

## Club Constitution - Leamington Athletics Academy (L.A.A.)

**1. Leamington Athletics Academy (LAA)** will be called and affiliated to the *England Athletics*.

### 2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Athletics
- To promote the club within the local community and Athletics.
- To manage the Leamington Athletics Academy
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.

### 3. Club Equity Statement

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.

### 4. Membership – L.A.A. Performance Athletes

To ensure all present and future members receive fair and equal treatment.

All members (Performance Athletes) will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members (athletes) will be enrolled in one of the following categories:

- Full member of L.A.A. and E.A. affiliated athlete
- L.A.A. member ONLY (all ages)

## 5. Membership fees

Membership fees will be set annually and agreed by the Committee or determined at the Annual General Meeting. Membership fees of £10.00 will be paid annually in September by all athletes, or upon joining the club. Athletes joining during Summer term will pay a £5.00 Membership fee.

## 6. Officers of the club

The officers of the club will be:

- Chair – Paul Berney
- Club Secretary – Rachel Berney
- Treasurer – Rachel Berney & Megan Clements
- Competition Officer – Louise Wilks
- Membership Secretary – Rachel Berney
- DBS verifier – Rachel Berney
- Welfare Officer – David Wilks, Rachel Berney

Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-appointment.

## 7. Committee

The club will be managed through the directors of the company Leam Athletics Academy Ltd and the accounts:

- Rachel Berney – Head Coach/ Secretary / Director
- Megan Clements – Accounts Manager
- Paul Berney – Chairman/ Director

These individuals will

- meet regularly to discuss club issues.
- The quorum required for business to be agreed at meetings will be: **three**.
- These will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- have powers to appoint subcommittees as necessary and appoint advisers as necessary
- be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution.
- be responsible for taking any action of suspension or discipline

## 8. Finance

All club monies will be banked in the current bank account held in the name of the club – ‘Leam Athletics Academy Ltd’

Authorisation is given by the Chairman for the power of attorney to be with LAA Club Secretary and Treasurer, with either to sign.

Any cheques drawn against club funds should hold the signatures of the Treasurer (Megan Clements) plus Secretary (Rachel Berney).

A statement of annual accounts will be produced by Ollis & CO. Chartered Accountants & Registered Auditors.

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

## 9. Annual General Meetings

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

Nominations for officers of within the organisation will be sent to the Secretary prior to an AGM.

Elections of officers are to take place when required or requested.

All members attending AGMs will have the right to vote. The quorum for AGMs will be **FOUR**

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

## 10. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's procedures. The club Welfare Officer(s) are the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing, or email to the Secretary and Welfare Officer and will be dealt with immediately and confidentially.

e. [welfare@leamingtonathletics.co.uk](mailto:welfare@leamingtonathletics.co.uk) (Welfare Officer)

e. [info@leamingtonathletics.co.uk](mailto:info@leamingtonathletics.co.uk) (Club Secretary)

The directors and committee will meet to hear complaints within five days of a complaint being lodged. All minor complaints communicated with via email with committee members, relevant coaches and those club members and parents involved in the issue. All matters will be considered confidential. 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 three days of the hearing.

There will be the right of appeal to the club ([chair@leamingtonathletics.co.uk](mailto:chair@leamingtonathletics.co.uk)) following disciplinary action being announced.

The committee should consider the appeal within three days of the Secretary receiving the appeal.

### **11. 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 acquired after affiliation will become the property of **KidsRunFree.co.uk**.

### **12. Declaration**

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

**Signed:**  
**Name: PAUL BERNEY**  
**Position: Chair**

**Date: September 2021**

**Signed:**  
**Name: RACHEL BERNEY**  
**Position: Club Secretary**

**Date: September 2021**