

September 2021 Newsletter



Is your Direct Debit collections system fit for purpose?

If you are an administrator in the world of swimming, you're probably very familiar with the concept of collecting fees by Direct Debit using schedules. What not many people are aware of is that SwimSoft Online contains facilities not found in other solutions, designed to reduce administrators workload significantly. For example, if you are using a basic collection system it is quite common to have to set up a payment schedule for each client that joins the swim school. If you're using SwimSoft Online this step is skipped - the client is simply emailed their booking information and asked to follow a link to authorise collections.

This is all done automatically meaning every time you get a new swimmer your administrator has one less task to perform. Whether you are a swim school managing 200 or 1000 plus swimmers this simple process will end up saving you a considerable amount of work and time. You'll find more time-saving information on our blog and in our Direct Debit Fact Sheet.



SwimSoft Online Direct Debit fit for purpose Fact Sheet

Facts & Useful tools

Fact - Pro-Rata billing

If a client joins mid-way through the course, our billing system makes it easy to collect the initial fees even if it's been reduced pro-rata. Once you have booked the client in, SwimSoft Online will calculate fee, create their order and an email to be sent to them. There's no schedule to create or initial payment to take - you make your first collection fuss-free and easily!

Fact - Every Collection is Reconciled

A simple list of students and payments make it easy to identify late or failed collections. The end to end link between SwimSoft Online and the GoCardless Direct Debit collection system, means it is not possible to forget to bill a client or to continue billing them if they leave!

Tool - Micro Schedules

As the name implies, a micro schedule is simply a small schedule. Instead of setting a schedule up to run indefinitely, you can calculate the amounts you want to collect for next term's lessons and then collect them using a schedule comprising of 2 or 3 monthly collections. Micro schedules are typically used by swim schools who run termly or half-termly but want to give parents the ability to spread payments. The parents are advised that they are booked in for the whole term and will be liable for all the fees (once again, if lessons have to be cancelled, fees can be adjusted easily). Micro schedules can be set up using our Group Action tool, which means you only need to run one process to create all of the required schedules, making it quick and simple task.

**Let SwimSoft Online help you save time,
money and reduce your workload**

You may be surprised how much time can be saved billing, collecting and reconciling fees!

[Read more on our blog](#)



RNLI - a cause for concern

Have you been on holiday to the coast? Many of us will have, and hopefully most of us won't have needed the services of the RNLI! In years gone by I was happy to drop a few coins in a collection box, but I rarely carry cash now, and when I saw a collection box this year I did not have anything to put in it. I then read an article stating that the RNLI was struggling to fund services and I decided it was time to act. A quick internet search found [Donate to the RNLI](#) and help save lives at sea and within a couple of minutes I'd made a donation. If you feel the same way, and are concerned about our coastal rescue organisations being under threat, please visit www.rnli.org to make a donation! Better still share it with your friends and clients. We are proud to support the RNLI and you'll find we have a page on our web site saying just that!

[Donate to RNLI](#)



Setting student goals

We have made a few minor changes to make life a bit easier for everyone, whilst continuing to make some of the more major enhancements requested in recent months. You will find that you can now activate the predefined 'Schemes of Work' directly from the course configuration page, making it quicker and easier to select which criteria is to be used. The activation page is accessed by pressing "Courses", "Search", "Configure", "Syllabi" or "Awards", "Manage Syllabus" or "Manage Awards", "Manage Schemes".



Mixed Lessons

SwimSoft Online was conceived and built to support students of similar ability grouped in classes, the completion of a recent client driven enhancement means the system is now well placed to support mixed ability classes for example a family wanting to be taught as a group.



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