

Special Circumstances Registration Fee Waiver Policy

The Kew Comets Junior Football Club (Comets) firmly believe in and promote an inclusive and fair ethos to allow all children a chance to play football. A key commitment to this belief is the removal of any substantial financial barrier to enable a child to join the club. This policy explains the guidelines and procedure which will be taken to decide on a special circumstance that the Committee would consider to reduce or remove the club registration fee.

1.0 Definition

1.1 Special circumstances are beyond a family's control; monetary or emotional situations which would mean the child would not be able to play football without the assistance of the club.

1.2 Examples of circumstances include:

- Belonging to a marginalised community group eg. current refugee status, remote indigenous communities, award of the state
- Recent* death, major illness or injury to parent or carer
- Recent* long term relationship breakdown resulting in major financial pressure

**being within the preceding 12 month period from when the fee is due*

2.0 What the Comets Committee agree to do

2.1 Respond in a respectful, fair and consistent way to all requests for special circumstances requests as soon as practicable

2.2 Keep all requests received confidential at the Committee level

2.3 Process the fee reduction or waiver within two weeks of the Committee approval.

3.0 Procedure for Special Circumstances consideration

3.1 All requests for special circumstances are to be in written form to the Comets primary contact via email: registrations@kewcomets.com.au

3.2 A parent or carer may approach a Committee member to advocate on their behalf, where the Committee member will submit the written request.

3.3 All approved requests will only apply to the current season and at the full discretion of the Committee.