



**R**  
ROCKINGHAM  
SWIMMING CLUB

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Inc.**



[www.rockinghamstingrays.com.au](http://www.rockinghamstingrays.com.au)

email: [secretary@rockinghamstingrays.com.au](mailto:secretary@rockinghamstingrays.com.au)

## Coaching Fee Policy

### Overview

The Rockingham Swimming Club (the Club) is a not-for-profit Club affiliated with Swimming WA. The Club provides coaching to members through Squads with either competitive or fitness objectives.

### Purpose

The Coaching Fee Policy has been established to provide a basis of fees, and to communicate the Club's policy around the setting and payment of coaching fees. Failure to adhere to the Coaching Fee Policy may result in cancellation of swimmer/s membership and removal from the coaching program.

### Scope

This policy applies to Squad Coaching Fees only.

### Process

1. Coaching fees are billed monthly and paid through Direct Debit. The Club currently uses Payrix for the processing of Coaching Fees.
2. On member account self-setup, the Contact Name on the debit registration is to be entered as the eldest swimmer.
3. Only one debit registration is required per family. Subsequent family members will be added to existing accounts.
4. Notification of unsuccessful processing of debits is automatically emailed to the member.
5. If there are any issues with fees, it is the member's/parents' responsibility to contact The Treasurer on [treasurer@rockinghamstingrays.com.au](mailto:treasurer@rockinghamstingrays.com.au).
6. Requests for fee adjustment on the basis of medical advice, in line with the policy below, are submitted via email to [registrar@rockinghamstingrays.com.au](mailto:registrar@rockinghamstingrays.com.au) and [treasurer@rockinghamstingrays.com.au](mailto:treasurer@rockinghamstingrays.com.au)
7. Cancellation of membership and withdraw from squads must be made in line with the policy below, and submitted via email to [registrar@rockinghamstingrays.com.au](mailto:registrar@rockinghamstingrays.com.au) and [treasurer@rockinghamstingrays.com.au](mailto:treasurer@rockinghamstingrays.com.au).

## Policy

### 1. SETTING AND SMOOTHING OF COACHING FEES

- a. Coaching fees cover the expenses incurred directly through the provision of squad training sessions, coaching support at Club targeted competitions and member club nights.
- b. Fees do not cover broader operating expenses incurred by The Club, such as:
  - i. Affiliations and Insurances
  - ii. Club office
  - iii. Coaching at non-targeted competitions
  - iv. Entry fees into competitions
  - v. Expenses for members or coaching to attend competitions
  - vi. Events

This is not an exhaustive list; it is provided for the purpose of awareness only. Such costs as these will vary and must be covered by members through sponsorship, grants and fundraising arrangements.

- c. In determining the fees, prior consideration has been given to training breaks and modified sessions held through the year. Typically, but not absolute, training breaks will consist of two weeks in the transition from Long and Short Course Seasons, and one week during other term breaks.
- d. The Club is currently required to collect GST on our coaching fees. This requirement is monitored by the Committee in consultation with our Accountant and in line with ATO requirements.
- e. Coaching fees are smoothed over 12 (monthly) payments, making them consistent for ease of processing and account recording.

### 2. PAYMENT OF COACHING FEES

- a. Fees are payable following commencement of training with the Club.
- b. Payment of fees is processed monthly for the month in advance via direct debit.
- c. The Club offers 50% off coaching fees for third and subsequent family members paying fees by the one direct debit.
- d. Squad transitions occur over a two-week transition period, following this, fee payments are updated to reflect the placement in the new squad unless notice of an intention to not transition is received.
- e. Unsuccessful processing of a direct debit payment for any reason will incur a \$4.40 fee which will automatically be added to the member's direct debit account.
- f. If there are any issues with fees, it is the member's/parents' responsibility to contact the Club Treasurer.
- g. Coaching fees are not adjusted if swimmers cannot attend the set number of sessions each week.
- h. Fees are still payable if a swimmer is out of the pool for a period of time throughout the season due to holidays.



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- i. If a situation arises that a member is unable to participate in training sessions under medical advice, for a minimum of 2 weeks, members may submit a request for fee adjustment. A medical certificate is required to be to be considered for fee adjustment. Where fees have been paid in advance, an adjustment will be applied to future debits on the return of the swimmer.
  - j. A minimum of 2 weeks' notice is required, should you decided to leave the Club and withdraw from squad coaching. This notice is to be emailed to both [registrar@rockinghamstingrays.com.au](mailto:registrar@rockinghamstingrays.com.au) AND [treasurer@rockinghamstingrays.com.au](mailto:treasurer@rockinghamstingrays.com.au).
  - k. Subject to committee discretion and parent discussion, outstanding monies owed to The Club may be referred to a debt collection agency. All fees and charges incurred with the collection of unpaid coaching fees, will be at the expense of the member or the parent/guardian of the member. All fees and charges incurred with the collection of unpaid coaching fees, will be at the expense of the member or the parent/guardian of the member.
3. **FEE REVIEW**
- The Committee will review coaching fees annually to ensure they are meeting the requirements of The Club and its members.
- Squad sessions and coaching fees may be adjusted at any time during the year to accommodate changing circumstances and to ensure the ongoing success of the squads collectively.



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## COACHING FEES

As at October 2023

<b>SQUAD</b>	<b>SESSIONS</b>	<b>MONTHLY FEE (incl. GST)</b>
GREEN	2 x 60 minutes	\$70.40
BRONZE	3 x 60 minutes	\$82.50
SILVER	4 x 75 minutes	\$97.90
GOLD	5 x 90 minutes	\$140.00
STATE PERFORMANCE	6 x 90 minutes	\$174.90
NATIONALS	7-8 x 120 – 150 minutes	\$199.00
STINGRAYS	3 x 90 minutes	\$91.30
	5 x 90 – 120 minutes	\$155.00
SHSLSC FITNESS	2 x 90 min	\$73.70