

HALLETT COVE SCOUT GROUP

FEE INFORMATION & POLICY

AIM AND APPLICATION

This policy aims to ensure that all members of the Hallett Cove Scout Group understand their responsibility in relation to fees, the processes involved and the opportunity for and application of fee discounts.

SCOUTS AUSTRALIA - SA BRANCH ANNUAL MEMBERSHIP FEE

The annual membership fee includes a mandatory State administration cost and insurance with Scouts Australia – SA Branch. This is payable as soon as a member wishes to join the Group and every year or part thereof, upon the anniversary of joining. Please note that this is a non-refundable cost. This cost is reviewed on an annual basis by Scouts Australia – SA Branch.

When you or your children first join the group the total annual membership fee is included in your initial enrolment fee and is paid to Scouts Australia by Hallett Cove Scout Group. Membership is invalid unless payment of all fees has been received. No member can participate in any scouting activity without a valid membership.

GROUP TERM FEES

In addition to the annual membership fee payable to Scouts Australia - SA Branch, our group requires payment of group term fees. This is not unusual and all other scout groups require term fees to be paid.

The term fees cover the youth section expenses e.g. badges, awards, certificates, craft materials, program resources etc.

The term fee also includes the cost of a District Levy. Payable once a year, per youth member to help cover the costs involved with events organised by Hills to Coast District.

The Group must also meet the costs of purchase and maintenance of equipment, building and grounds maintenance and meet the running costs such as telephone, insurance, leader training and uniforms.

HOW DO WE INVOICE FOR TERM FEES?

The group fees are determined by the Group Committee and are subject to an annual review. We are a non-profit organisation; we rely upon the timely payment of fees in order to function.

Invoices will be issued at the beginning of each term to each 'Member Family', (i.e. multiple children within one family group will be managed as one account). The amount on the invoice includes the fees payable to Scouts Australia and the group fees.

Fees are charged on a term by term basis and are non-refundable. Fees are due by week 5 of each term. Reminder invoices will be issued after week 5.

METHOD OF PAYMENT OF FEES

Fees can be paid by Cash, Cheque or EFT. The term fee invoice and payment should be placed in an envelope with 1) Member name 2) Section 3) Amount written on the front. The envelope should be handed to a Leader who will issue a receipt immediately. Please use exact money. Change will not be given - it will be applied as a credit to the next term fee invoice.

Receipts will be issued for cash and cheques and placed in the Family's pocket. Receipts will not be issued for electronic payments.

TERM FEES WHEN ABSENT OR FOR PARTIAL ATTENDANCE

If a member misses any number of section nights the group is under no obligation to refund term fees or give any discount on future fees. If it is known in advance that a leave of absence is to be required, for example, an extended holiday then the Group Committee can consider a request for a reduction in term fees but the appropriate portion of the annual membership fee payable to Scouts Australia – SA Branch will still be payable.

Upon joining, the full term fee is payable as well as other joining costs. Eg Scarf and woggle etc. In the event a child begins 'Come 'n' try after week 5 of any term, then that child will only be invoiced for a half term payment at the beginning of that child's 2nd term. Full term fees are payable beyond this.

NON-PAYMENT OF FEES - INVESTITURE, CAMPS, EXCURSIONS AND ACTIVITIES

No member may be invested into the group unless payment of all fees has been received; when fees are paid the member is considered to be financial.

No member can attend camps, excursions or other activities requiring payment if the member is not financial. If payment is received for camps, excursions or other activities when there are outstanding term fees due, the Committee has the right to apply that payment towards the outstanding term fees.

Leaders and the committee have the right to refuse to award badges or give invitations to activities if the member is non-financial.

NO PAY=NO PLAY

The Group Committee will assist the Treasurer to enforce this policy and will advise leaders when a member is non-financial.

TERM FEE DISCOUNTS

Leader's child: upon joining and for Term 1 of every subsequent year, annual membership fee payable to Scouts Australia - SA Branch and our group term fees are to be paid in full. The remaining terms for that year are provided at no charge for the first child and the 2nd and subsequent children are charged at the discounted rate. If a family has more than one leader at the group and more than one child each leader gets a 'Leader's Child' discount.

Parent Helper's child discount: Annual membership fee payable to Scouts Australia - SA Branch and our group term fees are to be paid in full upon joining then receive a \$10 discount each term thereafter, with the exception of the 1st term of every year for the duration of service.

Family discount: A family having more than one child at the group is entitled to receive a \$10 discount on fees for each subsequent child, with the exception of the 1st term of every year.

Committee member discount: Active committee members receive a discount of \$10 per term, while active, with the exception of the 1st term of every year. This discount applies after 1 complete term of service.

Fundraising discount on term fees: Discounts will be applied to term fees as determined by the committee from time to time.

Fee discounts are not applicable if the member or leader is on a leave of absence.

NB: If more than one position is held, fee discounts only apply to a maximum of \$10 per term. (With the exception of uniformed Leaders.)

REFUNDS AND MEMBERSHIP CANCELLATION

No refunds will be given unless in special circumstances the Committee considers it appropriate to do so.

HARDSHIP

Hardship requests will be handled confidentially on a case by case basis. Members may wish to speak to their section leader or the Group Leader. The final decision rests with the Group Committee. In these cases fees may be paid by instalments under a mutually agreed payment plan.

GROUP COMMITTEE DISCRETION

The Group Committee reserves the right to amend this policy and exercise its discretion in the application of this policy. Any special requests for consideration by the Group Committee can be discussed in person initially with the Group Leader. The final decision rests with the Group Committee. The Committee may ask for such requests to be made in writing for consideration by the Committee.

FUNDRAISING INFORMATION & CREDIT POLICY

AIM AND APPLICATION

This policy aims to ensure that all members of the Hallett Cove Scout Group understand their eligibility to contribute to and benefit from fund-raising activities. This policy shall apply to all members and leaders of the Group.

GENERAL

From time to time the Group will organise fundraising events either for the benefit of the Group and its members or for charity, your support at these events would be appreciated.

The Committee will from time to time reward fund-raising by giving a fund-raising term fee-discount or credit.

The Group Committee is largely responsible for fundraising. Their role is to organise specific fundraising events and to organise a team of volunteers to support the Fundraising Coordinator of specific events.

Funds raised will be distributed between 'The Group', 'The Member' and 'The Section' depending on the style of event and amount raised. This will be decided on a case by case basis and at the discretion of the Committee.

MEMBER TERMINATION

Upon members terminating membership with the Group, any fundraising credit will transfer to general Group funds. Fundraising credits are not transferable for cash, membership fees, or to another Member Family or other Scout group.

LEADERS

Upon completion of a 1 Term trial, a Leader is entitled to the aforementioned fee discounts. Leaders are entitled to the same fundraising credits as anyone else when attending events where credit applies.

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