**The Constitution of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Club / Society**

1. **Name of the club:**
2. The club name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereafter “\_\_\_\_\_”)
3. **Aims and Objectives:**
4. The club shall have the following objectives:

* To promote and support members of the \_\_\_\_\_\_\_\_\_\_\_\_ Club/Society, and to enjoy all Club/Society activities in a safe and inclusive manner.
* To compete to our best ability in all competitions entered
* To provide internal opportunities for competition, training and development of members
* To engage with and include all members in \_\_\_\_\_\_\_\_\_\_ Club/Society activities.
* To ensure a variety of activities for members
* To adhere to the terms of the C&S Operational Agreement

1. **Membership:**
2. All members must purchase a valid membership option from:

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at £\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at £\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at £\_\_\_\_\_\_\_\_

1. Membership is restricted to only those with a valid HAU ID card and student status.
2. Only members holding valid coaching qualifications may coach
3. Alumni members may be invited to socials and to support event, but are not eligible in any external competitive events unless specifically stated otherwise.
4. **Cessation of Membership**
5. Any member believed to be, or directly or indirectly, violating the rules and regulations of the Club/Society or being found guilty of unsatisfactory conduct may, by communal decision by the \_\_\_\_\_\_\_\_\_ Club/Society exec committee, have their membership suspended or expelled without a refund of any nature.
6. Any member believed to be, or directly or indirectly, violating any of the Harper Adams University code of conduct regulations may, after enquiry by Student Services, have their Club/Society membership suspended or expelled without a refund of any nature.
7. Additional disciplinary action may be taken by the University if it is deemed appropriate.
8. All members must be given fair opportunity to address concerns brought forward, and the right to appeal any sanctions.
9. Any members found to be promoting, enforcing or encouraging initiations or initiation type behaviour will face immediate investigation.
10. **Fee payment and refund schedule:**
11. All memberships must be purchased within the first month of attending
12. All members may attend one session/meeting/\_\_\_\_\_\_\_ for free.
13. All refund requests must be processed and agreed upon by Student Services and SU.
14. All refunds requested within 1 month of purchase will receive 100% refund
15. All refunds requested within \_\_\_\_\_\_\_\_ of purchase will receive \_\_\_\_% refund
16. All refunds requested within \_\_\_\_\_\_\_\_ of purchase will receive \_\_\_\_% refund
17. **Equal Opportunities Policy:**
18. The \_\_\_\_\_\_\_\_\_\_\_\_ Club/Society will ensure that all members are made to feel welcome regardless of previous experience, background, race, gender, age or orientation.
19. The club will ensure only key performance indicators will be used as a measure for inclusion in competitive events, and that no member receives less favourable treatment on any other grounds.
20. There will be no mandatory, forcibly encouraged or implied requirement for members to engage in any initiations or initiation type events that involves or is believed to involve – but not limited to – demeaning behaviour, alcohol consumption, body modification or forced interaction with other students.
21. **The Committee:**
22. The Club execs shall form the committee for conducting affairs, formed from:

* CHAIR
* VICE CHAIR
* \_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_

Who are all voting members of the committee. In the event of a vacant post the Chair/President may delegate responsibilities to another member.

1. The execs cannot delegate responsibilities to non-exec members.
2. The committee may appoint new positions by unanimous vote.
3. All committee members must hold a valid membership.
4. Committee members may be removed if their conduct violates the terms already established in this constitution.
5. **Operation of the Committee:**
6. The committee shall have the power to make decisions on all matters concerning the \_\_\_\_\_\_\_\_\_ Club/Society. In the event of conflicting decisions, a vote must be taken and won by majority to continue.
7. The committee are fully responsible for any equipment, clothing or other items of value owned by the Club/Society.
8. **Mileage claims:**
9. Only members with a valid membership may apply for mileage claims
10. Mileage will be paid based on a pre-arranged amount only, either based on total distance or pence per mile.
11. Mileage claims that have not been pre-approved by committee members will not be refunded.