academy tuition is as follows:

<b>After School Only:</b>	\$98 per week*
<b>Summer Camp:</b>	\$199 per week / \$179 additional children
<b>Full Day Camps:</b>	\$55 per day

*\*The After School weekly fee includes transportation and early release days. Please see the closure policies for specific information on holidays and teacher workdays. Tuition is charged based on enrollment not based on attendance. No refunds are issued for absenteeism or for inclement weather. No credit will be given on a daily basis.*

### **After School Tuition Policies:**

- GKEA tuition will be auto-debited **every Friday evening.** **No spot is guaranteed until payment has been received.**
- If payment is declined, a \$10 - \$25 late/NSF fee may be assessed to your account. Your child may not return for care until your account is paid in full, including all late fees.
- In order to maintain an acceptable staff-to-child ratio, NO child will be accepted without prior registration. Registration is only accepted at the front office and is based on availability.
- If you would like to drop before the end of the school year, a 2-week notice is required to avoid being charged for the upcoming week.

The following is due at the time of registration for our GymKix After School Program for the school season starting in 2026.

**All Districts/Schools:**

- \$50 Family registration fee (if your family is not currently a GymKix member).
- \$75 Annual supply fee per family (After School Only)

**CCISD:**

**BEFORE SCHOOL STARTS:**

- \$196 Non-Refundable deposit per child. This payment will be applied towards the first week (August 17th-21st) and last week of school (May24th - 26th) or used towards any past due account balances.

**AFTER SCHOOL STARTS**

- \$196 Non-Refundable deposit per child. This payment will be applied towards the first week and last week of school or used towards any past due account balances.

**LISD (Taylor Creek):**

**BEFORE SCHOOL STARTS:**

- \$235.20 Non-Refundable deposit per child. This payment will be applied towards the first week (August 13th and 14th & August 17th -21st) and last week of school (May 17th - 20th) or used towards any past due account balances.

**AFTER SCHOOL STARTS:**

- \$196 Non-Refundable deposit per child. This payment will be applied towards the first week and last week of school (May 17th - 20th) or used towards any past due account balances.



Scan to fill out registration packet online

**GymKix**  
AFTER SCHOOL PROGRAM

**GymKix After School**  
Welcome! Please join us to stay connected!  
[Scan this QR code and join!](#)

**GYMKIX**  
SUMMER  
CAMPS

**GymKix Summer Camps**  
Color your summer with fun at GymKix! Our summer camp information will be posted...  
[Scan this QR code and join!](#)



## GymKix After School Closure Dates

**Copperas Cove ISD / Early Out Pick Up Time: 1:15 p.m.**

TBA	Meet the Teacher	Time TBA
August 17th	First Day of School	
September 7th	Labor Day	GKEA Closed / GymKix Closed
September 21st	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
October 9th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
October 12th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
October 30th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
November 11th	Veterans Day	Optional Day Camp: 7:30 am - 5:30 pm
November 20th	Early Out	Pick Up at 1:15 p.m.
November 23rd - 27th	Thanksgiving Break	
December 18th	Early Out	Pick Up at 1:15 p.m.
December 21st - Jan. 3rd	Christmas Break	GKEA Closed (GymKix open Dec. 21st)
January 4th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
January 18th	MLK Holiday	Optional Day Camp: 7:30 am - 5:30 pm
February 12th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
February 15th	Bad Weather Make-Up Day	Schedule TBD if used by CCISD
March 15th - 19th	CCISD Spring Break	Optional Camp: 7:30 am - 5:30 pm
March 26th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
April 2nd	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
May 7th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
May 10th	Bad Weather Make-Up Day	Schedule TBD if used by CCISD
May 26th	Early Out / Last Day	Pick Up at 1:15 p.m.



## GymKix After School Closure Dates

Lampasas ISD / Early Out Pick Up Time: 12:15 p.m.

August TBA	Meet the Teacher	Time TBA
August 13th	First Day of School	
September 7th	Labor Day	GKEA Closed / GymKix Closed
September 14th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
October 12th - 13th	Fall Break	Optional Day Camp: 7:30 am - 5:30 pm Open
October 14th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
October 26th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
November 11th	Veterans Day	Optional Day Camp: 7:30 am - 5:30 pm / Open
November 23rd - 27th	Thanksgiving Break	
December 21st - Jan. 3rd	Christmas Break	GKEA Closed (GymKix open Dec. 21st)
January 4th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
January 8th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
January 18th	MLK Holiday	Optional Day Camp: 7:30 am - 5:30 pm / Open
February 5th	Student Holiday	Optional Day Camp: 7:30 am - 5:30 pm
February 15th	President's Day	Optional Day Camp: 7:30 am - 5:30 pm / Open
March 8th - 12th	LISD Spring Break	Optional Camp: 7:30 am - 5:30 pm
March 26th	Bad Weather Make Up	Optional Camp if not used by LISD
May 20th	Last Day of School	

# Provider's Guide to Parent's Rights

Senate Bill 1098 from the 88<sup>th</sup> Legislative Regular Session added Section 42.04271 to the Human Resources Code and states that a parent or guardian of a child at a child care facility has the right to:

- Enter and examine the child-care facility during its hours of operation and without advance notice;
- File a complaint against the child care facility;
- Review the child care facility's publicly accessible records;
- Review the child-care facility's written records concerning the parent's or guardian's child;
- Receive inspection reports and information about how to access the child care facility's online compliance history;
- Have the facility comply with a court order that prevents another parent or guardian from visiting or removing the child;
- Be given the contact information for the child care facility's local Child Care Regulation office;
- Inspect any video recordings of an alleged incident of abuse or neglect involving their child provided that:
  - Video recordings of the alleged incident are available;
  - The parent or guardian does not retain any part of the video depicting a child that is not their own; and
  - The parent or guardian of any other child in the video receives prior notice from the facility;
- Obtain a copy of the facility's policies and procedures handbook;
- Review the facility's staff training records and any in-house training curriculum; and
- Exercise these rights without receiving retaliatory action by the facility.

## Required Notifications

- The child care facility must provide written notice to the parent or guardian of any other child captured in a video before allowing a parent to inspect a recording.
- The child care facility must provide a parent or guardian with a written copy of the rights no later than the child's first day at the facility.

## Helpful Tips

Since a parent may perceive an action taken by a child care facility as retaliatory, keep in mind:

- Documentation is essential in supporting your actions; and
- Follow the suspension and expulsion policy outlined in your operational policies and update your policy, if needed.



# Texas Health and Human Services Commission

## Form 1099 – Operational Discipline and Guidance Policy

Discipline and guidance must be individualized and consistent for each child. It must be appropriate to the child's level of understanding and directed toward teaching acceptable behavior and self-control.

### Acceptable Discipline and Guidance Practices

- Encouragement of positive behavior
- Clear and positive expectations
- Redirection
- Brief supervised separation (time-out), limited to 1 minute per year of age

### Prohibited Discipline Practices

- Corporal punishment or threats
- Punishment related to food, naps, or toilet training
- Humiliation, yelling, or harsh language
- Isolation in locked or dark areas
- Physical restraint not allowed by standards

### Sign on the online confirmation form

Child's Name:	
Parent/Guardian Signature:	
Date:	
Employee Signature:	
Date:	