

DISCOUNTS



SuperFox can automatically apply two types of discount to your bookings:

Sibling Discounts

You can apply sibling discounts to nominated services. You can also choose which siblings to discount (cheapest, eldest, all equally).

Managers Discounts

You can apply simple percentage discounts to nominated account holders (e.g. staff) for nominated services.

Nominating Services For Discounts

You may not wish to discount all of your services, for example mini-bus fees or lunches.

If the service is not a Free Entitlement you cannot choose a discount (it's free).

In SuperFox we choose which discounts to apply to each service we create.

To make the service eligible for sibling discounts tick the Sibling discounts box.

To make a service eligible to Manager's discounts tick the Manager's discounts box.

(You will also need to choose the account holders who will receive the Manager's discount.)

To make the service eligible for both discounts tick both boxes.

Services are set up in
Go > Home > Setting Details > Services Provided >

Setting Up A Sibling Discount Scheme



To set up the Sibling Discount scheme: **Go > Home > Setting Details > Discounts >**

All you need to do is:

1. Enter the percentage discount to use
2. Choose which siblings will receive the discount
3. Choose when the discount applies
4. Save your work.

The sibling discounting options provided simply reflect schemes that are commonly in use.

Who Receives The Sibling Discount?

You can choose to give the sibling discounts to:

- Cheapest siblings (the most expensive sibling is full price.)
- Eldest siblings (the youngest sibling is full price)
- All siblings equally (all of the siblings are discounted)

What Times Of Day Is The Sibling Discount Used?

You can choose to apply the discount throughout the day as follows:

- Give the discount only at the exact times when the children are in the setting together.
- Give it to the children for the entire day of they are in at any time together on the day.

Calculating The Discount

The discount will become active as soon as you save it and it will automatically apply the discount to the un-invoiced bookings. A progress bar will display as this can take a while.

Discounts are automatically calculated at booking time and the booking is marked as discounted so it won't be discounted twice.

The discounting calculation will slow the bookings down slightly.

Forcing A Discount Recalculation

Recalculate Discounts

If you change either your sibling or manager's discounts you can force a re-calculation of the un-invoiced bookings by clicking the 'Recalculate Discounts' button.

Turning Off Sibling Discounts

To turn off sibling discounts simply reset the discount percentage to 0.00%. The discounts will be recalculated at zero percent and the automatic calculation will be skipped at booking time.

Setting Up Manager's Discounts



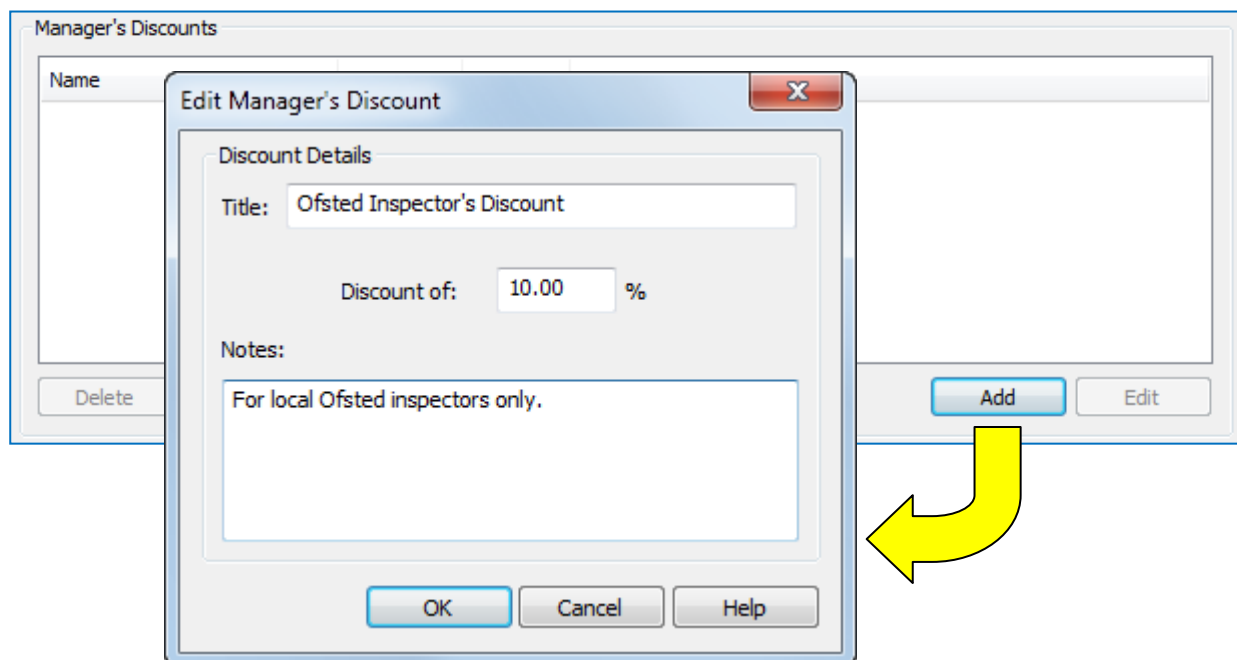
To set up Manager's Discount schemes: **Go > Home > Setting Details > Discounts >**

A manager's discount is a flat percentage discount that you can give to selected people. You can set up as many different manager's discount schemes as you like.

This is done at the bottom of the discounts forms and is a 2 stage process.

Step 1: Add A Manger's Discount

To add a new Manager's Discount click the **Add** button.



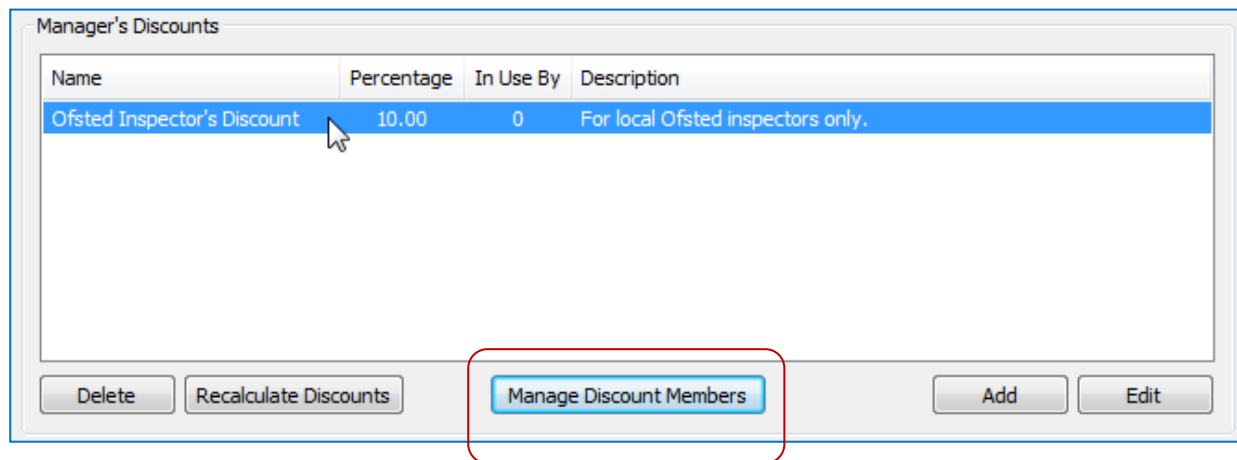
The screenshot shows a web application window titled "Manager's Discounts". It features a table with a header "Name" and a "Delete" button. Overlaid on this is a dialog box titled "Edit Manager's Discount". The dialog box has a "Discount Details" section with a "Title" field containing "Ofsted Inspector's Discount" and a "Discount of:" field with "10.00" and a "%" symbol. Below this is a "Notes:" section with a text area containing "For local Ofsted inspectors only.". At the bottom of the dialog are "OK", "Cancel", and "Help" buttons. In the background, the "Add" and "Edit" buttons of the main form are visible, with a yellow arrow pointing to the "Add" button.

Just give the discount and title, a percentage to subtract from the bookings and a description for your own use. Click the OK button to add the discount to the Manager's Discounts list.

Manager's Discounts			
Name	Percentage	In Use By	Description
Ofsted Inspector's Discount	10.00	0	For local Ofsted inspectors only.

Step 2: Manage The Discount Members

You now need to choose who will participate in the new manager's discount scheme. Click on the **'Manage Discount Members'** button.



For your convenience there are two different ways to add or manage discount holders.

A) Discount View

This allows you to see who holds and does not hold the discount.

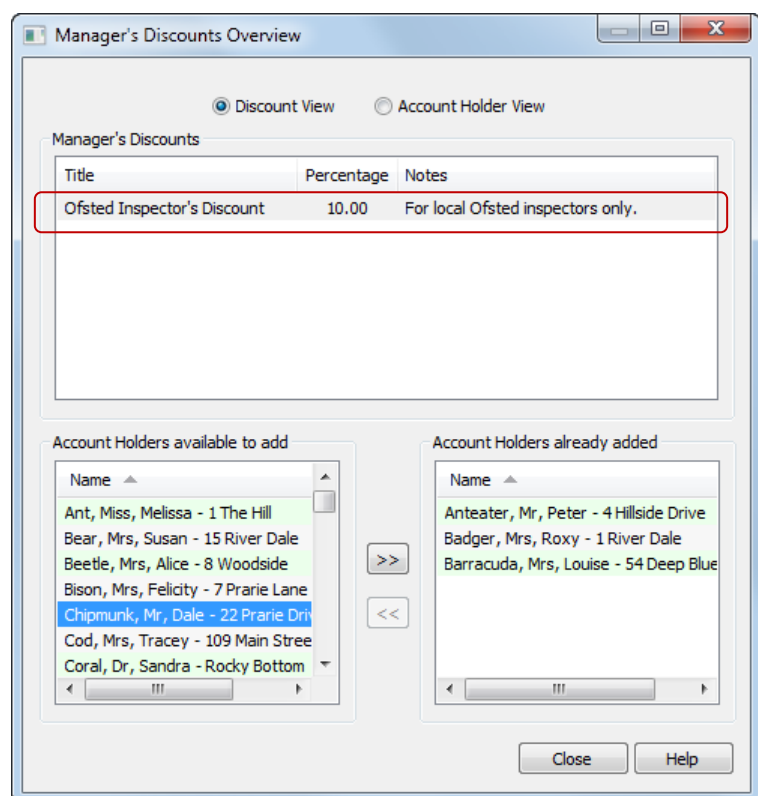
Choose the discount of interest at the top.

There are two lists below:

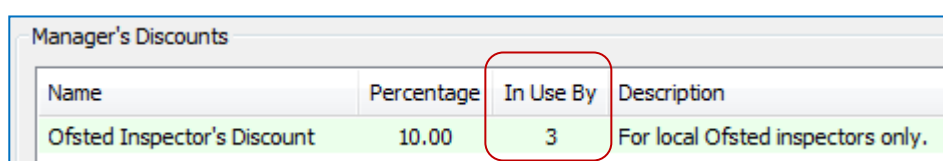
- People who already have the discount
- People who do not have the discount

Move the account holders between the two lists by selecting them and using the arrow buttons.

The discount are recalculated for the account holder as they change lists.



Click the close button when you are finished and the main list of Manager's Discounts will be updated.



B) Account Holder View

This allows you to see which discounts are and are not held by a particular person.

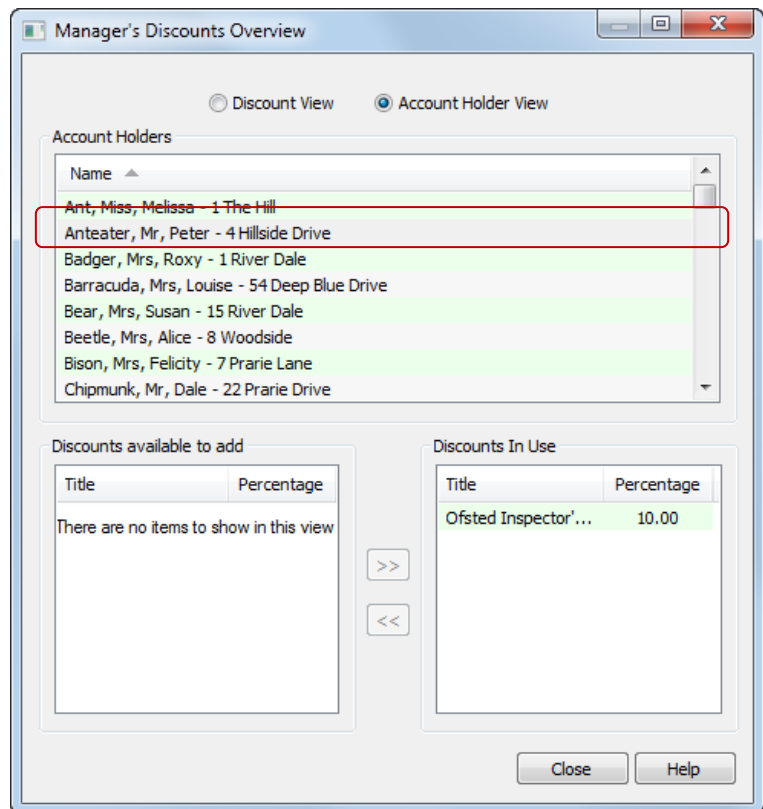
Choose the person of interest at the top.

There are two lists below:

- Discounts already held by the person
- Discounts not held by the person

Move the discounts between the two lists by selecting them and using the arrow buttons.

The discount are recalculated for the account holder as they change lists.



Click the close button when you are finished and the main list of Manager's Discounts will be updated.

Alternate Price Discounts

The initial purpose of the alternate service price was for use as a manual discounting method. This is now obsolete, but it is still used by some people.

Rules Used To Apply Multiple Discounts

If multiple discounts are applied they will be applied in the following order:

- Any Alternate Price will be applied first.
- Sibling Discounts will be applied next.
- Managers discounts will be applied next.

Percentage discounts are multiplied rather than added, this is the lower cost option, i.e.

For two discounts of a% and b% the total discount is:

$$\text{Total managers discount} = (100\% - a) \times (100\% - b), \text{ rather than } (100\% - a - b)$$

End