



GEPPTS CROSS JUNIOR FOOTBALL CLUB

1. Introduction

Gepps Cross Junior Football Club is committed to:

- -Maximising every eligible child's opportunity to participate in playing football at Gepps Cross.
- -Affordability of fees to parents and caregivers
- -Responsible financial management
- -Application of the fees policy in a non-discriminatory manner
- -Fair negotiation of late or non-payment of fees
- -Maintaining confidentiality within the committee in regard to parents and caregivers' financial circumstances.

2. Purpose of this policy

The purpose of this policy is to:

- Inform parents and caregivers of the normal rates, method and options for payment of fees
- Provide a fair and manageable system for dealing with failure to pay or inability to pay outstanding debts.
- Inform parents and caregivers of the rights and responsibilities of the Club in the settling and collection of fees
- Inform parents and caregivers of the procedures should they experience difficulty in paying
- Inform parents and caregivers of the consequences and procedures where persistent non-payment occurs and no other arrangement is made

3. Key responsibilities and authorities

The Committee is responsible for:

- Setting the fees for each year
- Maintaining the fee policy
- Approval to substantially alter or waive fees
- Make the final decision to stop a player from being eligible to play – no pay no play

The Treasurer is responsible for:

- Banking of fees

- Reporting issues and arrangements to the committee
- Negotiating a solution to payment problems with individual families. This will be done on an individual basis. All information will be treated confidentially.
- Recommending solutions for payment collection to the committee

The Coaches and Team Managers are responsible for:

- Following up on unpaid fees
- Advising the Treasurer of any payment issues that they are made aware of and advocating on behalf of players and families for the committee to consider fee reduction or waiver.
- Enforcing 'No Pay No Play'

4. Fee Setting

Fees shall be set on an annual basis or as required by the Junior Football Club. This will take into account:

- The running costs of the club including insurance, affiliation fees, provision of medical support on match days etc.
- The purchase and maintenance of equipment
- Families who have more than one player registered with the club
- Parents or caregivers who take up the State Government Sports Voucher for eligible players

8. Fee Payment

Fees must be paid by the player's 3rd game of the season unless otherwise negotiated with the Committee.

Sports Voucher details must be made available during online registration by this time. If Sports Voucher details are not uploaded online or a paper voucher is not filled in then the full amount of registration will be due and payable by the player's 3rd game.

Payment arrangements made with the Treasurer must be finalised by the player's 8th game.

Payment methods include Cash, Bank Transfer, and Online payment during registration.

9. Insurance

Non-financial members are not covered by the club or SANFL insurance

10. Non-payment of fees

Fee payment is mandatory and the committee has the discretion to prevent a player from playing games for non-payment of fees (No Pay No Play)

Families owing fees from the previous year will be sent a letter by the Treasurer in the two months after registration has opened advising them that outstanding fees must be paid before a player can play in the next season. This letter will include a copy of the fee policy.

Parents should approach the Committee, Coach or Team Manager if they are having difficulty with payment of fees as the club has a process for negotiating alternative arrangements.

Players with unpaid fees will not be eligible for presentations at the end of season and will not be eligible to play in finals.

11. Procedure for collection of late fees

- A letter and a copy of the Fees Policy will be sent to those parents who have not paid their fees by the due date. They will be given 14 days to make payment or contact the Treasurer to make alternative payment arrangements. They will be informed that failure to pay or make contact with the Treasurer will result in the player not being permitted to play matches (No Pay No Play)
- If payment is still not made the Treasurer will make a recommendation to the Committee on how to proceed. The committee will consider things such as – has the person always previously paid on time? Is there a reason to suggest whether they are either unable or unwilling to pay? Is this consistent with other behaviour? The Committee will determine whether the fees will be waived in part or full or if full payment is required.
- In the instance of a parent or caregiver still refusing to pay after having been given all of the facts the parent or caregiver will be advised that their child will be stopped from participating in matches and a date given for this to occur. This will be put in writing to the parent.

12. Alternative arrangements

The following may be adopted by the Treasurer to secure payment of fees and assist families to participate in the club:

- Payment by Instalments – parents or caregivers may negotiate to pay fees on a weekly/fortnightly/monthly payment plan. If this occurs then a payment plan needs to be set and agreed upon including when payments will be made and how much they are. The payment plan will be put in writing and the Treasurer will need to confirm to the Committee that payments are being made as agreed to. Failure to make payments without advising the Treasurer of the details will result in the Procedure for Collection of Late fees being enacted.
- Reduced Payment – The Committee may decide to set a reduced fee based on the Family's individual circumstances. This may be paid in full or in instalments as above.