

Cambridge & Coleridge Athletic Club



Rules

Foreword - Interpretation of this document

The name of the club shall be Cambridge & Coleridge Athletic Club ('C & C') ('The Club'). The Constitution, Rules and Codes of conduct are written for the guidance of Members who are encouraged to familiarise themselves with the contents. The Club encourages all those who refer to the Constitution and Rules to do so with an open and positive approach, seeking to do the right thing in the best interests of the Club and the Members.

The Club Rules remain subordinate to the Club Constitution, the National Governing Body Rules of Competition, and any interpretation of this document must take account of the National Governing Body Rules of Competition.

Rule 1: The Club

The Club exists with the objects of the promotion of community participation in healthy recreation for the benefit of the inhabitants of Cambridge and the surrounding districts by the provision of facilities for athletics.

For this purpose, Athletics is defined as Track and Field Athletics (running, jumping, throwing), Sportshall Athletics, Cross-Country running, Road/Endurance running, Race-Walking and Fell Running.

Rule 2: Club Colours

The registered Club Colours are a white vest with two horizontal blue bands. The abbreviated club name, C&C, between the two blue bands on the front of the vest, and the C&C logo on the left front shoulder. C&C Athletes are required to wear these colours when competing for the club, unless the rules of competition provide exemption.

Rule 3: Membership

Membership is confined to Amateurs, as defined by the rules of the National Governing Body for Athletics, and must be in their Eleventh year or older on date of joining C&C as a full member.

Consideration for membership is open to all, regardless of ability, background, ethnic origin, religion, gender, sexual orientation or age (subject to minimum age limit above). See also Rule 4. Prospective Members must apply by completion of the C&C Membership form, giving all the details requested, and this must be accompanied by the appropriate payment. Final acceptance of Membership Applications is subject to confirmation by the Trustees at their next meeting.

The Membership list for Athletes aged Under 17, or any specific sub-age-group, may be closed from time to time if the Trustees believe that C&C does not have the coaching or other capacity to cope with the additional Membership. In such cases a sequential waiting list will be maintained to ensure fairness to prospective new Members.

Grades of Membership shall be: Waged Member, Unwaged Member, 2nd claim Waged Member, 2nd Claim Unwaged Member, Higher Competition Status Member, Student Member, Associate Member.

Members will be subject to the regulations of the Constitution and of these Rules and by joining the Club will be deemed to accept those regulations and codes of conduct the club has adopted.

Rule 4: Equity and Welfare

C&C shall promote equal opportunities for all people who wish to take part in Amateur Athletics and has adopted the equity and welfare policy of the National Governing body for Athletics. It will not discriminate in the provision of facilities or support for people on the basis of gender, ethnicity, religion, sexual



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orientation or any other irrelevant distinction. It will provide support and facilities for people with disabilities in every way it can within its means.

Rule 5: Subscriptions

The subscription is payable on completion of the Membership application form, and thereafter on the annual anniversary of Membership as shown on an individual's Membership receipt.

No Member whose subscription is more than 3 months in arrears is eligible to be selected for, or take part in any team or individual competition promoted by C&C, nor be eligible for an award.

No Athlete will be registered for the following competition year with the governing body, if their subscription is more than three months in arrears at the required date of registration.

In case of hardship, written applications for exemption can be made in confidence to the Membership Secretary.

The Trustees have power to expel any Member whose subscription is six months in arrears, provided that notice in writing of the arrears shall have been sent to the Member, addressed to his or her last known address, informing them of the proposed action of the Trustees.

Rule 6: Trustees

The management of C&C shall be vested in the Trustees in accordance with the Constitution

Rule 7. Resignation of Membership

Any Member wishing to resign Membership shall give notice in writing to the Membership Secretary prior to the end of their Membership year. In default of such notice, subscription for their ensuing Membership year shall become payable. Resignation may not be accepted if a Member is financially indebted to the club, and this may consequently affect first claim status transfers.

Rule 8. Disciplinary Matters

Any matter of a disciplinary nature shall be dealt with following the procedures set out in the Disciplinary Code of the National Governing Body, such that C&C acts for disciplinary matters within its remit in the same manner as the National Governing Body should act for such matters in its areas of responsibility.

The underlying principle is to protect the interests of the Club and the Member(s) against whom allegations have been made. All matters should be dealt with discreetly and confidentially.

Specifically the procedure will have four stages:

- a) An investigation of any substantial complaint or allegation will be carried out as swiftly as possible by at least two Members of the Club. The investigators should have played no previous part in the events or matters to be investigated. The person(s) against whom allegations are made shall be informed that an investigation has been instigated.
- b) The investigators will report their findings to a Club Officer (the Officer to be nominated by the Trustees) within a reasonable period, not normally greater than two months, stating whether or not there is a case to answer.
- c) If there is a case to answer a Hearing will be held by a Disciplinary Panel. The Panel will be appointed by the Trustees and will have three members, normally drawn from the Trustees and co-opted Members (if any), and who have not been previously involved in the event investigated. If specialist expertise is required, up to two further persons can be co-opted to the



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panel. The Panel and the Hearing will follow the same procedures as those specified for the equivalent National Governing Body Disciplinary bodies. The Panel Secretary will be a Club Member in attendance and not a member of the Panel.

- d) There shall be a right of appeal. The Trustees will appoint an Appeal Panel at the same time as the Disciplinary Panel is appointed. The Appeal Panel will have three members who should make every effort to exclude themselves from any discussion of the allegations so that their judgements are not prejudiced in the event of an appeal. If possible one member of the Appeal Panel should be an independent third party from outside the Club. Appeals can also be made to other relevant Athletics Bodies where appropriate, and will follow the disciplinary rules of those bodies.

Details of the Disciplinary Code should be made available to the individual(s) against whom allegations have been made and to any other person on request. The decision whether or not a complaint or alleged misconduct should be dealt with through the Disciplinary Code rests entirely with the Trustees, or through a General Meeting of the Club as set out elsewhere in the Club constitution.

Rule 9. Alterations to these Rules

No alteration to The Rules of C&C may be made except at the Annual General Meeting or at a Special Meeting convened for that purpose.

Rule 10. Personal data

C&C maintains databases of Club Members, Coaches and Officials, and also a file of medical information for emergency use.

C&C undertakes that data provided by Members will be used only for bona-fide club purposes, and only divulged to Members of the club who need the information to carry out their agreed duties. C&C is voluntarily registered under the Data Protection Act.

It is the responsibility of individual Members to inform C&C of any change of personal details such as address, telephone number, e-mail address or medical conditions.

Any communication or notice required by these rules shall be deemed to be given if sent to the last known address of any member or person entitled to attend. Similarly, medical information provided to para-medics in emergency will be the latest information in the club's possession which has been provided by the member.

Rule 11: Vice presidents

C&C may from time to time nominate Life Vice-Presidents. Award of Life Vice- Presidency shall be in honour of exceptional and consistent service to C&C in a non-competition capacity (for example, as an officer, coach or volunteer). All Vice-Presidents shall be honorary,

Rule 12. Matters not in the Constitution/Rules

The Trustees shall have power to deal with any matter not specifically provided for by the Constitution or these Rules.

Rule 13. Codes of Conduct

Members are expected to adhere to the codes of conduct and the National Governing Body Child Protection and Welfare Policy published on the C&C website and made available to all new Members. The codes of conduct cover Members, parents, coaches and Team Managers. In the event of any serious

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breach of these codes of conduct or in cases of child protection irregularities, a disciplinary action may be instigated in accordance with Rule 9.

Rule 14. Child Protection

The Club requires that all coaches, officials and other persons working with young people when requested, agree to Data and Barring Service Enhanced Check via the National Governing Body.