

JCCSF Youth Ceramics Classes Registration Information & Policies

Welcome to the JCCSF Spring Youth Ceramics Classes. We hope that you enjoy your experience in the program. If you have any questions regarding your class or these policies, please contact the Family Life Department at ceramics@jccsf.org.

PAYMENT & REFUND POLICY JCCSF

Spring Youth Ceramics Classes fees are paid in full at the time of registration. Once a payment is processed, the following refund policies are in effect:

The last day to request a full refund is December 15, 2023.

A 50% refund can be requested from December 16, 2023 through the first day of class.

We do not offer makeup classes, refunds or credits for missed classes.

Should a significant emergency/medical condition occur which precludes the student from participating in a class for which they are registered, a prorated credit may be issued after the receipt of appropriate documentation at the discretion of the JCCSF Family Life Department. Please contact the department for more information.

Financial Aid is available, please indicate this in your registration.

SESSION REGISTRATION & SCHEDULE POLICY

Registration and scheduling are handled online through My Account on the JCCSF website or by the JCCSF Family Life Department. If you have trouble logging in, you can contact us at support@jccsf.org or call 415.292.1200.

Session fees are based on nineteen (19) class offerings within the session. There are two class options per age group during the session.

Session dates: January 8 – May 24 (no classes April 8 - 12). Some classes have additional sections that fall on a holiday; class will not take place on that day and the proration is built into the price.

Minimum enrollment for any class session is six (6) students. If a particular class session falls below that number, the JCCSF reserves the right to cancel that class session. All reasonable attempts will be made to find another class session for your child.

All class participants must complete a JCCSF Youth Activities Consent and Release of Liability Waiver before participating in their first class. This form is available through your account on My Account and is valid for one year from the time of confirmation via registration.

WAITLIST POLICY

Waitlists will be available for all classes. Additional spaces will be determined based on demand and Family Life Department resources.

Waitlisted families will be notified by email as spaces become available.

Acceptance of a waitlisted spot is required within 24 business hours.

If no reply is received within 24 business hours, the spot will be offered to the next family on our waitlist.

CLASS PARTICIPANT POLICIES

On each class day, Youth Ceramics Class participants should check in the art studio on the 3rd floor of 3200 California Street.

A parent or caretaker (over the age of 18) must be present in the JCCSF during class time for child supervision and emergencies. Caregivers must arrive at the art studio to pick up their participant by the time class is over. If a caregiver is late to pick up a participant more than two times, the JCCSF reserves the right to remove the participant from the program. If the participant is removed for this reason, there will be no refund given.

Participants should enter the art studio no earlier than five minutes prior to the start of their class time. Please be mindful of the sessions occurring before and after your class session.

JCCSF ART STUDIO POLICIES

The following policies are intended to maintain the condition and environment in the art studio to be enjoyable and positive for all participants. Please help us by following these policies. Thank you in advance for your cooperation.

Please do not bring food, drinks (including sports drinks and coffee) or chewing gum into the art studio. Bottled water is allowed in the art studio and water fountains are available in the hallway directly outside.

Only trained JCCSF Staff may move or operate the art studio equipment.

All artists age 12 and under must be escorted to the JCCSF art studio on the 3rd floor by a parent or caregiver. Artists must also be picked up in the art studio after practice. It is not permissible to drop your child off at the curb on California Street and allow them to walk to the art studio by themselves. This policy is in place for the safety and security of all JCCSF members, visitors and staff. We appreciate your cooperation.

ACKNOWLEDGEMENT & AUTHORIZATION

By enrolling in the JCCSF Youth Ceramics Classes and agreeing to this form, I acknowledge that I understand and agree to the JCCSF Youth Ceramics Classes Policies including: Payment, Cancellation and Refund, Registration, Scheduling, and Participant Art Studio Policies. I also understand that my registration is contingent upon completion and receipt of payment confirmation and completion of the JCCSF Youth Activities Consent and Release of Liability Waiver.

I authorize the JCCSF to initiate a charge to the credit or debit card linked to this registration for JCCSF Youth Ceramics Classes payment. I have the right to stop payment on an ACH/eCheck debit by notifying my bank. This, however, does not void my contract with the JCCSF Youth Ceramics Program to fulfil my payment commitment and I am obligated to pay by some other method. The processing date for debit cards may vary due to banking procedures, and if charges are returned, they will be subject to a late fee.