



# Uniforms Policy and Procedure

<b>Date Approved</b>	14 <sup>th</sup> of June 2022	<b>Effective State Date</b>	14 <sup>th</sup> of June 2022
<b>Policy Number</b>	16	<b>Version Number</b>	2.0
<b>Review Date</b>	1st June 2024		
<b>Related Documents</b>	ISA – 15. Member Protection Policy ISA – 16. Code of Ethics and Behaviour ISA – 17. Social Media Code of Conduct Relevant and current FSAT, ISA and ISU Communications		

## 1. Purpose of the Policy

The policy outlines the requirements and expectations of FSAT and FSAT Members in regards to the purchasing, ordering and wearing of FSAT Uniforms.

This policy also includes the requirements and expectations of FSAT and FSAT Members in regards to hiring of FSAT skating costumes.

## 2. Application of the Policy

This policy applies to all FSAT Members, Officials and Committee Members.

## 3. Policy Statement

### 3.1 Use of the Uniform

The FSAT uniform is for athletes competing at figure skating competitions or participating in interstate competitions or training.

### 3.2 Ordering of Uniforms

FSAT Members can order the official uniform by emailing FSAT at [fsatas@gmail.com](mailto:fsatas@gmail.com).

New or renewing Members can indicate on their online membership application whether they are interested in purchasing an FSAT Uniform. If indicated the FSAT Secretary will contact the member about ordering a uniform.

The FSAT Secretary will organise ordering, payment and collection of uniforms through FSAT's preferred supplier.

An invoice will be sent to the Member once the uniform has been received. Payment for uniforms should be made to FSAT via bank transfer within the timeframe indicated on the invoice.

### 3.3 Wearing of Uniforms

When representing FSAT at events, the FSAT Member must wear the official uniform. The uniform should be worn with training or competition attire.

The uniform must be worn when the member is representing FSAT at the following events:

- FSAT competitions
- Interstate competitions
- Interstate training camps
- Nominated FSAT functions, which can include official functions, fundraisers or media appearances

It is encouraged that members wear some form of the FSAT uniform whilst attending interstate training.

Whilst wearing the FSAT uniform, members must be mindful they are representing FSAT and Tasmania. They must refrain from any behaviour that may cause damage to FSAT's reputation and goodwill.

Former members of FSAT must not wear any item of the uniform. Doing so may misrepresent the former Member's current affiliation.

### **3.4 Selling and Redistribution of Uniforms**

FSAT Members may donate previous uniforms to FSAT if they are no longer an FSAT Member or change sizes. These uniforms can be re-sold by the Committee as "second-hand uniforms" at a discounted price. The price decided will be at the discretion of the Committee, taking into account the condition of the uniform.

FSAT Members can also privately sell their old uniforms but only to a current FSAT member. Second hand uniforms should not be sold for more than the original purchase price.

### **3.5 Skating Costume Hire**

FSAT has a range of skating costumes for hire. FSAT and Aussie Skate members may hire a costume (price to be determined by FSAT Committee). Payment is to be made by bank transfer to FSAT at the time of hiring the costume. Payment is required before being provided the costume.

Only FSAT Committee Members are permitted to hire costumes to skaters.

Skaters must return the costume as soon as possible after the competition. Costumes are not to be washed by the skater. FSAT will organise the washing of returned costumes.

Flower girls for FSAT events can hire a costume for free.

### **Change History**

<b>Version</b>	<b>Approval Date</b>	<b>Change</b>
1	October 2015	Development of Policy
2	14 <sup>th</sup> of June 2022	Review and re-formatting of Policy