

The Cooking Castle Policies

We value you as a patron and student. In order to ensure that everyone has the best “Cooking Castle” experience, we ask that you please read and adhere to the following guidelines. Thank you!

- If parents or family members have any questions or concerns about their students’ program or progress, we encourage communication with the instructor or Chef Julie. We will do all we can to ensure that each student is learning, progressing and enjoying their class.
- If a student has special needs, be sure to let us know when enrolling.
- If you have a special request for a particular art project that is not a part of The Cooking Castle class curriculum, please discuss with the instructor to be sure it meets the student’s proper skill level. A private lesson may be arranged if we can’t work it into our program.

Tuition (Does not apply to camps)

- Classes are only paid for monthly (not by the class). The fee stays the same for months that have either three, four or five weeks of lessons.
- Tuition is due the first of the month to secure the student's place for the following month. If tuition is not received on time, the student's place cannot be guaranteed.
- Unless prior arrangements are made with us, if a student's tuition is not paid by the 10th of the month it is considered past due and a \$10 late fee will be added.
- Tuition credit is not given for missed classes.
- Tuition is not transferable from one month to another due to poor attendance or any missed classes.
- If a student registers for classes later than the first week of the month, tuition will be prorated for that month.

Cancellations and Make-Ups

- Please notify us in advance if your student will not be re-enrolling for the next month. You will be billed for the following month if we have not received notice of cancellation in advance.
- We do our best to accommodate missed classes but it is not always guaranteed. Most of the time, a make-up can be arranged if it is scheduled within a week of the absence.
- Please be prompt to class. Students are encouraged to arrive ten minutes prior to the start of class to begin setting up. Late students may miss important instructions.
- Please make every effort to attend your regularly scheduled class.