



## Sporting Communities CIC Uniform Policy

Sporting Communities is an organisation that is constantly in the public eye. Therefore in the interest of the safety of staff and the people they serve, it is essential staff are clearly identifiable. It is also important that our appearance reflects a high standard of service. Please ensure your uniform conveys a smart appearance at all times. It is vital that volunteers, participants and the public can identify who is a Sporting Communities member of staff. Staff must therefore ensure that uniform provided by Sporting Communities is worn at all times of work for Sporting Communities.

Please note that uniform provided remains the property of Sporting Communities and must be treated with the utmost care.

The uniforms issued must not be added to or altered by the individual.

Uniform is solely for Sporting Communities staff. If a staff member gives/lends his/her uniform to anyone else, they will be subject to disciplinary action.

On leaving Sporting Communities employment staff must ensure that all uniforms are returned to their line manager on the last day of service.

Staff must ensure that clothing is well maintained and cleaned as follows:

### **Washing Sporting Communities uniform:**

- All Sporting Communities **MUST** be washed at 30°C or lower.

### **Drying Sporting Communities uniform:**

- All Sporting Communities **MUST NOT** be dried in a tumble drier.

- All Sporting Communities with a printed logo (coats and hoodies) **MUST** be radiator dried inside out, or hung dried.

- All Sporting Communities **MUST NOT** be ironed.

If Sporting Communities uniform is damaged, the staff member must report that immediately.

Misuse of Sporting Communities clothing can render the staff member subject to disciplinary action.

I understand and agree to abide by this uniform policy.

Signed \_\_\_\_\_  
(Director/Manager)

Signed \_\_\_\_\_  
(Coach)