

Plympton Flyers Little Athletics Club Parent Duty Policy

Introduction

The Plympton Flyers Little Athletics Club is a volunteer-run organisation delivering a vibrant athletics program for children aged 3–17 in our community. To ensure fair participation and support weekly competitions, we require each family to contribute through parent duties. The Parent Duty Bond encourages all families to share the load, ensuring no one is overburdened and every task enhances our kids' experience. This policy outlines the bond, duties, exemptions and processes for the 2025/26 season.

Policy Details

- **Bond:** A \$50 Parent Duty Bond per family is charged at registration, refundable upon completing four parent duties during the seasonⁱ.
- **Duties:** Each family (for athletes aged 5–17) must complete four parent duties at Plympton Home Meets: two before Christmas and two after Christmasⁱⁱ. Duties are selected via SignUp.com.
- **Exemptionsⁱⁱⁱ:**
 - Parents of sole Tiny Tots (3–4 years) are exempt, as their program requires less volunteer support.
 - Parents who the President considers already assist with the running of the Club in other ways including but not necessarily limited to Age Group Chaperones, the Registrar and the Recorder are exempt^{iv}.
 - Parents who the Treasurer considers have financial or other personal difficulties in either or both paying the bond or performing any of the duties to the extent required are exempt.
- **Purpose:** Ensures equitable volunteer participation, supporting weekly competitions and maintaining a high-quality athletics program.
- **Forfeiture:** Failure to complete four duties results in bond forfeiture, with funds used for club needs (e.g., coaching, officiating, coordinators, training).

Duty Roles

Parents select from the following supporting roles via SignUp.com:

- **Canteen/BBQ Helper:** Assist with food and drink sales during meets.
- **Timekeeper:** Record event times to support competition accuracy.
- **Starter:** Manage race starts.
- **Set up and Pack Up:** Assist with setting up and dismantling equipment after meets.

Additional roles may be added based on season needs. Duties are flexible, allowing parents to choose roles and times that suit their schedules.

Tracking and Refunds

- Tracking: The Duty Manager tracks duties via SignUp.com, with records maintained in the club's database (synced with our committee spreadsheet). Parents must sign in at meets to confirm duty completion.
- Refunds: The Treasurer processes bond refunds within 30 days after the season ends for families completing four duties.
- Forfeiture: Non-compliant families forfeit the \$50 bond, with funds allocated to club resources.

Disputes: Contact the Duty Manager or Treasurer to resolve issues regarding duty tracking or refunds.

Contact Information

For questions, hardship exemption requests, or assistance with SignUp.com, contact:

- Duty Manager: volunteer@plymptonflyers.com
- Treasurer: treasurer@plymptonflyers.com
- General Inquiries: info@plymptonflyers.com

This policy ensures our club thrives through shared effort, creating a rewarding experience for our young athletes. Thank you for supporting the Plympton Flyers!

Approved by: Plympton Flyers Committee

Date: August 27, 2025

ⁱ In this policy: (i) "parent" refers to the person who registers a child (or children from the same family) and includes any person who is ordinarily responsible for the care of that child (or children); and (ii) the "parent duty" to be undertaken by that "parent" can be undertaken by that person and/or any other responsible and capable person aged 18 or over (such as that person's spouse/partner or the grandparents of the child (or children) on behalf of that person. For example, if Sam Smith (the registering parent) and Kim Jones (Sam's partner and the other parent of little athlete Chris Albanese) both put their name down (and do) two duties each – job done and Sam Smith (as the registering parent) gets the \$50 bond refunded to them.

ⁱⁱ If a meet is cancelled, those who registered to volunteer for that meet prior to the meet being cancelled will still have their volunteer credit recognised.

ⁱⁱⁱ If an exemption applies, this can be applied at either: (i) the time of registration so as to reduce the amount payable (which, for example, would be the case with the "tiny tot" exemption); or (ii) after registration (including payment of the \$50 bond) resulting in a refund of the \$50 bond immediately after it was determined that the exemption should apply.

^{iv} No matter how necessary, helpful and appreciated, assisting an Age Group Chaperone out on the track or field (such as retrieving a shot put or discus) does **NOT** count as a duty for the purposes of this policy.