

## CONSTITUTION

### 1. NAME:-

The Club shall be known as the Bristol Falcons Badminton Club (BFBC) and shall be affiliated to the National Governing Body, Badminton England (BE).

### 2. OBJECTIVES:-

- To introduce and improve Badminton to new and established junior and senior players by offering coaching and competitive opportunities.
- To encourage both the competitive and social aspects of the game of Badminton.
- To advance Badminton through the provision of organisation and facilities for established and new members.
- To provide duty of care and protection to all club members.
- To ensure all club members are treated fairly and equally

### 3. POLICIES:-

The BFBC shall meet the aims of the BE policies for Equality, Safeguarding & Protecting Young People and Codes of conduct for players, coaches, volunteers, officials and parents as detailed in Appendix 1.

### 4. ELIGIBILITY FOR MEMBERSHIP:-

Membership shall be open to juniors and seniors of an appropriate maturity for the activities on offer and who are willing to abide by the club rules and policies and share the club objectives.

Members shall pay the membership fee at the agreed time.

### 5. ANNUAL FEES:-

The annual fees shall be agreed at a meeting prior to the new League season.

### 6. OFFICERS:-

The officers of BFBC are to be elected annually at the Annual General Meeting (AGM)

- Chairperson
- Secretary
- Treasurer
- Welfare Officer
- Coach
- Other positions as agreed by the membership

The elected officers will have the power to co-opt additional officers when they feel it necessary to do so.

### 7. ANNUAL GENERAL MEETING (AGM):-

The AGM will be held on a date to be advised to the members at least 14 days prior.

**8. AMENDMENTS TO THE CONSTITUTION:-**

Propositions to amend the constitution of BFBC must be put in writing and presented at the Annual General Meeting or a General Meeting. A minimum of fourteen days prior notice must be given to the Secretary in writing.

**9. VOTING:-**

Voting at the Annual General Meeting will be limited to one vote for each of the Officers and members and resolutions shall be passed by a simple majority vote.

Should a vote be tied, then the Chairperson (if elected) shall have the casting vote.

**10. EXTRA GENERAL MEETING (EGM):-**

An EGM may be called at any time by 25% of the members.

**11. FINANCES:-**

- Assets of BFBC shall be vested in the name of the Bristol Falcons Badminton Club and appropriately split between junior and senior sections.
  - All cheques will be signed by either the Treasurer, the Chairperson or the Secretary.
  - The Treasurer shall produce a statement of account for the club year.
  - An audited balance sheet will be produced within 3 months of the statement of account.

**12. DISSOLUTION OF THE CLUB:-**

Upon the dissolution of BFBC, if there remains after payment of all liabilities, any property, either cash or otherwise, the same shall be given or transferred to an organisation with similar badminton aims as agreed by a majority vote by the membership.

## APPENDIX 1

### BFBC POLICIES AND CODES OF CONDUCT

#### **A1. EQUALITY POLICY STATEMENT**

This club is committed to ensuring that equality and diversity is incorporated across all aspects of its development.

- The club respects the rights, dignity and worth of every person and will treat everyone equally and fairly, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club believes everyone has the right to enjoy badminton in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to challenge discriminatory behaviour and promote equality and diversity.
- Any incidents of discriminatory behaviour will be responded to swiftly and action taken according to our Disciplinary Procedures.

#### **A2. DISABILITY PLEDGE**

BFBC, believe that badminton is a sport for all, and pledge to make all reasonable efforts to provide opportunities for and work with disabled people who want to enjoy playing, coaching or volunteering in our club. We will ensure that all of our members and guests are treated with respect at all times.

#### **A1. CHILD PROTECTION POLICY STATEMENT**

This policy statement demonstrates the importance that this club places on the protection of children who participate in the club programmes. The club is committed to ensuring that all young members are able to enjoy a wide range of activities in a safe environment.

The club will:

- Adopt Badminton England's Safeguarding and Protecting Young People in Badminton Policy and procedures and is working to the Safeguarding Best Practice guidelines.
- Ensure that Badminton England DBS checks are undertaken for volunteers and coaches in regular contact with young people where they meet the eligibility guidelines.<sup>1</sup>
- Appoint a Welfare Officer who has attended recognised child protection training.
- Respect and promote the rights, wishes and feelings of young people
- Ensure that advice, guidance and training is available for all volunteers working with children in the club
- Require all members and visitors to abide by the club's Codes of Conduct and Equality Policy
- Respond to all incidents of suspicious poor practice and allegations, swiftly and appropriately
- Ensure that allegations, incidents and poor practice are reported to the Club Welfare

<sup>1</sup>Refer to [www.badmintonengland.co.uk](http://www.badmintonengland.co.uk)

Officer

A full copy of the Badminton England's Safeguarding & Protecting Young People Policy and Guidelines document is available from Badminton England or can be downloaded from the website [www.badmintonengland.co.uk](http://www.badmintonengland.co.uk)

## **A2. RECORDING/PHOTOGRAPHY POLICY**

General recording of club activities is only allowed by permission. Recording includes any recording of video, audio or images on cameras, video recorders mobile devices or any other media devices.

Permission is required from the session organiser and any participants subject to the recording.

Any club tournament or larger activity under organisation of the club may require the names, relationships and purposes of recording to be registered with the club.

## **A3. COMPLAINTS**

If any member has cause for complaint against other persons during the club activities, including training, coaching and matches then the matter should be taken to the club Welfare Officer.

If there is believed to be a conflict of interest with the Welfare Officer then the matter may be taken to the Avon County Welfare Officer.

## **A4. DISCIPLINARY PROCEDURES**

Members who show disregard to the codes of conduct will be warned and if they continue with behaviour contrary to the codes they may be barred from taking part in club activities by agreement of the committee.

## **A5. CODE OF PRACTICE FOR CLUB OFFICIALS AND VOLUNTEERS**

The essence of good ethical conduct and practice is summarised below. All volunteers must:

- Consider the well-being and safety of participants before the development of performance.
- 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 badminton (e.g. fair play).
- Display consistently high standards of behaviour and appearance.
- Follow all safeguarding and best practice guidelines laid down by Badminton England and the club.
- Hold appropriate valid qualifications and insurance cover, including being a member of the coaching register if a qualified coach.
- Never exert undue influence over performers to obtain personal benefit or reward.
- Never condone rule violations, rough play or the use of prohibited substances.
- Encourage participants to value their performances not just results.

- Encourage and guide participants to accept responsibility for their own performance and behaviour.
- Not use social or other electronic media to publicly criticise any other player, parent or official involved in the game of badminton or otherwise bring the sport into disrepute through inappropriate communications.

## **A6. CODE OF PRACTICE FOR PARENTS/CARERS**

Please help the club provide an atmosphere and culture that encourages fair play and promotes badminton.

- Encourage your child to learn the rules of badminton and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Support your child's involvement and help them to enjoy their sport.
- Never force your child to take part in sport.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgements or decisions.
- Support your child's involvement and help them to enjoy badminton.
- Use correct and proper language at all times.
- Encourage and guide performers to accept responsibility for their own performance and behaviour.
- Ensure your child arrives and is collected on time for club sessions and events.
- Ensure your child's fees are paid promptly by the due date.
- Do not use social or other electronic media to publicly criticise any other player, parent or official involved in the game of badminton or otherwise bring the sport into disrepute through inappropriate communications.

## **A7. CODE OF PRACTICE FOR MEMBERS**

Bristol Falcons Badminton Club is fully committed to safeguarding and promoting the well being of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open in sharing any concerns or complaints they may have about any aspect of the club with the Chairperson, Welfare Officer or Head Coach.

As a member of Bristol Falcons Badminton Club, you are expected to abide by the following code of practice:

- All members must play within the rules and laws of badminton and respect officials and their decisions.
- All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background or religious beliefs or sexual identity.
- Members should keep to agreed timings for training sessions and competitions and inform their coach or appropriate official if they are going to be late.
- Members should, if selected for a competition or match, inform their coach or

appropriate official immediately if they are required to withdraw. Members must wear suitable badminton sports clothing for club sessions and competitions, as agreed with the coach or officials of the club.

- Members must pay any fees for training and events promptly or by the due date.
- Junior members are not allowed to smoke, consume alcohol or drugs of any kind on the club premises or whilst representing the club. (Junior members who are required to take prescribed medicine must discuss this with the Welfare Officer.)
- Members must not use social or other electronic media to publicly criticise any other player, parent or official involved in the game of badminton or otherwise bring the sport into disrepute through inappropriate communications.

SIGNED:



DATE: 14 September 2021

NAME: Mark Marsh

POSITION: Club Chairperson