



FSAT Policy and Procedure for Members

As at October 2015

This procedure has been developed to guide The Association Members and future Members as to how to obtain and maintain Membership of The Association.

This procedure allows The Association to manage its Members and future Members.

Procedure for Members

The application form must be completed in its entirety otherwise the application is deemed void.

An application for membership must be accompanied by the evidence of payment of the correct subscription fee. Once received with the correct subscription fee, membership applications are put on the agenda for consideration at the next committee meeting.

Approval of applications is at the discretion of the committee. The committee will give strong consideration to reinstating any previous Member if the Member or their parent/guardian has been in breach of the Constitution, By-Laws, Policy and Procedures.

All Members of The Association must abide to the Constitution, By-Laws, Policies and Procedures. Any breaches of these will result in membership being revoked with no refund of fees. All Members must acknowledge that The Association's Committee has the final say in every decision.

All Members must ensure that The Association must not be used to promote individual beliefs, behaviours or practices that are unrelated to the activities of The Association

Members recognise that any discussion that is negative or non-constructive should not occur within the confines of an area being used for Association activities. Bullying or malicious gossip shall not be

tolerated, nor is it acceptable for members to discuss personal problems or issues with the Association's Committee Members

In making the application and payment for membership, the applicant is deemed to agree to the Constitution, By-laws, Policies and Procedures of the Association.

FSAT Compliance - Privacy Act

The taking images of children aspect is covered under the ISA Member Protection Policy - Version 7 dated 30/09/2012. Reference details are:

Page 6 - Clause No: 3 - Who this Policy Applies to.

"This policy applies to all ISA Members and their members and overrides their policy where their policy is silent or seeks to exclude a part of parts of this policy"

Page 8 - Position Statements

Clause 6.2 - Taking Images of Children.

Images of children can be used inappropriately or illegally. The ISA requires that individuals and associations, wherever possible, obtain permission from a child's parent / guardian before taking an image of a child that is not their own and ensure that the parent knows the way the image will be used. We also require the privacy of others to be respected and disallow the use of camera phones, videos and cameras inside changing areas, showers and toilets.

If the ISA uses an image of a child it will avoid naming or identifying the child or it will, wherever possible, avoid using both the first name and surname. We will not display personal information such as residential address, email address or telephone numbers without gaining consent from the parent / guardian. We will not display information about hobbies, likes / dislikes, school etc as this information can be used as grooming tools by pedophiles or other persons. We will only use appropriate images of a child, relevant to our sport and ensure that the child is suitably clothed in a manner that promotes the sport, displays its successes, etc.

We require our Members and their association members and clubs to do likewise.

Noted:

The FSAT Membership Application Form includes a YES / NO option re consent to photography for skater's parents / guardians

FSAT Competition Entry forms also include a YES / NO option re consent to photography for skater's parents / guardians

Any person wishing to take part in any Association event must be a member for at least thirty (30) days prior to the registration date for that event, in order to participate.

A Membership commences January 1st and concludes 31st December.

Procedure of Membership form for The Committee

The new FSAT Membership Form for 2013 has been amended to facilitate easy reading for the applicant plus legibility / clarity for accurate processing of the document after receipt by scanning / emailing and possibly faxing of the application. Some copies received in the past have been poor reproductions and difficult to read.

Although it is not compulsory with electronic applications, it is also preferable that the membership application have a signature on it. This is less likely to be challenged should any incidents arise throughout the membership period. It is in PDF format as a means of subtly encouraging new members to download the application, sign it, scan and return it to us with signature evident.

Consequently, all the data has been split onto specific pages as detailed below:

1st Page - applicant's demographics - with room for extra details should there be more than one address / contact

2nd Page - type of membership - with options clearly defined and easy to read. Cost totals are also included on the second page

3rd Page - Payment Options - clearly outlined - for quick processing / cross referencing with bank statements.

4th Page - Agreement and Terms of Membership. Has adequate room for a more than one parent / guardian if necessary. Supporting information notes are also included on this fourth page.

5th Page - Adequate room for a signature. As the banks are trying to phase out cheques this option may not be applicable in the near future but this potential change can be addressed later in the year. Privacy Statement reference and additional membership info also included on the final page.

Appendix A - Membership Form