



01 January, 2016

SASISC By-Laws

This document states the By-Laws as of date of authorization by the Head Coaches and owners of the teams Adelaide Ice Magic, Mrs Bernadette Mercurio and Mrs Teresa Sinclair and also the SASISC Committee.

The Head Coaches Mrs Bernadette Mercurio, Mrs Teresa Sinclair and the Management Committee shall have the power to make, alter and rescind any by-laws that it considers necessary for the effective administration of the Club, provided that no by-law may be inconsistent with the SASISC Constitution.

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By-Law #1 – MANAGEMENT COMMITTEE

The Management Committee will communicate with skater families as much as possible through regular communiques that deal with synchro matters and the website www.adelaideicemagic.com and has an "open door" policy for all the team families at any time.

SASISC purpose

- To provide Fundraising and Grants to all teams to benefit and support teams to enable them to achieve their ultimate goals to compete in Clubs, States, Nationals, International, Worlds and Olympics.
- An incorporated entity for liability and fund-raising issues.
- Support for the management of the various teams (in areas of Common need while leaving each to their own specific operational issues)
- Share costs and organization resources for common kit and services (e.g. website video)
- Coordinating the logistics associated with Club wide activities e.g. attending National Championships.

SASISC aspirations

- Build the fabric of synchro community (e.g. through encouraging role models; club day outs; and allied activities such as nutrition talks)
- Encourage development of coaches.
- Encourage development of judging staff.
- Reduce team management and organization burden, collectively and individually.
- Increase opportunities for skaters (for skills; personal development; etc.)
- Reduce costs for skaters
- Overseas Coaches to visit and give knowledge on world circuit.

By-Law #2 – TEAM COMMITMENT AND ROLES

Teams operate with in the SASISC Club. The Club seeks to build and develop the pipeline from new emerging skaters to elite skaters, by building a pyramid whereby a large intake feeds into the teams above... Or think of it as a ladder with steps from the entry level ISA Division up to the Senior ISA Division. The health of the club and the sport relies on every step on the ladder..)

SEASON

A season typically runs from February through to National Competitions in November. It comprises of weekly sessions on ice and on occasion “camps” sometimes with international coaches and sometimes as “intensives” (team bonding) and some State based competitions.

TEAM MANAGEMENT

At the start of each year there are new skaters and parents in the entry level teams and they need support. SASISC agreed that it should assist with this transition period: SASISC if required will run the entry team, or squad, for the first say 8 weeks of the season with a view of identifying and helping people to fulfill team roles.

TEAM ROLES

1. No skater can take the role as a Team Manager or Team Service.
2. Team Manager has the role of looking after the team’s bookkeeping, Change Room, Fundraising, Costumes, stockings and allied stuff.
3. Change Room Attendants (chosen by the Team Coach and Team Manager) First Aid person(s)
4. SASISC liaison to be an observer at SASISC meetings, typically the Team Manager.

All skaters are asked to commit to getting their team to the highest level they can, in State, National and International competitions. The ultimate aim for the teams is to compete at the Annual Australian Figure Skating Championships (“Nationals”) held in capital cities across the country.

The skaters need to be at every practice possible, and any scheduled camp. A synchronized team has to consistently practice as a team for their formations to work. The teams will typically continue to skate during part of the holidays (except around Christmas).

SASISC noted the importance of having adult and guardian presence at the rink especially for the younger teams but also for all teams to provide the volunteer support required to maintain the respective teams.

By-Law #3 - GENERAL CONDITIONS OF MEMBERSHIP

The general conditions of membership for SASISC by which members must abide include:-

1. Skaters must attend all training sessions as advised by their Coaches and/or Team Manager.
2. The training and competition costumes are not to be worn at any other times than official training and competition sessions, as advised by the Coaching or Management Personal.
3. If a skater is to miss a training session for any reason, then the Coaches and Team Manager should be notified prior to the training session (this allows planning ahead of time for whatever the coach has in mind to do on the given day). Training fees will still be charged to the skater for missed session.
4. Skaters shall follow Coaches instructions at all times during practice and during all competition periods.
5. Skaters shall arrive between 15 to 30 minutes prior to any training session, and a minimum 90 minutes prior to any competition.
6. Skaters shall wear the required attire at all times at training and competitions.
7. The coaches can remove any skater from the ice for disciplinary action at any time.
8. Team selection, music, routines is the sole responsibility of the Coaches.
9. Selection of team leadership group is the responsibility of the Coaches.
 - Skaters shall join SASISC
 - A SASISC application form is required of each skater, including when there are sibling SASISC skaters, to confirm compliance with the Constitution and bylaws, relevant policies and procedures (e.g. on ice etiquette) All skaters must also fill in the Medical Form and Return to their Team Manager.

By-Law #4 - STATE REPRESENTATION AT NATIONAL COMPETITIONS

When selected for National Competition to represent South Australia, team members shall comply with the following:-

1. At all times skating team members must wear the official state uniform.

2. All skating team members must stay on the grounds of the official team accommodation unless with permission of the Coaches and Team Manager.
3. It is the responsibility of all skaters to be punctual and ready to skate as directed by the coaching and Team Management Staff.
4. Skaters and/or parents/guardians are solely responsible to ensure the compliance to the 'Drugs in Sport' regulations.
5. Skaters are responsible for their own equipment.

By-Law #5 - COSTUMES

Skaters can keep those items for which they individually pay (e.g. costumes, off-ice uniform etc.). Other kit (e.g. headpieces are generally to be returned for use by the following year's team). Any dresses on hire must also be returned after the season.

Standard Skaters Team Uniform is determined by the Directors of Coaching Mrs Mercurio and Mrs Sinclair in consultation with the Management Committee and takes into consideration the needs of all the teams in the Club.

The Standard Skaters Team Uniform includes AIM gear Off-Ice, On-Ice (Training) kit as listed on the Club Website. Nationals Representation involves a specific skating costume; State Representation Jacket & Pants and a Skate Bag etc.

By-Law #6 - FEES, PAYMENTS & FUNDRAISING

Weekly fees to cover ice rink hire and coaching will be determined by the respective team management structures, in consultation with the Coaches where required, and in accord with the team's annual budget based on the number of skaters and regular costs of ice time and coaches.

These fees apply even in cases of occasional absence due to for instance illness, holidays etc. The team may consider easing this in the case of prolonged illness/injury/etc.

Occasional camp fees will generally be calculated so as to cover costs of the activities involved etc. The team may consider easing this in the case of prolonged illness/injury/etc.

If fees are paid by electronic funds transfer please ensure the description commences with the skater name (i.e. At least the first four characters) followed by

a reference to the reason for the payment; and email a copy of the transaction to the Team Book-Keeper/Treasurer as proof of payment (or hard copy).

Skaters are required to pay Coaching fees for all competitions and is to be paid prior to the event.

Various fundraising activities are held by teams and SASISC to accrue funds which can go towards individual skater's costs for Nationals and International Competitions.

Skaters and families should participate in fundraising events to contribute to the team's costs (e.g. registration fees; ice time; coaching fees; costumes; etc.). Participating in fundraising activities by skater families may be recorded and funds thereby raised may be credited against their respective levies. Variations can be recommended to the team management by the designated coordinator of the given event.

SASISC agreed that:-

- *Skaters/parents to be made aware that fees are to be paid weekly*
- *If there are financial difficulties, the Treasurer is to be notified ASAP so that alternative payment arrangements can be negotiated.*
- *If no contribution (even an agreed lesser amount) to weekly fees has been made in a 4- week period, the skater will not be allowed on the ice until rectified (at least in part)*
- *Skaters with outstanding balances from previous years not be allowed to recommence skating until their balance from the previous year is cleared (some alternative method of repaying the debt is agreed). Such discussions and negotiations should be done in good faith with the health and welfare of the skater and the team's situation in mind.*

By-Law #7 - DOUBLE & TRIPLE TEAMERS

Occasionally we have skaters who skate in more than one team, a practice known as "double/triple teaming"

SASISC agreed that there are 2 categories:

- (A) a skater who personally wishes to skate in 2 or 3 teams (often from the start of the Season)
- (B) a skater who has been requested by the Directors of Coaching to assist with a team that is short of numbers. In the case of Skater (A), it was agreed that the skater should (at least initially) pay the full cost of participating in the "second & third" team as well as the "Home" team.

In the case of Skater (B), it is recognized that they are assisting the 2nd or 3rd team (not only through increasing numbers but also increasing skills and leadership with the group when “skating down” and should have their weekly fees for the “second and/or third” team waived. They should however be responsible for individual fees such as competition entry fees, dresses, tights, hairpieces, airfare travel arrangements. They should be eligible to participate in fundraising activities held by both their teams and the club.

SASISC reaffirmed this, agreeing that:

There was acknowledgment that double/triple teamers are helping the club develop when asked by the coach to act as a double/triple teamer for another division and as such, should only pay weekly fees in their primary team.

However, should a skaters seek of their own volition to participate in a “second/third” team (for example in order to stretch themselves to higher skating competencies) then they will be subject to all normal fees unless waived by SASISC in the relevant Team Mangers taking into the consideration all factors.

By-Law #8 - DRUGS INSPORT

Synchronized Ice Skating teams are subject to the same Drugs in Sport Regulations that apply to any sporting body competing at a State or National Level. If any member is found to have taken a banned substance during competition, the whole team will be disqualified. If a skater is found to have taken a banned substance before nationals, the individual will be banned from competition.

Remember that the ruling applies not only to illicit drug use and performance enhancing drugs, but to prescription, herbal and over-the-counter medications (and even some drugs found in sun screens). If your child is on a prescription, check the “Drugs in Sport” handbook, or ring the enquiry line on 1900 020 506 and ask if it is permissible. (Local doctors and pharmacists may not know – ring the Drugs in Sport ASADA for confirmation or go to the website and check the following substances:- <https://www.asada.gov.au/substances>

By-Law #9 - INSURANCE

Personal skaters Insurance is provided through ISA Membership. Please check the website:- <https://www.isa.org.au/isa-insurances>

By-Law #10 — SPONSORSHIP AND PAYMENT TO SKATERS

Sponsorship & Payments to skaters shall be in accordance with ISU & ISA Regulations.

Because the skating team members are amateurs, they cannot accept any contributions directly. Any “sponsorship money” is paid into the team bank account via the Treasurer to protect the skaters’ amateur status. Please check about sponsorship or official funding before it is organized to ensure that it complies with procedures.

By-Law #11-ASSAULT ON ANY OTHER PERSON

Skater Assault on Any other Person:

Any skater who assaults any other person shall be required to come before the Management Committee who shall determine any such penalty deemed to be appropriate including loss of club membership. The coaches and/or Team Manager shall order the skater away from the event or training.

Parent Assault on Any other Person:-

Any parent who assaults any other person shall be required to come before the Management Committee who shall determine any such penalty deemed to be appropriate. At the request of the coaches and/or team manager, the parent may be asked to leave a given event or training.

By-Law #12 - COACHING APPOINTMENTS

The Directors of Coaching Mrs Bernadette Mercurio and Mrs Teresa Sinclair will appoint Team Coaches if they are needed.

By-Law #13 - CONFLICT OF INTEREST

Skater Conflict of Interest:-

Any skater who believes that there is a conflict with any official of their team shall contact a member of the Management Committee for assistance.

Parent Conflict of Interest:-

Any parent who believes that there is a conflict with any skater and/or their team shall contact a member of the Management Committee for assistance.

Coach Conflict of Interest:-

Any parent who believes that there is a conflict with any skater and/or parent of their team shall contact a member of the Management Committee for assistance.

Committee Conflict of Interest:-

Only one family member can be on the Board and Committee at any given time for the purpose of running the SASISC without any prejudice, this also includes any relatives of the families.

A member of the Management Committee or a club member who is appropriately capable shall then be appointed to the Club "grievance coordinator" to handle the perceived conflict. The grievance coordinator shall recommend to the Management Committee any results of the process to be endorsed and acted on by the Management Committee.

By-Law #14 – SKATE INJURY

It is the responsibility of each skater to avoid injury as far as is possible both in and out of skating activities.

The health and well-being of each skater is the responsibility of each skater's parent(s)/ guardian. In the event of injury at a time when no parent/guardian is present the team personnel present will seek appropriate medical attention including calling an ambulance if this is deemed necessary.

If a skater has an existing medical condition this must be brought to the attention of the team Coaches and Team First Aid person.

By-Law #15 - SUB COMMITTEE APPOINTMENTS

From time to time the Management Committee may form sub-committees of specific purpose and term. All sub-committee membership appointments shall be made and or approved by the Management Committee.

By-Law #16 – MOBILE PHONES

The Coaches request that skaters do not have mobiles around during training. Contact the Coaches or Team Manager direct if there is an urgent need.

By-Law #17 - COMMUNICATIONS

Internal

A regular newsletter from the Management Committee may be issued to increase club communications and understanding.

Coaches

The Directors of Coaching is responsible for keeping the Synchro coaching community informed of relevant issues and SASISC actions from time to time.

Document Revisions

Rev.	Details	By	Date	Changes	Approved
A	Original Document Created	Bob Battersby	1/01/2016	01/01/2016	01/01/2016
B	Modifications	Sofia Kelly	05/02/2016	05/02/2016	05/02/2016
C	Harmonizing references to "the Club" and Incorporation of SASISC meetings decisions as agreed at 1 November 2015 and approved 1 November 2015 meeting	Bob Battersby	01/11/2015	01/11/2015	01/11/2015