



CARDIFF JUNIOR TRIATHLON CLUB

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Club Constitution

1. Name

1.1 The club shall be called Cardiff Junior Triathlon Club (hereinafter called the Club)

1.2 The ownership of the club remains with the Club committee and Better leisure and is not transferable without joint agreement

1.3 The official colours of the club shall be black, red and sapphire blue

2. Affiliation

2.1 The club shall be affiliated to British Triathlon (BT) via Welsh Triathlon (WT)

2.2 Payment for affiliations shall be made by the club

3. Aims and Objectives

3.1 The club should benefit all children between the ages of 8 until their 18th birthday regardless of sex, sexual orientation, colour or race or religious beliefs

3.2 To promote triathlon and its associated disciplines to children of all abilities

3.3 To create a stepping stone from the children's sport and past time to the established sports clubs in the area

3.4 To provide the opportunity for young people to be involved in competitions to reach their full potential

4. Membership

4.1 Membership is paid by direct debit (XX a month) made to Maindy Leisure Centre, Better Leisure

4.2 Notice of cancellation must be made with Maindy Leisure Centre

4.3 New members will be asked to contact Maindy who will manage any waiting lists

4.4 All members will be subject to the regulations of the constitution and by joining the club, it will be deemed that athletes accept these regulations and codes of conduct adopted by the club

4.5 The ratio of children per coach will not exceed the guidelines stated by British Triathlon

4.6 Anyone taking part in any racing event or activity outside of the club's normal facility using the club's name, must be a fully paying members

4.7 All coaches must be fully DBS checked and the Welfare Officer attended a Safeguarding course

5. Committee

5.1 The management committee is made up of Chair, Treasurer, Secretary, Welfare Officer, Social Events Organiser, Head Coach. The officers of the committee will be elected/re-elected at the Annual General Meeting (AGM).

5.2 The committee must consist of five members to be quorate

5.3 The management committee will be responsible for adopting new policy, codes of conduct and rules that affect the management of the club

5.4 The management committee will have the power to appoint the sub-committees as necessary and appoint advisers to the management committee when necessary to fulfil its business.

5.5 Coaches have the right to attend management committee meeting

5.6 No employee of Better Leisure will be allowed to be elected onto the committee

6. Partnership

6.1 A partnership meeting between a Manager of Better Leisure and members of the committee shall take place as and when needed

6.2 Both the constitution and the services level agreement must be agreed and accepted by both parties

6.3 The agreement of these alterations must be accepted during a partnership meeting

7. Annual General Meeting

7.1 An AGM will be held, typically at the beginning of October

7.2 The membership of the committee will be elected/re-elected at this meeting

7.3 The AGM shall receive a report from officers of the management committee and a statement of the audited accounts

7.4 An Extraordinary General Meeting (EGM) shall be called by an application in writing to the secretary giving 14 days of notice and supported by a minimum of 5 people.

7.5 All members have the right to vote at the AGM

8. General Meeting

8.1 General Meetings are arranged by the management committee as and when needed but approximately one per month. General meetings are attended by the management committee, one members of the Better Leisure, a coach and junior representative

9. Finance

9.1 All club monies will be banked in an account held in the name of the club

9.2 The club treasurer and Chairman shall be responsible for the responsible of the clubs account

9.3 The financial year of the club shall end on March 31st annually

9.4 The club shall generate income from the club activities, sponsorship, grant aid, kit sales and race entry. All sponsorship of individuals shall pass before the committee before commitment

9.5 Any cheques drawn against the club funds should hold the signature of the Treasurer or Chairman

10. Alteration of the Constitution/General Rules

10.1 Alterations can only take place at an AGM/EGM with the agreement of the management committee

11. Discipline and Appeals

11.1 All complaints regarding the behaviour of members should be submitted in writing to the secretary

11.2 The Management committee shall have the appropriate power to take disciplinary action against any members, coach, parent or volunteer and shall have the authority to terminate the membership of any member guilty of conduct deemed to the detriment of the Club. The Management committee will determine if the governing body and Better Leisure needs to be informed of this conduct

11.3 The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made, within 14 days after the hearing

11.4 There shall be the right of appeal to the Management Committee against any decision made by an officer of the club

11.5 The appeal should normally be considered within 14 days of it being received by the Secretary

12.Voting Procedure

12.1 Voting rights remain with the parent/guardian/carer of the individual junior member. One member is entitled to one vote

12.2 The Chair is entitled to one casting vote only

13.Dissolution

13.1 A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership

13.2 In the event of dissolution, any assets of the club that remain after debts and liabilities have been paid will become the property of British Triathlon or Welsh Triathlon, and only used for the future development of Junior Triathlon. In addition, on a majority vote of the membership the remaining assets can be offered to another local junior triathlon club or junior sporting club to be used for the future development of junior sport

14. Child Protection Policy

14.1 The Club will adopt the child Protection Policies of British Triathlon. All sessions must be carried out by coaches who have gained official coaching qualification within British Triathlon or their equivalent discipline national bodies which cover child protection issues. For example, coaching of cycling can be done by individuals possessing a CU coaching qualification

14.2 All coaches will fully DBS checked by British Triathlon

15.Declaration

Cardiff Junior Triathlon Club hereby adopts and accepts this constitution as a current operating guide, regulating the actions of coaches, volunteers, members and committee.

Signed: Date:Name:

Club Chair

Signed: Date:Name:

Club Secretary