

Payment and Subscription Policy

Policy owner: Southside Star Youth FC Committee

Applies to: All players, parents / carers and club members

Review date: 30/06/2027 and annually thereafter

Version: 1.0

1. Purpose

Southside Star Youth FC is committed to keeping player subscriptions clear, fair and manageable for families.

This policy explains how club subscription fees are charged, what they cover, how monthly instalments work and what happens if a player leaves partway through the season.

2. Annual Season Fee

Club subscription fees are charged on an annual season basis.

The annual season fee covers the players:

- Club membership.
- League registration.
- Player insurance.
- Training participation.
- Match participation.
- Equipment.
- Facilities.
- Coaching support.
- General club running costs.
- Other costs linked to providing grassroots football for the season.

The fee is not charged on a 'pay as you play' or month by month basis.

3. Monthly Instalments

For convenience, the annual season fee is spread over 12 monthly instalments from September to August.

These instalments are a payment plan only. They do not mean that membership is charged monthly, or that payments only apply to the months when training or matches take place.

Although most teams train and play mainly between September and May, the club's main costs are incurred during the playing season. The instalments are spread across the full year to make payments easier for families to manage.

All subscription payments must be made through Spond, unless an alternative arrangement has been agreed in advance by the Committee.

4. Subscription Rates

The current subscription rates for the 2026/27 season are:

Section	Monthly instalment	Annual season fee
Cubs	£13 x 12 months	£156
U9 - U18	£16 x 12 months	£192

Subscription rates will be reviewed by the Committee and may be amended in future seasons if required.

5. Leaving the Club

Parents / carers must notify their Team Manager and the Club Secretary in writing if a player wishes to leave.

The leaving date will usually be treated as the end of the month in which written notice is received, unless otherwise agreed by the club.

If a player leaves before all 12 instalments have been paid, the club may require a final balancing payment. This is to make sure the player has paid the appropriate proportion of the annual season fee for the period they were registered with the club.

Where a player leaves after the end of May, the full annual season fee remains payable.

6. Final Balancing Payments

If a player leaves part way through the playing season, the club will calculate any final payment based on:

- The pro-rata amount of the annual season fee due up to the leaving date; less
- Any instalments already paid.

If any monthly instalments are unpaid at the point of leaving, those unpaid amounts will remain due in addition to any final balancing payment.

The table below shows the usual final balancing payment due where a player leaves during the playing season, assuming all monthly instalments due up to and including the leaving month have been paid.

Leaving date	Cubs final balancing payment	U9 - U18 final balancing payment
End of September	£4.33	£5.33
End of October	£8.67	£10.67
End of November	£13.00	£16.00

End of December	£17.33	£21.33
End of January	£21.67	£26.67
End of February	£26.00	£32.00
End of March	£30.33	£37.33
End of April	£34.67	£42.67
End of May or later	£39.00	£48.00

7. Exceptional Circumstances

The club may, at its discretion, waive or reduce a final payment in exceptional circumstances.

This may include, but is not limited to:

- Serious injury.
- Illness.
- Relocation.
- Financial hardship.
- Other circumstances considered reasonable by the Committee.

Any request for a payment reduction or waiver should be made in writing to the club.

Each request will be considered on a case by case basis.

8. Outstanding Fees and Club Property

No player will be released from the club's records until all outstanding fees have been resolved, unless otherwise agreed by the Committee.

This may include:

- Unpaid subscription instalments.
- Final balancing payments.
- Outstanding kit payments.
- Club-owned kit or equipment that has not been returned.
- Any other agreed club costs.

The club may also withhold approval of transfers or registration changes until outstanding matters are resolved, where permitted under league or FA rules.

Non-payment may result in the player's registration with the club being terminated.

9. Missed Payments

Parents / carers are expected to ensure subscription payments are made on time through Spond.

If a payment is missed, the club may contact the parent/carer to arrange payment or discuss the circumstances.

The club understands that families may occasionally experience financial difficulty. Parents / carers are encouraged to contact the club as early as possible so that support or an appropriate payment arrangement can be considered.

Repeated missed payments, or failure to engage with the club regarding outstanding payments, may result in the matter being referred to the Committee.

Non-payment of subscription fees may result in the player's registration with Southside Star Youth FC being terminated.

10. Financial Hardship

Southside Star Youth FC wants football to remain accessible wherever possible.

Families experiencing financial hardship should contact the club in confidence. The club will consider whether a payment plan, temporary adjustment or other support can be offered.

All financial hardship requests will be handled sensitively and confidentially.

11. Committee Discretion

The Committee reserves the right to make reasonable decisions in relation to subscriptions, final payments, refunds, payment plans and outstanding balances.

Any discretion will be applied fairly and consistently, while taking into account the financial responsibilities of the club.

12. Review and Communication

This policy will be reviewed annually by the Southside Star Youth FC Committee.

Parents / carers will be made aware of subscription fees and payment expectations at the point of registration and at the start of each season.