

Warwick Devils Cheerleading and Gymnastics Club Constitution

Date Recognised/Renewed 01/06/2019

1 Name

1.1 The name of the club shall be the: "University of Warwick Cheerleading and Gymnastics Club"

2 Aims and Objectives

2.1 The Club shall have written statement of aims and objectives providing a clear understanding of the club. This shall be subject to review annually by the **Warwick Devils** Executive Committee

2.2 The club's aims and objectives shall be:

To encourage participation in the sport of cheerleading, dance and gymnastics regardless of gender, class, creed, culture, race or physical limitations.

To facilitate a friendly and open environment for all members to enjoy the sport of cheerleading and gymnastics.

To remain a competitive club by entering a number of competition ready teams into University Cheerleading National competitions and to enter regional and BUCS Championships gymnastics competitions.

2.3 The Club, its Executives, its funds and all its activities shall be subject to the provisions of the By-Laws, Regulations and Policy of the University of Warwick Students' Union.

2.4 The Club shall be subject to a disciplinary code as laid down by the Students' Union and administered by the Sports Executive.

2.5 Any alterations to the Club Constitution must be ratified by the Sports Executive. A provisional copy must be sent to the Sports Officer for approval before the new constitution may take effect.

2.6 If the Club has issues arising not mentioned in a personalised Constitution, then this document will become the default. Any issues may be dealt with by contacting your Sports Coordinator.

3 Memberships

3.1 Memberships of the Club shall be open to all full, associate and honorary members of the Students' Union upon payment of the required Sports Federation subscription.

3.2 Memberships of the Club are to be renewed in the October of every academic year.

3.3 Only standard members of the club shall be entitled to vote in elections, provided they have joined the club and paid the appropriate subscription fee no less than three days before the election takes place.

3.4 The following shall not be entitled to hold the office of an Executive position in the club:

3.4.a An Associate or Honorary member of the Students' Union or Sports Federation

3.4.b Any person who has received payment for the provision of services to the club (not including reimbursement of personal expenditure on behalf of the club)

3.5 The Club must have a minimum of 30 members by the sixth week of term one. If the minimum membership is not met a meeting with the Club, Sports Coordinator and Sports Officer will be scheduled to discuss the future of the Club.

3.6 It is the responsibility of the Club Executive Committee to ensure that those attending their events are members of the Union.

4 Executive Committee

4.1 The Club's Executive Committee shall be made up of at least three voting officers of whom two shall be the President/Chair and the Treasurer respectively.

4.2 The Executive Committee shall be responsible for the day to day running of the club and may decide upon any matter that has not yet been decided upon by the General Meeting. The Executive Committee shall further be responsible for:

- 4.2.a Organising the activities of the Club in such a way as to include the greatest possible number of Club members
- 4.2.b Managing the expenditure of the Club's funds in a responsible fashion and in line with the aims, objectives and planned activities of the Club whilst adhering to the SU's financial regulations
- 4.2.c Formulating and submitting an annual bid for funds from the Sports Executive prior to any specified deadline which shall include a statement of activities and objectives for the coming year and detailed justification of the figures contained in the bid
- 4.2.d Formulating and submitting any additional bids for funds from the Sports Executive or groups within the Students' Union
- 4.2.e Assisting any review of the Club's activities and use of funds carried out by a standing committee or group of the Students' Union that has granted funds to the Club
- 4.2.f Upholding the Constitution of the Club and ensuring that its aims and objectives reflect the Club's activities
- 4.2.g Ensuring that all club activity abides by the By-laws, regulations and policy of Warwick SU.
- 4.2.h Executive Committee members must attend assigned training to ensure they are equipped to organise the Club.

4.3 Core officers

4.3.1 The Core Officer Duties shall include:

- 4.3.1.a To attend the Club's Annual General Meeting
- 4.3.1.b To attend Sports Council and complete mandatory training sessions/courses

The core officers shall be:

4.3.2 President/Chair/Club Captain

- 4.3.2.a The President/Chair/Captain should organise and oversee the running of The Club
- 4.3.2.b The President/Chair/Captain should chair committee meetings
- 4.3.2.c The President/Chair/Captain should produce an annual report

4.3.3 Treasurer

- 4.3.3.a The Treasurer should be responsible for the finances of the Club
- 4.3.3.b The Treasurer should maintain an up-to-date record of their group account in addition to the record kept by the SU finance office

- 4.3.3.c All funds should be held and processed through the groups Students' Union bank account. No money should be held in personal bank accounts
- 4.3.3.d The Treasurer should submit grant funding applications

5 Meetings

- 5.1 The Executive must meet at least **three times per term** to ensure the Club is operated to a high standard.
- 5.2 The Club Executive shall call at least one General Meeting per year for the purposes of discussing plans and activities for the coming year. This must be held by Week 10, Term 2. This GM may also be used to hold Club elections.
- 5.3 The Club Executive shall give at least seven days' notice of any General Meeting to all members via Club email and such notice shall include details of any elections to be held
- 5.7 The Executive shall call further meetings either at its own initiative or at the request of 10% of the membership or the request of the Sports Officer.

6 Elections

- 6.1 Elections shall be held online or at a quorate general meeting in line with By-Law 10 Appendix D
- 6.2 Votes will be counted a **First Past The Post/Single Transferrable Vote** electoral system.
- 6.3 Any amendments to the constitution must be made by the end of term 3.
- 6.4 The renewed Constitution, with up to date signatures, must be sent to the Sports Coordinator before the end of term 3

Position	Name	Signature
President (Incoming)	Phoebe Singer	P Singer
President (Outgoing)	Mehalah Spencer	M Spencer