

BOSCO FOOTBALL CLUB

Uniform & Equipment Loan Policy November 2014



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1.0 Document Control

Version	Description of Change	Author	Owner	Approve	Issue Date
1.0	New Policy				19/11/14
1.1					

Legislation/Regulation	Reviewed by	Date of review
N/A		

Updates & Distribution List

Suggested changes to this procedure shall be proposed to the document owner. These shall be reviewed with the Executive Committee where relevant and, if applicable, approval of any proposed changes shall be provided by the Committee

When changes are made to this procedure the procedure owner shall save to: xxxxxxxxxxxxxxxxx.

The following shall be advised of procedure changes:

- Executive Committee
- Committee
- Any other roles identified as accountable or responsible

Next revision within 3 years after last issue date unless there have been changes in legislation or scope of application.

Bosco FC Uniform and Equipment Loan Policy 2015.docx



2.0 Introduction

All players are required to wear the Club's complete uniform as approved by the SSFA. This comprises the shirt, shorts and socks. Appropriate footwear and shin pads must also be worn in accordance with rules imposed by the SSFA, rules pertaining to jewellery, protective eye wear, hats, visors and other forms of dress that may apply.

3.0 General

Unlike many clubs that require players to buy their playing shirts Bosco Football Club provides all its junior players, up to and including Under 16, with a Loan Shirt, free of charge, for use during the competition. Players competing in the U18 and older age groups are required to purchase a Club shirt from the Club. Shorts and socks must be purchased individually from the Club.

4.0 Loan Shirts

Loan Shirts issued will remain with the players until the end of the season when they are to be returned in a clean laundered state. While the shirt is loaned to the player, the player's parents/guardians are responsible for the shirt.

5.0 Issue of Loan Shirts

The Loan Shirts are issued to the Team Manager once the teams have been formed following grading. The Team Manager will then issue the shirts to the players and parents who are required to sign for the Loan Shirt. The Team Manager shall record and maintain details of who the shirts were issued to.

6.0 Shirt Numbering

Players competing in the U12s and older age groups must wear a shirt that clearly displays a number on the back. Each player in a team must have a unique number.

7.0 Exchanging Shirts

In the event that there are two identical number shirts issued to a team the Team Manager needs to contact the relevant Age Group Coordinator to arrange for an exchange to a number not used by the team.

Similarly, if the size of a shirt is inappropriate the shirt may be exchanged to another size, subject to availability. If shirts are exchanged due to size the Team Manager needs to ensure that the alternative shirt does not have a number on it that has already been issued to other players in the team.

8.0 Use of Shirt

Uniform shirts may be worn to and from matches and during matches but must not be worn at any other time, unless for an approved Club related activity or event. When players attend training they are required to wear their own shirts and not the uniform shirt. The player is expected to take due care of the shirt once issued.



9.0 Return of Shirts

At the end of the season the Team Manager shall collect all of the Loan Shirts and return them to the Age Group Coordinator in a clean laundered condition. Parents shall sign off to confirm the return.

The Age Group Coordinator will check the records and identify any players that have not returned their shirt. The Team Manager must make all reasonable attempts to collect and return all the Loan Shirts by the nominated time for returning shirts. The Club is to be notified with the names of players who have not returned the Loan Shirts.

The Team Manager needs to provide sufficient notice to the players to ensure that shirts get returned in time to allow for timely return of the kit.

10.0 Loss or Damage to Shirts

If a shirt gets damaged, and the damage is small and easily repairable without obvious evidence, the shirt shall be repaired by a person suitably skilled to repair it. If the damage is substantial and cannot readily be repaired the player is to advise the Team Manager who in turn will arrange for a replacement shirt with the Club's Equipment Officer.

If a shirt is lost then a replacement needs to be obtained from the Club's Equipment Officer. The player will be charged with the cost of the replacement shirt unless it can be proven that the loss was not preventable by the player, or if other extenuating circumstances warrant waiver of the charge.

11.0 Failure to Return Shirts

If a player fails to return the loan shirt, the player will become liable for the replacement cost of the shirt. The cost charged will be the actual cost of a replacement shirt at that time. The cost may be waived in exceptional circumstances where the player can demonstrate that the loss was beyond his or her reasonable control, or in the event of genuine hardship.

Players who failed to return their loan shirt will be notified and asked to make the required payment within a specified time period. Failure to pay within the nominated time may give cause to place the player's name on a defaulter's list. In such event the player may not register in subsequent seasons until such time as the cost of the replacement shirt is paid in full.

12.0 Equipment

Each team will be provided with a match ball, training balls, high visibility managers vest and other items for use during the season. The Team manager shall ensure that all equipment issued is returned at the end of the season.

The Team Manager and Coach will be responsible for all equipment issued. At the Club's discretion the Team Manager and/or Coach may be liable for the cost of replacement of items lost or damaged whilst issued to their team.



13.0 Records

The Team Manager is required to sign for the Loan Shirts and equipment issued to the team. The Club will retain these records.

The Team Manager will also be issued with the Equipment Issue Form for the purpose of obtaining the parents' signatures when the shirts are issued. This form is to be returned to the Club as soon as possible once the shirts have been issued.

The Equipment Issue Forms will be returned to the Team Managers towards the end of the season so that they can again obtain parents' signatures as the shirts are returned.

When all the shirts have been received the Team Managers shall return the kit to the Age Group Coordinator, who will then sign off on the returned kits. A list of the names of players who have failed to return shirts will be compiled.

14.0 Hardship

Where hardship arises such that a player cannot meet the obligation to pay for a replacement Loan Shirt the Club Secretary must be notified in writing. The Club Executive will then consider the situation and, in consultation with the player (and / or their parent), agree to a payment plan on the merits of the individual case and circumstances. All requests for consideration will be confidential to the Club Executive. It is essential that cases of hardship be notified to the Club's Executive before the player is put on a defaulter's list.

15.0 Disregard

Disregard of this policy may be considered as a breach of the Code of Conduct. This could result in the player's inability to register for future competitions with the Club or other clubs affiliated with the Sutherland Shire Football Association

