

JOINING AND LEAVING PROCEDURES

Badminton Gloucestershire Performance Centre (BGPC) is run by group of parents who volunteer to provide service for the centre. Request your cooperation in running this centre smoothly and successfully by abiding to the procedures below

- When you first join you will be asked / sent an invitation to join a platform called Club Buzz (<http://bgperformance.clubbuzz.co.uk>) This is the PC's billing/membership management tool and in short allows you to see your current financial standing, notify the coaches of any non-attendance to a session and also find out information about the PC. It is important that you sign in and provide any information asked of you. If you have any questions or queries surrounding this, please email treasurer@badmintonglos.co.uk.
- The data/personal information you provide the PC will be held in full confidence and controlled under the 1998 Data Protection Act. However, you accept that on occasions this data may be shared with members of the committee on a need to know basis as well as with Club Buzz (our membership/billing management tool) in order to manage any system errors.
- Payment for your child's training should be done by **monthly** standing order to the PC's bank account (S/C: 40-17-10 & A/N: 42074923) and set up for the 1st of the month. If your child is new to the PC then their first month's training should be paid by cheque or with agreement a bank transfer. Unfortunately we are unable to accept any payment by cash. If you end up in arrears then you accept that your child will be turned away from training until payment has been received.
- You agree to pay a small fee / penalty of £25 per child each season if you are unable to volunteer or help out at any of the tournaments ran by the PC. This fee will be added to your child's session account at the start of the season / when they join and will be refunded at the end of the season if assistance has been provided.
- Please be aware that if your child's non-attendance to a session hasn't been pre-agreed then you will be charged for the session. In case of long term illness, 2 weeks and more, doctors certificate to be presented for refund.
- On the event of leaving the club, a month's notice should be given and should be communicated through the head coach.
- Once any remaining credit/debt has been settled with the player and club your details will be deleted from Club Buzz.