



## Uniform Policy

### **Introduction**

This Policy lays out the guidelines for all levels of Kiama Downs Surf Life Saving Club Inc in relation to the provision of a club uniform to members. It shall be read in conjunction with the Constitution of the Kiama Downs Surf Life Saving Club Inc.

### **Purpose**

To ensure all members of Kiama Downs Surf Life Saving Club Inc have access to the club uniform.

### **Responsibility**

A Uniform Officer will be elected at the AGM. The Uniform Officer will seek input into the Club uniform from;

- Junior activities
- IRB team and
- Senior members

The Uniform Officer may also request a sub-committee be formed to assist in everyday operations. The sub-committee may draw no more than one member from each of the following;

- Junior activities
- IRB team and
- Senior members

The uniform must be approved by the Executive Committee. The proposed uniform must then be ratified by the Management Committee prior to being introduced as the Club uniform. Changes to the uniform will only be implemented with agreement from the Executive Committee.

### **Procedure**

#### ***Uniform***

The uniform will be in club colours. Where practicable the club logo will be displayed on the left hand side.

The uniform determined by the Executive and agreed by the Management Committee will be the only uniform to be worn by members representing the Club in an official or competitive capacity. The club uniform will be reviewed every three years.

All items of the approved uniform will be made available for purchase via the online store.

### **Cost to Members**

The cost of uniforms will be charged at the cost price with a 10% increase on all items – rounded to the nearest dollar.

### **Stock on Hand**

Large quantities of uniforms will not be held in stock with the exception of;

- rash vests
- competition singlets
- competition caps;
- caps

To satisfy minimum numbers when placing orders with suppliers it may be necessary to hold some swimwear in stock. The amount of swimwear held should be kept to a minimum.

All stock will be held securely within the clubhouse.

At the beginning of the season an audit is to be conducted to determine stock on hand.

A final stocktake will be taken at the end of the financial year and the amount of stock held noted in the balance sheet.

### **Conclusion**

The above policy will assist in ensuring that all financial members of the Kiama Downs Surf Life Saving Club Inc have access to, and the opportunity to purchase, an approved club uniform.

### **Reference and Further Reading;**

Kiama Downs Surf Club online store;

<https://kiama-downs-surf-life-saving-club-inc.square.site/>