

**Welcome
To
Baldock
Junior
Badminton
Club**

Constitution

1. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities to members
- To promote the club within the local community
- To affiliate to Badminton England
- To ensure a duty of care and equal treatment to all members of the club
- To operate in a way that is fair to everyone

2 Membership

Membership should consist of officers and members of the club and shall be in accordance with Badminton England membership rules.

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

Annual Membership fees will be set and agreed by the Committee, or determined at the Annual General Meeting. Each time a player attends there will be an attendance fee, in addition to the annual fee. These fees will be used to pay for BADMINTON England affiliation fees, court fees, shuttles, coaching fees, plus any other costs associate with the running of the club.

3 Officers of the club

The Committee will be made up from the following officers of the club:-

Chairman

Treasurer

Secretary

All members of the club are eligible for these positions and any two of these positions can be held by one individual.

Officers will be elected annually at the Annual General Meeting.

4 Committee

The club will be managed through the Committee. The Committee will be convened by the Secretary, as required. The quorum required for business to be agreed at Committee meetings is all three officers.

The Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club. It will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

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

5 Finance

All club monies will be banked in an account held in the name of the club. Any cheques drawn against club funds should hold the signature of an Officer.

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

The financial year of the club will end on: 31st March.

6 Annual General Meetings

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

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

The AGM and the EGM are the only times the Constitution can be amended and then only by a majority vote.

Election of officers is to take place. All members have the right to vote.

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

7 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 (after the payment of all debts) will be evenly distributed amongst all members at the time of dissolution.

8 Declaration

Baldock Junior Badminton club hereby adopts and accepts this constitution as a current operating guide, regulating the actions of members.

Chairman

Signed: 

Name: Bob Green

Date: 28/8/21

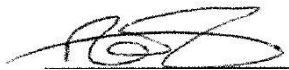
Codes of Conduct for Coaches & Helpers

All Club Coaches and Helpers must:-

- Consider the well-being and safety of participants before the development of performance.
- Make sure they are familiar with safety/emergency procedures at each venue.
- Develop an appropriate working relationship with performers, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Promote the positive aspects of the sport (e.g. fair play).
- Display consistently high standards of behaviour and appearance.
- Follow all guidelines laid down by BADMINTON England and the club.
- Hold appropriate, valid qualifications and insurance cover.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Never condone rule violations, rough play or the use of prohibitive substances.

It is also your responsibility to report any cause for concern to Bob Green, or Dave Bartlett at Hertfordshire Badminton Association 01707 715374.

Signed:



Name: Bob Green

Date: 28/8/21


Code of Conduct for Parents/Guardians/Carers

As a parent/guardian/carer of a child/children in the club, you are expected to abide by the following code of conduct:-

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding the good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgements.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Ensure your child has suitable clothing and equipment.

It is also your responsibility to report any cause for concern to Bob Green, or Dave Bartlett at Hertfordshire Badminton Association 01707 715374.

Signed:



Name: Bob Green

Date: 28/8/21

Code of Conduct for Young Players

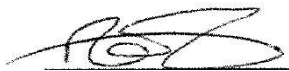
The Baldock Junior Badminton Club is fully committed to safeguarding and promoting the well being of all its young players. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and be encouraged to be open sharing any concerns or complaints they may have about any aspect of the club with Bob Green.

As a young player of the club you are expected to abide by the following code of conduct.

- All young players must play within the laws of the game and respect all officials and their decisions.
- All young players must show respect for other young players in the club and opponents.
- All young players must act in a safe manner and be aware of dangerous activities/situations at all times.
- All young players should keep to agreed times for sessions and competitions, and inform the appropriate person if they are going to be late.
- If having been selected for a competition or match, a young player is required to withdraw; they must inform the appropriate person immediately.
- All young players must wear appropriate badminton sports clothing for club sessions and competitions.
- All young players must pay any fees for training and events promptly or by the due date.
- Young players are not permitted to smoke, consume alcohol or drugs of any kind on the club premises or whilst representing the club. Players who are required to take prescribed medicine must discuss this with one of the coaches, before the session starts.
- All Young players must, before a session starts, inform coaching staff of any injuries that might affect their taking part in activities during the session.

It is also the young players' responsibility to report any cause for concern to Bob Green, or Dave Bartlett at Hertfordshire Badminton Association 01707 715374.

Signed:



Name: Bob Green

Date: 28/8/21

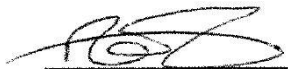
Child Protection Policy Statement

This child protection policy demonstrates the importance that this club places on the protection of children who participate in the club programme. The club is committed to ensuring that their young members are able to enjoy a wide range of activities in a safe environment. To this end, it fully supports and assents to the BADMINTON England Child Protection Policy and Implementation Procedures, their Code of Ethics and their Code of Conduct.

In the way of actions to adhere to these policies, the club will:

- Implement procedures to provide a duty of care for young people to safeguard their well-being and protect them from abuse
- Respect and promote the rights, wishes and feelings of young people
- Ensure that advice, guidance and training is available for all volunteers involved with the management of the club
- Adopt best practice to safeguard and protect young people from abuse and volunteers from false allegations
- Require all members and visitors to abide by all Codes of Conduct and Policies referred to in this Welcome Guide
- Respond to all incidents of suspicious poor practice and allegations seriously, swiftly and appropriately
- Report allegations, or incidence of suspicious poor practice to either **Bob Green**, or **The National Child Welfare Officer at BADMINTON England on 01908 268400**.

Signed:



Name: **Bob Green**

Date: **28/8/21**

Equity Policy

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.”

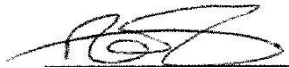
The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

Signed:



Name: Bob Green

Date: 28/8/21

Disciplinary Procedure

When anyone attending the club breaks the Code of Conduct, or Equity Policy the following Disciplinary Procedure will be enforced.

The facts will be established from all involved parties and witnesses.

If, after investigation by the committee, a person/persons are found to have carried out an act of 'gross misconduct':-

- They will be banned from the club immediately
- Their parent/guardian will be informed of the incident

If, after investigation by the committee, a person/persons are found to have carried out any other act of 'misconduct':-

- Their parent/guardian will be informed of the incident
- They will receive a verbal warning

If, after investigation by the committee, a person/persons are found to have carried out a second act of 'misconduct':-

- Their parent/guardian will be informed of the incident
- They will receive a written warning

If, after investigation by the committee, a person/persons are found to have carried out a third act of 'misconduct':-

- They will be banned from the club immediately
- Their parent/guardian will be informed of the incident

NOTE: If required, the police will be contacted about the incident.

Signed: 

Name: Bob Green


Date: 28/8/21

Emergency Procedures Guidelines

If an incident/accident occurs during club activities:

- Stay calm but act swiftly and observe the situation. Is there danger of further injury? If so, move to a safer location.
- Listen to what the injured person is saying.
- Alert the first aider who should take appropriate action for minor injuries.
- In the event of an injury requiring specialist treatment, call the emergency services.
- Deal with the rest of the group and ensure that they are adequately supervised.
- Try not to move someone with injuries. Wait for the emergency services.
- Contact the injured person's parent/carer.
- Complete an incident/accident report form.

Signed:



Name: Bob Green

Date: 28/8/21

