



SCOUTS NSW

ACTIVE KIDS: GROUP LEADER INFORMATION PACK - 2020

Program Information

What is Active Kids?

Active Kids is a NSW Government program which helps families across the State meet the cost of enrolling their children into sport and active recreation activities. Families receive two vouchers per school-aged child.

From 1 January, parents in NSW can apply for the first of two \$100 vouchers which can be used to cover the annual Scouts NSW membership fee and joining costs for new members.

Beginning 1 July, parents can redeem their second \$100 voucher. This will also go towards the cost of the Scouts NSW membership fee.

Who qualifies for an Active Kids voucher?

Every child (4.5 - 18 years' old) enrolled in school from Kindergarten to Year 12 is eligible for an Active Kids voucher. This includes those who are home-schooled or enrolled in secondary school education at TAFE NSW. For Scouts NSW members, this includes youth members from Joey through to Venturer age.

How will Scout Groups benefit from Active Kids?

Active Kids gives families already involved in Scouts a simple way to continue their Scouting adventures, while opening the door for other families to become involved in Scouts and enjoy the healthy lifestyle we endorse.

Does a Scout Group need to register to participate in Active Kids?

Scouts NSW is an approved provider of the Active Kids rebate. Scout Groups are not required to register as separate providers; Scouts NSW's registration covers all Scout Groups in the State.

Groups are encouraged to promote the program at a local level and encourage parents of current youth members to redeem their vouchers with Scouts. In some instances, Group Leaders may need to walk parents through the process of redeeming their vouchers online.

Active Kids vouchers belong to families, and it is up to the families to redeem their own vouchers. Do not accept or ask for Active Kids Rebate vouchers or voucher numbers. It is not a responsibility of the Group Leader or Group Treasurer to redeem vouchers.

Applying and Redeeming Active Kids vouchers

How do families apply for and use their Active Kids voucher?

Families can use their Active Kids voucher with Scouts by following the steps below.

- **Step 1 – APPLY:** Head to the Service NSW online portal and log into or create your MyServiceNSW account. Fill in the Active Kids form to apply for your Active Kids voucher. If your application is approved, a voucher will be displayed at the end of the transaction and emailed to your nominated email address.
- **Step 2 – DOWNLOAD:** Download a copy of your voucher. Keep note of your voucher number, as this is important for redeeming the voucher with Scouts.
- **Step 3 – REDEEM:** Visit the Scouts NSW website and complete the Active Kids Voucher Redemption Form with your voucher number. Current members of Scouts NSW will be asked for their child's Membership Number.

It is important to complete all three steps, otherwise the voucher will not be redeemed.

When can families redeem their Active Kids voucher with Scouts?

Families can apply for their first Active Kids voucher via Service NSW from 1 January. They can redeem their second Active Kids voucher as of 1 July.

Please remember that each Active Kids voucher is only valid for redemption during the calendar year it was issued. Vouchers cannot be used retrospectively or redeemed in the same term.

What should I do if a youth member's parent comes to the Scout Hall to redeem a printed, hard copy voucher for Scouts?

In some instances, parents/guardians may visit the Scout Hall with a physical copy of their child's Active Kids voucher. In this case, Group Leaders are encouraged to assist the parent/guardian with completing the Active Kids Voucher Redemption form on the Scouts NSW website.

This can be done by scanning the QR code displayed on all Scouts NSW Active Kids resources, which will take you directly to the Active Kids webpage on the Scouts NSW website. If you do not have a QR code scanner on your phone, you can access the page by visiting www.nsw.scouts.com.au/activekids.



What is a QR code?

A QR code, or Quick Response code, is a two dimensional barcode that can be read with a smartphone camera and that contains a link to a website or contact details. Scouts NSW has prepared a unique QR code specifically for Active Kids, providing a quick and easy way to access the Scouts NSW Active Kids webpage using a mobile device, without manually entering the website address.

Scouts NSW Active Kids Process

How will Scouts NSW verify vouchers once the voucher has been redeemed?

Scouts NSW will validate the redeemed Active Kids Rebate voucher against the youth member's details on ScoutLink.

What if a current youth member does not wish to redeem their Active Kids voucher with Scouts?

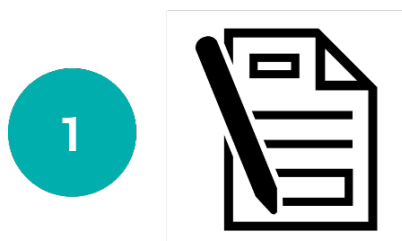
While we encourage Scouting families to redeem their Active Kids vouchers with Scouts, they are not obligated to do so. If a current youth member does not wish to redeem their Active Kids voucher with Scouts, the youth member will go through their Scout Group's membership process as per normal.

Can the Active Kids voucher be used in separate instalments, or does it need to be used in one transaction?

Each Active Kids voucher must be redeemed in a single transaction.

How does Active Kids work with the existing Scouts NSW membership and registration process?

The Scouts NSW Active Kids process is detailed below.



Step 1:

After applying for and downloading their Active Kids voucher, the parent/guardian fills out the Active Kids Rebate voucher redemption form on the Scouts NSW website.

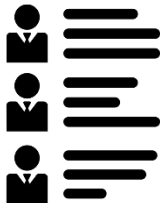
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Step 2:

The Active Kids voucher submission is validated against the youth member's details on ScoutLink.

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Step 3:

The Group Leader and Treasurer receives a weekly list of members who have successfully redeemed their Active Kids vouchers with Scouts.

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Step 4:

The Scout Group receives its quarterly invoice, where it is credited for each Active Kids voucher successfully redeemed.

What happens if a youth member has already paid their membership fees for the year, but wants to redeem the Active Kids voucher with Scouts?

Unfortunately, Active Kids vouchers cannot be backdated. Scouts NSW wants families to receive the full benefits of the Active Kids rebate. This means anyone who has paid their membership fees without an Active Kids voucher cannot go back in and redeem their voucher to claim their money back if they wished to.

If you have already paid your child's Scouts NSW membership fees for the year, we encourage you to redeem your Active Kids voucher with another eligible provider.

What is the process for non-members who want to join the Scout Group and redeem their Active Kids voucher for their membership fees?

When a new member joins, follow your Group's normal process. Families can redeem their voucher with Scouts NSW at the time of enquiry. The voucher will not be validated and applied to their account until a Y1 has been completed for the youth member, the youth member has been approved in ScoutLink by the Group Leader or Leader in Charge, and has a member record in ScoutLink.

What happens to the voucher if a youth member decides to transfer to a different Scout Group during the year?

There is no change to the current process. If a youth member transfers to another Group, then any remaining Active Kids rebate credit will appear on the transferred Scout Group's Invoice.

What happens if a youth member decides to leave the Scout Group? Can they get the remainder of their Active Kids rebate returned?

Each Active Kids voucher must be redeemed in a single transaction and cannot be refunded once redeemed.

With permission from the NSW Office of Sport, all unused Active Kids rebate credits will be disbursed to the Scouts NSW Family Support Fund at the conclusion of each year. This will help assist current and prospective youth members and young Leaders in genuine need of financial support with the cost of Scouting.

Other

Who can I go to if I have additional questions?

If you would like assistance with Active Kids for Scouts NSW, please contact State Office at info@nsw.scouts.com.au.

All information about the Scouts NSW Active Kids Rebate Program is available on www.nsw.scouts.com.au/activekids. Further information on Active Kids can be found at www.sport.nsw.gov.au/activekids.