



ENROLMENT FORM

A Charity Helping Youth Survive & Thrive in Partnership with NSW Police

Child/ren's Name & PCYC Membership Number	D.O.B	Gender	Medical Conditions	 Voucher Number	Redeemed
1.					
2.					
3.					
4.					

RESPONSIBLE PERSON FULL NAME: _____ DOB: _____

EMAIL: _____ PHONE NUMBER: _____

ADDRESS: _____

CHILD#1	KINDERGYM / RECREATIONAL CLASSES						
	Preference	Class Name:		Class Time:			
	Class Day (Please Select)	Mon ☐	Tues ☐	Wed ☐	Thurs ☐	Fri ☐	Sat ☐

CHILD#2	KINDERGYM / RECREATIONAL CLASSES						
	Preference	Class Name:		Class Time:			
	Class Day (Please Select)	Mon ☐	Tues ☐	Wed ☐	Thurs ☐	Fri ☐	Sat ☐

CHILD#3	KINDERGYM / RECREATIONAL CLASSES						
	Preference	Class Name:		Class Time:			
	Class Day (Please Select)	Mon ☐	Tues ☐	Wed ☐	Thurs ☐	Fri ☐	Sat ☐

CHILD#4	KINDERGYM / RECREATIONAL CLASSES						
	Preference	Class Name:		Class Time:			
	Class Day (Please Select)	Mon ☐	Tues ☐	Wed ☐	Thurs ☐	Fri ☐	Sat ☐

CHILD:	SQUAD CLASSES						
	Preference	Squad Name					
	Training Day (Please Select)	Mon ☐	Tues ☐	Wed ☐	Thurs ☐	Fri ☐	Sat ☐
	Training Times						
	Total Training Hours						

Enrolment cannot be processed without a valid PCYC membership.

Adult Membership: \$40 Junior: \$20

Visit our website to create a membership: <https://www.pcychnsw.org.au>



Claim your **FREE \$50 Active and Creative Kid voucher** when enrolling into our programs.

Visit <https://www.service.nsw.gov.au/active-and-creative-kids-voucher> to claim your vouchers



MEMBERSHIPS / REGISTRATIONS FEES

PCYC Membership: All class participants need to have a valid PCYC membership. This must be renewed and paid for annually. Annual PCYC membership is not refundable.

Gymnastics Registration: fees are set by Gymnastics Australia and are due annually and expire at the end of each calendar year. The Registration Fee is transferable to another affiliated club on condition that your PCYC fees are paid in full.

Additional Fees: There are a range of additional fees that may be applicable for your child, depending on the class or squad they train in. These could include competition fees, clinics, choreography, coaches, or judges fees for attending competitions and parents will be notified of these costs.

CLASS PAYMENTS

Direct Debit Membership:

- All gymnastics class fees are paid by direct debit on a fortnightly basis.
- Your child's place in class is secured only while payments are up to date

Cancellations: Cancellation of booking requires 30 calendar days written notice to PCYC. A class booking cannot be cancelled if there are payments outstanding on the account. A booking cannot be placed on suspension during a cancellation notice period.

Refunds or credits cannot be given for change of mind.

If PCYC must cancel a class, we will provide a make-up class or credit the family account.

Make-up Classes: In the event of a missed class, a make-up class will be offered provided PCYC has been notified 3 hours prior to the class commencing, and there is space in a comparable class.

- Make-up classes are: Subject to availability - not guaranteed; Must be taken within three months of the date of absence; Limited to a maximum of 2 per quarter per child.
- Squad gymnasts may request a suspension of direct debt during planned absences (e.g. family holidays) for up to 2 weeks per 6 months.
- Full policy available here: <https://tinyurl.com/3zj3f5k9>

Failed payment Fee: Upon a failed direct debit, a failed payment fee (Dishonour Fee) of \$10.00 (including GST) per failed transaction will be charged to your account. Failed payments and Dishonour fees must be paid at the club, and cannot be added to future Direct Debits.

Outstanding Fees: If any overdue amounts remain on your account, access to PCYC classes may be suspended until such time as payments are up to date. Accounts in arrears exceeding \$100 may be referred to a third-party Debt Collection Agency.

Change of details: You must keep us informed of any changes to your details such as address, e-mail address, contact numbers, bank account and credit card details for payment.

Fee Increase: We reserve the right at any time to increase the fees charged and will use reasonable endeavours to give written notice to your listed contact details (email, address) at least one month prior to the increase. If fees are increased and reasonable endeavours have been made to provide prior notice, you hereby authorise PCYC to increase any direct debits to your nominated credit card or bank account.

ACTIVE & CREATIVE KIDS

Vouchers: these vouchers are provided by Service NSW and must comply with terms and conditions set out by provider.

Using Vouchers: voucher must be redeemed via Service NSW before it can be used towards fees at PCYC. Correct voucher number must be provided for PCYC to redeem.

Cancellation: Any cancellations to classes that have been paid using a voucher are not eligible for a refund or credit. Once voucher has been redeemed it is irreversible nor can it be exchanged for something other than a class.

MEDICAL, INJURY & ILLNESS

- Parents are required to inform PCYC of any allergies, medical conditions, additional needs their child has at the time of enrolling. Parents are requested to explain known triggers, symptoms, and management strategies to assist staff recognise and manage the condition.
- An Anaphylaxis / Asthma plan must be provided where applicable.
- If your child has an injury, please communicate this with their coach, prior to starting class. If the injury requires skill modification in training, a doctor's certificate or physios note should be provided to coaches to detail the exact nature of the injury.
- If your child is unwell, please do not bring them to class. Please notify the club of their illness and absence prior to class and discuss the option of make-up classes with the staff.

SAFETY

- All participants must be dropped off and picked up from inside the facility. We ask that parents are mindful of all children's safety and comply with this.
- Only those that are booked to participate in the class is to be present in the class - no siblings/friends are to join or interfere with the class.
- Once the class has concluded, staff may not be able to provide supervision, so we ask that parents are punctual upon pick-up

Please Note: All Direct Debit registrations have a prorated upfront fee that is due at the time of booking. This amount is equal to 2 weeks of classes plus any registration fees (PCYC Membership and GymNSW Membership) that are due.

Please provide your credit card details below to process this prorated upfront payment:

Name on Card:	
Card Number:	
Expiry Date:	
CVC:	

ACCEPTANCE AND SIGNATURE

All the information provided by me on this form is accurate and true. I have read and accept terms and conditions for all class enrolments. I acknowledge and accept that PCYC NSW's decision to accept or not is at PCYC NSW's discretion and is final.

Parent Name	Signature	Date	PCYC Staff Member