



Two Foot Higher

Trampoline and DMT Club

CONSTITUTION

1. NAME

The club will be called “TWO FOOT HIGHER TRAMPOLINE AND DMT CLUB” (herein referred to as ‘the club’) and will be affiliated to SCOTTISH GYMNASTICS.

2. AIMS AND OBJECTIVES

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Trampolining
- To promote the Club within the local and national community and Trampolining.
- To promote and maintain the highest possible standards of technical competence and safety within the club and the sport of Trampolining.
- To ensure a duty of care to all members of the club.
- To uphold the rules of Trampolining as outlined by Scottish Gymnastics.
- To provide all its services in a way that is fair to everyone.
- To ensure that all present and future members receive fair and equal treatment.

3. MEMBERSHIP

Membership will consist of office bearers and any members of the club who have paid their annual membership.

All members will be subject to the club rules and the regulations of the constitution and, by joining the club, will be deemed to accept these rules and regulations and codes of conduct that the club has adopted.

All members will be subject to the most up-to-date regulations of Scottish Gymnastics.

No person shall be refused membership on the grounds of race, colour, creed, religion, sex, sexual preference, impairment or disability.

All acceptances for membership shall be accompanied by receipt of the appropriate annual membership fee which will thereafter be payable on annual demand.

Fully paid up members may be elected and serve on the Club Committee.

All documentation will be made available to all members and hard copies can be provided on request.

Members will be enrolled in one or more of the following categories:

- Training and Competing Member
- Qualified Coach
- Volunteer Member

All Training and Competing Members will complete a Medical Consent form prior to being permitted to train in Club Sessions.

All Competing Members will have achieved the entry requirements for each competition as decided by the main club coaches.

All Coaches will comply with the Health and Safety plus Ethics and Welfare requirements as per most up-to-date requirements of Scottish Gymnastics.

SUSPENSION, TERMINATION OR REFUSAL OF MEMBERSHIP

The Club Committee shall be entitled to:

- Refuse membership on the grounds that such membership would be prejudicial to the objectives of the Club.
- Refuse renewal of an existing membership or terminate or suspend a membership on the grounds of sufficient reason, provided that the member concerned shall have the right to be heard by the full Club Committee before a final decision is made.
- The Club Committee shall inform the member, in writing, of any decision to terminate their membership.

A member may apply for re-instatement of membership at the next Annual General Meeting.

Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Club Committee and at Club Committee meetings or General Meetings and shall be suspended from taking part in any event under the control of the club or represent the Club at external events until such fees are paid.

Notification of the termination of a membership will be forwarded to the Governing Body.

4. MEMBERSHIP FEES

Membership Fees will be set annually and agreed by the Executive Management Committee. Membership Fees will be paid annually and training fees will be paid monthly in advance.

5. OFFICE BEARERS OF THE CLUB

The office Bearers of the club will be:

- **CHAIRPERSON**
- **SECRETARY**
- **TREASURER**
- **HEAD COACH**
- **CHILD PROTECTION COORDINATOR (CPC)**

Office Bearers will be elected annually (except for Head Coach and CPC) at the Annual General Meeting (AGM). All Officers (except for Head Coach and CPC) will retire each year but will be eligible for re-appointment.

Head Coach and CPC positions will be annually discussed and agreed by Office Bearers at an Annual Executive Management Committee Meeting (EMCM).

The Executive Management Committee (EMC) will consist of the Office Bearers of the Club. Only these Office Bearers have a right to vote at meetings of the EMC.

The EMC will be responsible for co-opting members onto the Executive Management Committee or Club Committee and for matters concerning training, coaching, including coaches' fees, and those matters related to the job descriptions per post.

6. **COMMITTEE**

Other Committee Posts available are:

- Development Officer
- Fundraising Officer
- Publicity Officer

The Club Committee will consist of the EMC, other official posts as listed above, plus ordinary committee members. Only the EMC and committee members have a right to vote at club committee meetings.

The Club Committee will be convened by the Secretary of the Club and will hold no less than four meetings per year.

The quorum required for business will be 50% of the EMC at either EMC or Club committee meetings.

The Club Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

Club Committee Meetings shall be open to all members of the Club.

No less than fourteen days' notice of any Club Committee meeting shall be given to members by the Club Secretary.

7. **FINANCE**

All club monies will be banked in an account held in the name "Two Foot Higher".

The Club Treasurer will be responsible for the up-keep of the finances of the club.

The financial year of the club shall run from 1st January to 31st December of the current year.

Any cheques drawn against club subsistence funds will hold the signatures of the Head Coach and the Treasurer.

The club shall have the power to raise money by means of yearly affiliation fees and competition fees as determined by the Club Committee at the AGM.

The Club will play weekly lottery tickets. Any winnings will be paid into the club account and it will be the responsibility of the Head Coach, Treasurer and Secretary to reach a majority vote to decide on how any money is spent or distributed.

8. ANNUAL GENERAL MEETINGS

Annual General Meetings (AGM) will be held at approximately twelve monthly intervals but no more than fourteen months after the date of the previous AGM.

Notice of the AGM will be given by the Club Secretary. Not less than 14 clear days' notice will be given to all club members.

The AGM will receive and confirm the minutes of the previous AGM.

The AGM will receive a report from Officers of the Club and a statement of the audited accounts.

The AGM will receive a presentation of the Club's projected financial situation for the forthcoming year and the setting of membership and training fees.

Nominations for Office Bearers of the EMC and official committee posts will consist of nominator and seconder and these, plus submissions of any other business, will be sent to the Secretary not less than fourteen days prior to the AGM.

Elections of Office Bearers and official posts (except Head Coach and CPC) shall take place at the AGM.

All fully paid up members have the right to one vote each at the AGM. In

the event of a tied vote, the Head Coach will exercise a casting vote.

Uncontested posts may be filled by nomination(s) and election at the AGM.

The quorum for AGMs will be 25% of the club membership.

The Annual Executive Management Committee Meeting (EMCM) will immediately follow the AGM and will finalise and sign constitutional changes in accordance with decisions made at the AGM. Head Coach and CPC positions will also be discussed and agreed at this EMCM.

The EMC has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. DISSOLUTION

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

In the event of dissolution, any assets of the club that remain will become the property of Enjoy Leisure.

10. AMENDMENTS TO THE CONSTITUTION

The constitution can be updated at any time by the Head Coach, Secretary or Treasurer but changes will only be accepted through agreement by majority vote of the three.

11. DECLARATION

Two Foot Higher hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: _____ DATE: _____

NAME: _____

POSITION: Club Chairperson

SIGNED: _____ DATE: _____

NAME: _____

POSITION: Club Treasurer