



Uniform Policy

Melbourne University Futsal Club

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Roles and Responsibilities:

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Approval:

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1. Objectives

- 1.1. The objectives of this policy are to
 - 1.1.1. outline the standards, expectations, and responsibilities relating to the wearing, care, and management of club uniforms.
 - 1.1.2. Ensure a strong sense of Club identity and reputation across all performance teams

2. Scope

- 2.1. This policy applies to:
 - 2.1.1. All members of the Club, and to people authorised to undertake Club activities.
 - 2.1.2. Coaches, Volunteers and team officials
 - 2.1.3. Any representative of the club participating in sanctioned competitions, events, or promotional activities
- 2.2. This policy does not apply to off-court apparel and club merchandise.

3. Authority

- 3.1. This policy is made under the Melbourne University Futsal Club Constitution and supports compliance with:
- 3.2. External Competition Obligations (such as Football Victoria, Unisport Australia and Series Futsal)

4. Policy

Uniform Standards

- 4.1. Members must wear the official club playing kit for all matches
- 4.2. Members may be required to wear club provided uniforms for club trainings and official events where appropriate
- 4.3. All Uniforms must be clean, presentable, and in good condition.
- 4.4. The Committee will approve new designs of Club Uniforms to ensure they align with the Club's Brand, Identity and meet any compliance obligations
- 4.5. No alterations to playing kits are permitted.
- 4.6. Replacement of damaged or lost items is the responsibility of the member, unless due to fair wear and tear.
- 4.7. All uniforms must comply with competition rules and safety requirements.

Ordering and Distribution

- 4.8. Uniforms must be purchased through the Club's approved supplier.
- 4.9. The Club may set ordering windows. Late or special orders may incur additional costs or delays.
- 4.10. The Equipment Officer will complete a stocktake annually or as and when required for special orders.

Costs and Financial Support

- 4.11. The Cost for club-owned playing kits will be absorbed into the membership fee, evenly across multiple seasons.
- 4.12. Player Owned Playing Kit prices are set annually by the Committee.
- 4.13. Members are responsible for purchasing required items relevant for the competitions they are participating in.

Club-Owned Uniforms

- 4.14. Uniforms numbered #50-99 will be reserved for Club-Owned Playing Kits.
- 4.15. Teams may be allocated a Club-Owned Playing Kit for a season
- 4.16. Club owned Playing Kits must be returned at the end of the season or upon request from the Club Equipment Officer.

- 4.17. Teams and their Members are responsible for washing and caring for their provided playing kits and ensuring they are brought to match days. Team Managers may schedule a washing
- 4.18. The Club will endeavour for each team to have its own Club-Owned Playing Kit as a minimum. Player-Owned Playing Kits should only be explored as a value-add rather than a club requirement.
- 4.19. The Equipment Officer will organise new Uniforms each season where the Club have Sponsorship obligations.
- 4.20. Fines and/or replacement costs will be applied to either Teams or specific Team Members where Club-Owned Equipment is lost, damaged or not returned.
- 4.21. The Club may apply further action against individuals with funds owing to the club under 4.20 consistent with the Club's Financial Management Policy.

Player-Owned Items

- 4.22. Players must own their own:
 - 4.22.1. Futsal Shoes
 - 4.22.2. Shin Guards
 - 4.22.3. Goalkeeper Gloves/Knee Pads/Elbow Pads (where appropriate)
- 4.23. The Club will generally not supply dispensable match day equipment (strapping tape, electrical tape, finger tape etc), and players are responsible for supplying their own needs.

Variable-Owned Items

- 4.24. Depending on the competition requirements, the following items may be owned by either the player or the club:
 - 4.24.1. Playing shorts
 - 4.24.2. Playing socks

Player-Owned Uniforms

- 4.25. Players may purchase their own uniforms.
- 4.26. Uniforms numbered #01-49 will be permissible for Player-Owned Uniforms.
- 4.27. If the Club does not have sufficient
- 4.28. Player Numbers will need to be unique per playing and will be assigned on a first-come first-served based on order of registration.
- 4.29. If the Club has a new sponsor for a future season, or a clash of numbers exists, the Player will be required to purchase a new Playing Kit or revert to wearing Club-Owned Kits.

Social Competition Uniforms

- 4.30. Social Competitions entries are required to list the colour of their Playing Kit in their team entry
- 4.31. Teams who are deemed to not be in matching Playing Kits, as determined by the Match Official, will be required to wear bibs for their match.
- 4.32. If a Playing Kit Clash Occurs, the team listed as the away team will be required to wear Club-Owned Bibs.
- 4.33. Whilst teams providing their own Playing Kits are strongly encouraged to promote a good and enjoyable atmosphere, no penalties will be applied for teams that do not have matching Playing Kits.

5. Procedural principles

- 5.1. Teams must reduce the cost prohibitive nature of performance and social competitions. The Club will do this by ensuring a reserve of Club-Owned Uniforms,
- 5.2. A professional look and feel, and strong Identity to the Clubs Performance team
- 5.3. The Club Equipment Officer will keep a register of Club Assets and Equipment which will include Club

- 5.4. The Team Manager of each team will be responsible for understanding who has what Club-Owned Uniform to minimise the risk of damage, theft or loss.
- 5.5. Players will treat Club-Owned equipment with respect and care.

6. Roles and Responsibilities

Role	Responsibility	Limitations
Committee	• Oversee implementation of the Uniform Policy across all teams and competitions. • Approve all official uniform designs to ensure brand consistency and compliance with governing bodies. • Set pricing for Player-Owned Uniform items annually. • Determine ordering windows and approve any required exceptions.	• May not approve uniform designs that conflict with competition regulations or existing sponsorship obligations. • Cannot guarantee stock availability outside formal ordering periods.
Equipment Officer	• Manage procurement, stock control, and distribution of Club-Owned Uniforms. • Conduct an annual stocktake or additional stocktakes as required for special orders. • Maintain the Club Asset Register, including items loaned to teams and members. • Organise production of new uniforms where sponsorship agreements require updated kits.	• Cannot waive replacement costs for lost or damaged Club-Owned items unless approved by the Committee.
Team Manager	• Keep an updated record of which players hold which Club-Owned uniform items. • Coordinate washing schedules and ensure Club-Owned Playing Kits are available for match days. • Communicate uniform requirements, ordering windows, and responsibilities to team members. • Assist in the return and inspection of Club-Owned Playing Kits at season end.	• Cannot independently allocate numbers outside the Club's number ranges (#50–99 for club-owned, #01–49 for player-owned).
Coaches & Volunteers	• Ensure players comply with uniform standards during matches, trainings, and official events. • Support players in maintaining a professional appearance consistent with the Club identity. • Report repeated uniform	• Not responsible for managing inventory or the return of Club-Owned uniform items unless separately appointed as Team Manager

Role	Responsibility	Limitations
	breaches to the Team Manager and/or Committee.	
Players	• Wear the official Club Playing Kit for all matches and follow all uniform standards. • Maintain Club-Owned uniform items in good, clean condition and return them when required. • Purchase and supply all Player-Owned equipment (e.g., shoes, shin guards, goalkeeper gear). • Ensure playing numbers are unique within their team and comply with Club numbering rules. • Replace lost or damaged Club-Owned items unless deemed fair wear and tear.	• Cannot alter any playing kit. • Cannot self-assign numbers outside approved ranges. • Cannot expect the Club to provide personal consumables (e.g., tape, strapping).

7. Definitions

Playing Kit means the required uniform for official matches. It covers:

- Club jersey
- Club shorts
- Club socks
- Goalkeeper kit (if applicable)
- Captains armband (if applicable)

Club-Issued Items means items owned by the Club and loaned to members for the season or specific events.

8. Version History

Version	Approved By	Approval Date	Effective Date	Sections Modified
0.1	[Policy Approver]	20/06/2024	26/06/2024	

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