



SKATE AUSTRALIA

**INTERNATIONAL COMPETITION
NOMINATION, TRAVEL AND
ACCOMMODATION POLICY.**

BY-LAW NO. 17

*Adopted by Skate Australia Board
September 2005*

PREFACE

The purpose of this By Law is to provide a policy in relation to individuals attending International Competitions as well as a travel and accommodation policy for all Skate Australia International Teams. This policy is made pursuant to clause 30 of the SA Constitution.

This Policy confirms that the SA Board has the responsibility of all aspects in relation to international competitions however the SA Board may delegate some or all of the responsibility to the appointed Team Manager and/or National Branch Chairman.

1. Individual Nominations for International Competitions

All individual athletes wishing to compete in a F.I.R.S. Sanctioned International Event or Competition with the exception of competitions for which nomination is through the selection process for Australian Teams (Asian Championships, Oceania Championships, World Championships, German Cup) must initially apply to their State Vice President a minimum of four (4) weeks prior to the competition date.

All applications must include the following:

Name of competition

Dates and venue

Closing date of nomination

Confirmation that it is a F.I.R.S. Sanctioned Event

The State Vice President will forward the application to the National Branch Chairman with a recommendation to either approve or reject the application. If the application is to be rejected the State Vice President must provide a written report on reasons for the rejection.

The National Branch Chair will have the final decision as to whether the application is approved or rejected and make the recommendation to the National Office.

The National Office will prepare the appropriate Sanction to the individual athlete with copies to the National Branch Chair.

2. Individual Training – Overseas Countries

Individual athletes considering training overseas with either an international coach or their own personal coaches must obtain endorsement from Skate Australia. They should initially apply to their State Vice President a minimum of four (4) weeks prior to departure date.

All applications must include the following:

Name of coach

Date of travel

Name of city/country traveling to

Purpose of visit

The State Vice President will forward the application to the National branch Chairman with a recommendation to either approve or reject the application. If the application is to be rejected the State Vice President must provide a written report on reasons for the rejection.

The National Branch Chair will have the final decision as to whether the application is approved or rejected and make the recommendation to the National Office.

The National office will prepare the appropriate Sanction to the individual athlete with copies to the National Branch Chair.

3. International Team Travel

Team travel for all teams must be coordinated through and approved by the appointed team manager.

All Team Members may make arrangements through the appointed Team Manager using flights and airline as chosen by the Team Manager.

Team members electing to make their own must comply with the following conditions:

Senior Team Members (e.g. over the age of 18 as at the 1st January in the year of the competition) may elect to make their own travel arrangements using an airline of their choice or frequent flyer points

Junior Team Members may elect to make their own travel arrangements using an airline of their choice or frequent flyer points only on the following condition:

That their parent/guardian provides a letter to Skate Australia giving permission for their son/daughter to travel separately from the team and nominating the responsible guardian who will travel with their child until they are checked in with the Team Manager at a time and place to be determined by the Team Manager

All team members electing to make their own travel arrangements will be provided with a day, time and place to meet the Team Manager and it will be their responsibility to ensure that they arrive at this location by the time required at their own expense.

All team members electing to make their own travel will be provided with a departure date and time and it will be their responsibility for transfers from team accommodation.

Junior Team Members return travel policy

Junior Team Members are required to provide a letter of permission from their parent/guardian advising who will be responsible for return travel should they not be traveling home with the team.

A copy of flight confirmation of flights booked through alternative arrangements must be provided to the appointed Team Manager or representative verifying the flight details. This applies to all team members whether under the age of 18 years or not.

4. Accommodation

All team members must be housed at the designated team accommodation with the exception of Masters Team Members who can apply to the appointed Team Manager for approval to be accommodated outside the team environment under special circumstances.

Any Masters Team Member electing to arrange their own accommodation must provide details to their respective team manager or representative.

Any Masters Team Member electing to arrange their own accommodation will be required to ensure that they arrive at any training and competition venue at a time and date as requested by the Team Manager.

5. Cost Share

The financing of all international competitions will be on a cost share basis with members of the team.

Travel and accommodation costs for team officials appointed by SA will be included in the team cost share, however team official costs will be shown separately on the team members account

6. Refund of Deposits Paid

All Team Members will be required to pay a deposit determined by the Team Manager to confirm their selection into the team.

Should a team member withdraw for any reason the deposit will be refunded less any expenditure incurred by Skate Australia on behalf of the team member prior to the team member withdrawing.