



Phoenix Triathlon (Guildford) Constitution - June 2018

Welcome

Welcome to Phoenix Triathlon (Guildford).

Phoenix Triathlon Club (Guildford) "the Club" prides itself on being a relaxed and relatively informal club, and we look to keep rules to a minimum, preferring to rely on knowledge, courtesy and common-sense.

The above said, we operate within the framework of the British Triathlon Federation (BTF) and Triathlon England. Our Constitution sets out our club ethos, as well as what the Club seeks from you as a member.

Objectives

The objectives of the Club are to promote and encourage the sport of triathlon by:

- Providing a safe environment in which people can meet to train for and compete in triathlons, duathlons and other multi-sport events irrespective of age, ability and sex,
- Organising regular training sessions in the various triathlon disciplines, and competitions;
- Providing access to advice in all aspects of the sport;
- Promoting the club by making Club kit available to its members and encouraging and supporting members to race, and to wear Club kit both when racing and training;
- Promoting the club within the wider local community and the sport of triathlon;
- Ensuring a duty of care to all members of the club;
- Providing all its services in a way that is fair and inclusive to all club members;
- To ensure that all present and future members receive fair and equal treatment;
- Developing membership of the Club;
- Organising social events to benefit the Club and its members.

Membership

- Anyone, aged 18 or over, interested in swimming, cycling, running, triathlon, duathlon, aquathlon or other multi-sport events shall be eligible for membership in the senior club.
- Any child, aged 8 or over, who is able to run, swim and cycle (without stabilisers) the required distances at the point of applying to join shall be eligible for membership of the junior club - subject to age group availability.
- Membership levels of the senior club are: Triathlon, Duathlon and Social.
- Members shall be admitted at the discretion of the Committee, and subject to capacity.
- Full senior club members shall be entitled to attend all Club meetings, training sessions, social events, receive Club newsletters and to vote at the Annual General Meeting (AGM).
- Members representing the Club are encouraged to promote the Club at all opportunities. This will primarily be by wearing Club kit where possible at races and also at Club training sessions.
- As a representative of the Club all members are asked to act in a fair, considerate and sporting manner and to abide by all race, traffic and Club rules at all times.
- Members are encouraged to check the Facebook group regularly to keep up to date with Club activities and news.



AGM

- Notice of the Annual General Meeting (AGM) will be given by the Club Secretary, with no less than 21 clear days' notice to be given to all members.
- The AGM will receive a report from officers of the Committee and a statement of the audited accounts.
- Nominations for officers of the Committee will be sent to the Secretary prior to the AGM.
- Election of officers is to take place at the AGM.
- All senior club members have the right to vote at the AGM.
- The quorum for AGMs will be 15 senior club members.
- 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.

Annual Subscriptions

- The amount of the annual subscriptions for membership shall be decided by the Club at the AGM and shall become payable on admission to the Club, and by January 31st each year.
- Members joining mid-year will pay a membership fee that is calculated on a daily pro-rata basis, or at the discretion of the Committee.
- No member shall, in any year, be entitled to exercise any rights or privileges of membership until his or her subscription for that year has been paid.
- Coaches receive honorary membership.
- The Committee can award lifetime membership.

Finance

- All club monies will be banked in an account held in the name of the club.
- The Club Treasurer will be responsible for the finances of the club.
- The financial year of the club will end on: 31st December.
- A provisional statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- All expenditure of club funds will be authorised by the Treasurer plus one other officer.

Officers of the club

- The Officers of the Club shall be: Chair, Social Secretary, Secretary, Membership Officer, Kit Officer, Head Coach, Head of Junior Club, Aquathlon Organiser, Treasurer, Welfare Officer, Training Co-ordinator and Web Master.
- The Officers shall be elected at the AGM each year to hold office until the conclusion of the next AGM.
- The retiring Officers shall be eligible for re-election.

The Committee

- The Committee shall consist of the Officers of the Club.
- The Committee shall manage all the affairs of the Club according to these Rules and Constitution and shall apply the funds of the Club to the Objectives of the Club.
- The Committee shall make amendments to these Rules and Constitution as they think fit.
- Any amendments shall be communicated to all current Club members and shall be subject to ratification at the next AGM.
- The Committee can only pass a rule/ change with at least 5 committee members present and in agreement.

Aquathlons

- Members are required to help out with at least two of the Club Aquathlons run each year and endeavour to attend/ help out at any other events throughout the year.
- Only when all roles (organising / marshalling) in the Club Aquathlons are fully allocated can members, at the discretion of the Committee, be permitted to compete in one Club Aquathlon – subject to available spaces.



Safety

- All reasonable steps will be taken to ensure the safety of Club members while training and racing. Subject to any relevant provision in law and the terms of British Triathlon Federation (“BTF”) insurance for those who are BTF members (www.britishtriathlon.org), the Club accepts no liability for the ill-health or injury of its members whilst racing, training or socialising.
- Club members should not participate in training, competitive or social/ un-coached activities with the Club unless sufficiently physically fit and not under the influence of any substance or medication that could affect health.
- All members are encouraged to undergo regular medical checks and to ensure they have adequate insurance for both training and taking part in events.
- Club members should have appropriate hydration and nutrition, and clothing that is appropriate to the weather and the activity.
- Any equipment used for training, competing or socialising should be appropriately maintained and fit for purpose.

Discipline and appeals

- All complaints regarding the behaviour of members should be submitted in writing to the Secretary.
- The Committee will meet to hear complaints within 30 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 7 days of the hearing.
- There will be the right of appeal to the Committee following disciplinary action being announced. The committee should consider the appeal within 30 days of the Secretary receiving the appeal.

Dissolution

- A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the senior Club membership.
- In the event of dissolution, any assets of the club that remain will become the property of a local charity, to be agreed at the AGM/ EGM at which dissolution is agreed.

Policies

- By joining Phoenix Triathlon (Guildford) members are required to read and accept our **Privacy Policy** which sets out the data that we collect and store, and how we use it.
- By joining Phoenix Triathlon (Guildford) members are also required to read and accept our **Guide to Coached and Un-Coached Activities**. This document sets out important differences between Coached and Un-Coached sessions.
- Members are encouraged to read our **Guide to Etiquette** which highlights a few common-sense pointers about training and socialising.



Disclaimer and Waiver of Liability

I understand that participation in the Club's activities is strictly voluntary on my part and that I take part entirely at my own risk. I accept responsibility for my own health and well-being and I understand and agree that I am solely responsible for any accident, injury or loss that I sustain prior to, during or after participating in the activities of the Club.

Furthermore, I confirm that if such accident, loss or injury does occur neither I nor my representatives, agents, estate (including but not limited to my heirs) will seek to hold any member of the Club or any person associated with the club collectively or individually responsible or liable in any way.

I understand that the Club is operated by volunteers in their free time and that these volunteers may not have undertaken any training, coaching or first aid qualifications. I will not hold these volunteers responsible for any injury, loss or damage which may arise as a consequence of my participation in the Club's activities.

I will not hold the Club responsible for any injury, loss or damage which may arise as a consequence of my participation in the Club's coached or un-coached activities.

I agree to the above conditions as a prerequisite to participation in the activities of the Club.

Name: _____

Signature: _____

Date: _____