

1st Purbrook Scout Group – Subscriptions Policy

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This document describes the Subscriptions policy for the 1st Purbrook Scout Group. Subscriptions are payable by each youth member of the Group after a trial period of 4 weeks starting with the Group. Subscriptions contribute towards the running costs of the Group, such as but not limited to: rent, Scout membership, insurance, badges, camping equipment.

The following terms and conditions apply to all Subscription payments.

1. Subscriptions ('Subs') are set by the Group Trustee Board and are reviewed yearly. The Group Trustee Board reserve the right to raise Subscriptions as required to keep pace with running costs. Any need for an increase in Subscriptions will be announced in advance; Group members will be provided with one month's notice before the changes take effect.
2. All payments for subs must be made via the OSM / GoCardless system. Payments in cash or cheques are not accepted.
3. Due dates for payments will be set to the first day of each month from September – June inclusive.
4. All payments must be made in full by the last day of the second week of the month.
5. We want to ensure every new member has a chance to settle in, so we offer a four-week, obligation-free trial period. Subs are not payable during this time. The first payment will be processed at the beginning of the month once the four week trial has elapsed.
6. Non-payments:
 - Non-payment of subs means a child is no longer deemed to be a member of the Scout Association and is therefore not insured to take part in Scout activities.
 - If full payment has not been made by the last day of the second week of the month, the youth member will be unable to attend Beavers\Cubs\Scouts until full payment has been made. This includes, but is not limited to, attendance at the regular meetings, camps and trips.
 - We will hold the child's place open for the remainder of the current school half term, but if full payment has not been made by the last day of the half term, the child will no longer be able to attend 1st Purbrook Scout Group and their place will be offered to someone on our waiting list.
 - **Note – some school half-terms are very short and as payments can take up to 10 days to process through the system, prompt payment is advised.**

7. Refunds are not offered for missed weeks or if a child decides to leave within the term.
8. 1st Purbrook is committed to making Scouting accessible to everyone, regardless of their circumstances. We appreciate that families may struggle financially from time to time and have established a Parent Liaison role (a DBS cleared individual with no young people in the Group) who can be approached in confidence if payment issues are envisaged. They can be contacted using support@1stpurbrook.org.uk and will hold all conversations in strict confidence. The Parent Liaison will work with the family and the Trustee Board to help find a solution. All conversations will be held in strict confidence.