



## Mini/Junior Section

# CLUB CONSTITUTION

May 2009

## 1. INTRODUCTION

This document is the constitution of the Mini & Junior Section of Rossendale RUFC.

The name of the club will be:

Rossendale RUFC Mini & Junior section

## 2. AIMS OF THE CLUB

The stated aims of the club are:

- To promote the teaching and playing of the game of rugby union football in accordance with the rules of the RFU Continuum (Under 7 through Under 12 age groups), the RFU Youth Structured Season and IRB Laws of the Game (all age groups).
- To provide an enjoyable, safe, suitably resourced, welcoming environment for all children wishing to learn and play the game of rugby union.
- To promote the 'spirit of rugby'. This recognises and rewards effort, as much as achievement, and encourages enjoyment, teamwork and respecting the efforts of others.

## 3. CLUB COLOURS

The Club colours shall reflect those of Rossendale RUFC and consist of maroon and white shirts, white shorts and maroon and white hooped socks.

## 4. AFFILIATION

Rossendale RUFC Minis & Juniors are affiliated to :

- Rossendale RUFC (referred to as the Main Club)
- The Rugby Football Union (RFU)
- Lancashire Rugby Football Union (Lancs RFU)

The Club will adhere to all policies and procedures which are mandated or recommended by the RFU, Lancs RFU or any other appropriate governing bodies.

## 5. COMMITTEE

The committee of Rossendale RUFC Mini/Junior section are comprised of volunteers. The core committee, elected by the club members at the Annual General Meeting (AGM), is made up of the following elected officers:

- Chairman
- Vice-Chairman
- Treasurer
- Secretary
- Safeguarding Officer
- Fixture Secretary
- Kit/Equipment Officer

The committee are responsible for the administration and management of the Rossendale RUFC Mini/Junior section and finances. Any decisions taken by the committee will be by majority vote of the core committee members.

The quorum for making decisions is 3 elected committee members which must include at least one of the Chairman, Treasurer or Secretary. In the event of a split decision the Chairman shall have the casting vote.

Any member of the Club may stand for election in any of the officer posts. Elections will take place at the AGM which will be held annually, normally in June, and retiring officers are eligible for re-election.

## 6. MEETINGS

The Committee shall meet regularly throughout the year at Rossendale Sports Club. The meetings will be arranged and publicised at least 4 weeks in advance.

Each age group are encouraged to have one representative from their age group at the meetings to assist in the running of the Club and communication of the decisions taken to their age groups.

All meetings shall be open to attendance by any member of the Club who wishes to attend. Only the Committee shall be entitled to vote on decisions affecting the running of the Club.

Minutes of the meetings will be taken and distributed to the Committee and age groups following the meeting.

## **7. MEMBERSHIP**

Membership of the Club is open to all children between the ages of 6 and 17 as at the 1<sup>st</sup> September of each season.

Where possible, it is the intention of the club to run squads in each of the following age groups:

Minis : Under 7, Under 8, Under 9, Under 10, Under 11, Under 12

Youth : Under 13, Under 14, Under 15, Under 16, Junior Colts

## **8. SUBSCRIPTIONS**

The annual subscription becomes due on the first Sunday in September when the season starts. The rate of subscription will be agreed by the Committee and be reviewed annually at the AGM.

For new players joining after 1<sup>st</sup> January of a given season, a reduced rate may be made available at the discretion of the Registration Secretary and as approved by the Committee.

For special cases the Committee will consider the option to waive full or part payment of the subscription where it is considered that the child's family may have reduced means and enforcing payment would prevent the child learning and playing the game.

## **9. CHILD PROTECTION**

The Club will have a volunteer Safeguarding Officer and at least two members of the club, one of whom is a qualified RFU coach, will have attended formal child protection training.

The Club will have a Child Protection Policy (published separately to this document) which is available on our website and is freely available to all parents and children.

A copy of the document is distributed at registration.

All coaches, helpers and club officials that have contact with children as part of the Club are CRB (Criminal records Bureau) checked. A disclosure form is submitted through the RFU.

## **10. EQUITY**

The Club will publish and adopt an equity policy based upon the RFU Sports Equity Policy. Copies of this policy will be available on the club website or from any club officer.

## **11. COACHING**

Each age group will be run by one or more RFU Qualified coaches. Qualification will be by attendance at an approved, and appropriate to the age group, RFU Coaching course. The Club will fund the training courses for volunteer coaches.

## **12. INSURANCE**

The coaches will be covered by Public Liability Insurance arranged through the RFU.

## **13. FIRST AID**

It is the aim of the Club for each age group to have a coach or parent holding a current, relevant first aid qualification in attendance at all training sessions and matches.

## **14. CODE OF CONDUCT**

The Club will publish Codes of Conduct for all coaches, officials and volunteers working with young people, players and spectators.

Any breach of the respective Code of Conduct will result in appropriate disciplinary action being taken by the Committee.

## **15. DISCIPLINE AND APPEALS**

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

The Committee, with the exception of the Treasurer & Vice Chairman, will meet to hear complaints within 30 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including recommending termination of membership of the Senior Club.

Any disciplinary issue relating to a Mini or Junior Player, who has been sent from the field of play, (Red Card), or who has been reported for inappropriate behaviour by a Coach, will be dealt with by the Mini & Junior Disciplinary Committee. This Disciplinary Committee will be chaired by the Chairman of the Mini & Junior Club and will include the Head Coach and Welfare Officer. If there is no clear majority for a course of action then the Chairman will have a casting vote. The Disciplinary Committee will have the power to take appropriate action to deal with the incident. If this action is to ban the individual from playing for more than 6 weeks or to recommend suspension or expulsion from the Club then this decision must be ratified by the Committee.

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 14 days of the hearing.

There will be the right of appeal to a meeting of the Chairman of the Senior Club, the President of the Senior Club and the Treasurer & Vice Chairman of the Mini & Junior Club, (“the Appeals Committee”) following disciplinary action being announced. The Secretary & Vice Chairman of the Mini & Junior Club will attend the Appeals Committee meeting to present the views and decision of the Committee. The Appeals Committee will be chaired by the President of the Senior Club. Decisions of the Appeals Committee will be made by simple majority and in the case of a tie the President of the Senior Club will have a casting vote.

The Appeals Committee should consider the appeal within 21 days of the Secretary receiving the appeal. The Secretary & Vice Chairman should communicate the outcome of the appeal to the individual(s) concerned within 14 days of the appeal hearing. The decision of the Appeals Committee will be final.

## **16. DISSOLUTION**

A resolution to dissolve the Mini & Junior 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 will become the property of Rossendale Rugby Union Football Club.

## **17. AMENDMENTS TO THE CONSTITUTION**

This Constitution will only be changed through a resolution at either an AGM or EGM with a quorum of 20% of the members of the Club. The resolution will be passed with a simple majority of the members attending and voting.

## **18. DECLARATION**

Rossendale RUFC Minis & Juniors hereby adopts and accepts these rules as a current operating guide regulating the actions of members.