

# **CONSTITUTION**

## ***DORSET SCHOOLS AND YOUTH GYMNASTICS ASSOCIATION.***

### **1 Name**

The association will be called *DSYGA* and will be affiliated to *SWAGA*

### **2 Aims and objectives**

The aims and objectives of the association will be:

- to offer coaching and competitive opportunities in *Gymnastics*
- to promote the association within the local community and *Gymnastics*
- to ensure a duty of care to all members of the *DSYGA*
- 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 DSYGA**

Membership should consist of elected officers and representatives of the clubs in Dorset.

All members will be subject to the regulations of the constitution and by joining the *DSYGA* will be deemed to accept these regulations and codes of conduct that the association has adopted.

### **4 Officers of the DSYGA**

The officers of the association will be:

- Chair
- Vice Chair
- Honorary Secretary
- Treasurer
- any other relevant position.

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

### **5 Rules of conduct and etiquette of the DSYGA membership**

Members of the association are encouraged to adhere to the following:

- the provision and articles, regulations and statutes of *BG*
- the child protection procedures of *BG* in the relation to the use of video, film or photography shall apply at all gymnastic events
- the code of dress for participants of *DSYGA* competitions will be according to the *DSYGA* committee and *BG* guidelines
- no correspondence shall be sent on behalf of the *DSYGA*, unless agreed at a set meeting
- rules of *BG* relating to body piercing, jewellery and adornments shall apply
- all clubs affiliated to the *DSYGA* outside of a school must register all gymnasts with *BG*
- all coaches and judges must be current members of *BG* and coaches must hold a current qualification

- coaches must be qualified to the level relating to the performance of gymnasts and rules of competition.

## **6 Committee**

The association will be managed through the Management Committee consisting of: Chair, Honorary Secretary, Treasurer, any other relevant position.

Voting Members: each club who is in regular attendance is eligible to have one representative who may vote on committee decisions.

Meetings of the Management Committee will be convened by the Secretary of the DSYGA and held no less than 3 times per year.

The quorum required for business to be agreed at Management Committee meetings will be a minimum of 3 Officers.

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

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **7 Finance**

All monies will be banked in an account held in the name of the association.  
The Club Treasurer will be responsible for the finances of the association.  
The financial year of the club will end on: *31-8-annually*.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against association funds should hold the signatures of the Treasurer plus at least one other officer.

## **8 Annual General Meetings**

Notice of the Annual General Meeting (AGM) will be given by the Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be *3 Officers and 4 representatives*.

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

**9 Discipline and appeals**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 21 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

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 21 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 21 days of the Secretary receiving the appeal.

**10 Dissolution**

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

In the event of dissolution, a properly audited and final statement of accounts shall be prepared and placed before the members at a Special General Meeting which shall decide upon the disposal of any accumulated or surplus funds and other assets of the association.

**11 Amendments to the constitution**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

**12 Declaration**

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

SIGNED: ..... DATE: .....

Name: .....

Association Chair

SIGNED: ..... DATE: .....

Name: .....

Secretary