

# 2019 WGC Squad Tuition Fee Policy

## Method of Payment:

A credit or debit card (Visa or Mastercard only) must be recorded in the parent portal for auto processing of tuition fees on the 1<sup>st</sup> of each month. (Please note January fees are processed on the 15<sup>th</sup> January.)

Should the 1<sup>st</sup> of the month fall on a weekend or public holiday processing will take place on the next business day.

If parents wish to pay their child's full year's tuition in advance by February 1<sup>st</sup> they are entitled to a 5% discount on the tuition fees for that year. A credit or debit card must still be recorded in the parent portal as charges additional to fees apply to squad accounts (such as competitions/uniforms).

## Annual Club membership, insurance, registration and equipment levy:

This charge is for the calendar year and due in its entirety regardless of the length of enrolment in classes. Please note this charge is billed separately, and is in addition, to your tuition fees.

As members of an affiliated club, Waverley gymnasts are covered by Gymnastics Australia's insurance program. Please [click here](#) for more information.

## Hours of training:

Gymnasts are invited to join a particular squad or class and must attend and pay for all the hours set for that group. All squads (apart from Pre Squad) have a 48 week training year. If commencing throughout the year a gymnast's first month is charged pro rata, with normal monthly billing for future instalments.

Gymnasts that are invited to train extra sessions will be invoiced for those sessions.

## Sibling Discount:

The club offers families a sibling discount to the monthly tuition component of costs, applied to the lesser account. This discount is a reduction of 10% for a second gymnast, 20% for a third gymnast and 30% for a fourth gymnast.

## Equipment Levy:

An equipment levy is a component of your annual fee (\$32 Pre Squad, \$80 all other squads).

Should you wish to volunteer to assist at scheduled working bees the levy paid can be credited to your gymnastics account as follows:

\$80 - refunded if parent volunteers for three, 4 hour sessions (all Squads with the exception of Pre Squad)

\$32 - refunded if parent volunteers for one, 4 hour session (Pre Squad only)

It is the responsibility of parents to ensure the correct number of working bee sessions are attended if you wish the levy to be refunded. There are no partial refunds issued. Refunds will be applied to your account prior to processing your December instalment, or credited to your account if the refund applies after the 1<sup>st</sup> of December.

Working bees are held at our Mt Waverley campus, 2019 dates will be advertised on our website and in squad updates.

If parents are unable to attend the scheduled working bees then an alternative duty sessions may be arranged through the WGC office.

## Due Dates for Squad Tuition payment:

Payments are processed on the 1<sup>st</sup> of each month (with the exception of January which occurs on the 15<sup>th</sup> January), a total of 12 payments for the year. Should the 1<sup>st</sup> fall on a weekend or public holiday, fees will be processed on the next business day.

Tuition fees will be corrected in good faith should an error occur in billing as soon as practical after the error is detected.

Accounts are not issued. Parents are able to log in to the parent portal to view their account, past payments and to make payment for any additional charges entered prior to the due date.

#### Other Charges:

For your convenience other charges such as uniform, gymnastics trips, choreography, camps and competitions will be processed on the card recorded if payment is not made prior to the due date.

#### Declined autopay

Any payment which is declined will automatically incur an additional \$20 administrative charge and this charge will be added to the amount to be processed.

If outstanding fees and charges are not paid then the club reserves the right to refuse training privileges and/or the option of payment by instalment revoked and a full year's fees up front required.

#### Sickness/Injury/Absences:

There is no fee adjustment for injury, illness or any other reason. No refund or discount on fees is given for gymnasts away on gymnastics trips and tours.

#### Public Holidays:

As a general rule there are no classes held on public holidays.

#### Squad bond:

All squad gymnasts (with the exception of Pre Squad) are required to pay a bond. The bond is \$400 as currently set by the Committee.

This bond is fully refundable if four weeks' notice of a decision not to continue training at WGC is given in writing to the office and fees fully paid up to, and including, the 4 weeks of training after the office is notified. Charges incurred using Bounce Health Group as a WGC gymnast must also be paid in full prior to any fee or bond refund. Please note this 4 weeks' notice must include 4 weeks of actual training (holidays are not included in calculating the 4 weeks' notice charge). If notice is not given, the bond is forfeited. Any remaining charges are still due for payment.

#### Notice of a decision not to continue training:

The office requires 4 weeks written notification of a decision not to continue training and usual training charges will apply for those 4 weeks of notice. Please note that this 4 weeks' notice must include 4 weeks of actual training (holidays are not included in calculating the charge for the 4 weeks). No transfer request will be approved unless all financial charges incurred as training as a WGC squad member are finalized including charges for services provided by Bounce Health Group.

#### Squad Curriculum Days:

Please note that all squads training twice a week or more will have one scheduled curriculum day per term. This is done to recognize the large amount of unpaid programming and planning done by our squad coaches without having to raise fees in order to do so. The club requires that the planning/programming is done by the coach before the commencement of each term, however the date of the actual curriculum day is left up to each coach.

#### Competitions:

All competition sessions are attended in lieu of a normal training session. The gymnast's coach will attend these competitions as per a normal training session. Coaches will advise parents which training session will be cancelled for

each competition. This ensures gymnasts are not over-tired or run down during the competition season as well as minimising additional costs to parents.

Unless we are notified 6 weeks prior to a competition that a gymnast is no longer able to attend there are no entry refunds given unless we are able to replace the gymnast (as generally host clubs do not issue refunds).

To represent the club at any competition(s), tuition fees as well as accounts issued by Bounce Health Group for services provided as a Waverley Gymnast must be completely up to date.

Coach/Judges/support staff levy:

A surcharge of \$35 is added to each competition entry to cover the costs of WGC providing judging/physio/coaching personnel as required.

Squad competition levy:

Each squad is allocated one competition each year to provide the volunteers required to run the event. Your attendance is a requirement of being in a squad at Waverley. All funds raised from our competitions are used to update and maintain our gymnastics equipment to the very highest standard.

To assist your planning details of the event allocated to each squad are given out at the start of the year. Our competitions include Waverley hosted Invitationals, Educational events (GFA, Display Day), Club Championships and Gymnastics Victoria Qualification events.

If you are not available for your allocated event you will be required to pay the Competition Levy instead. If able to attend only part of the sessions required the balance of the levy amount will be charged. The office will process the Competition Levy, or part thereof, using the card recorded in the Westpac Payway system. Levies charged will be used to hire staff to assist with event running.

The volunteer requirements for Squad parents in 2019 is tabled below:

<b>Squad</b>	<b>Shift Requirements based on sessions trained</b>	<b>Optional Levy Alternative</b>
International Squad 1	6 Shifts <b>Plus</b> a Pack up and Set up	\$400
International Squad 2	6 Shifts <b>Plus</b> a Pack up and Set up	\$400
ALP Squad 1	5 Shifts <b>Plus</b> a Pack up and Set up	\$400
ALP Squad 2	5 Shifts <b>Plus</b> a Pack up and Set up	\$400
ALP Squad 1 Limited Hrs	3 Shifts <b>Plus</b> a Pack up and Set up	\$300
Development Squad 1	5 Shifts <b>Plus</b> a Pack up and Set up	\$400
Development Squad 2	5 Shifts <b>Plus</b> a Pack up and Set up	\$400
Development Squad 3	5 Shifts <b>Plus</b> a Pack up and Set up	\$400
Development Squad 4	4 Shifts <b>Plus</b> a Pack up and Set up	\$350
Foundation Squad 1	3 Shifts <b>Plus</b> a Pack up and Set up	\$300
Foundation Squad 2	3 Shifts <b>Plus</b> a Pack up and Set up	\$300
Foundation Squad 3	3 Shifts <b>Plus</b> a Pack up and Set up	\$300
Pre Squad	2 Shifts <b>Plus</b> a Pack up or Set up	\$150

Please see the squad parent manual for further information about event requirements.

Enrolment for the following year:

To confirm and hold your daughter's place in a squad class for the following year the Club membership for that year is required in November of the current year (exact due date to be advised). For example, to hold a squad position for 2020, the Club membership fee for 2020 must be received by the due date in November 2019.

Should you have any queries please do not hesitate to contact the WGC office on 9887 9611 or email [accounts@wgc.org.au](mailto:accounts@wgc.org.au).