** COTSWOLD GYMNASTICS CLUB CASC LIMITED**

**MEMBER POLICY**

| **Approved By** | **Owner**  |  |  |
| --- | --- | --- | --- |
| The Board | Directors of CGCCL |  |  |
| Version | Summary of changes | **Document status** | **Date** |
| 1.0 | Adopted by CGCCL Directors | Approved | 13.8.23 |
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Membership of Cotswold Gymnastics Club CASC Limited (hereafter known as ‘the Club or the company) shall be open to anyone interested in the sport on application, regardless of sex,age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of gymnastics.

The Company may have categories of membership and subscription based on a non-discriminatory and fair basis.

Application for Membership:

Application may be made by completion of the Club Member form which shall be submitted to the Club and approved by the Directors or may be automatically granted by the Club.

Member responsibility:

It is the responsibility of the Member to ensure contact details are kept up to date at all times. All Members must also abide by all Club rules, codes of conduct and the policies of the Club.

Membership termination:

The Directors may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the company or sport into disrepute. Appeal against refusal or removal may be made to the members.

A member may withdraw from membership of the company by giving seven days' notice to the company in writing.

Member policy Review & Fees

The Company will keep subscriptions at levels that will not pose a significant obstacle to people participating.The Directors/Management will review the Member policy from time to time but at least annually. Categories and fees will be reviewed and the review will include dates by which fees will be payable and any action to be taken in respect of fees remaining unpaid. The aggregate income arising from such subscriptions or fees shall not be less than the amount determined by the Directors as necessary for the operation of the Club.

The Club will consider any request for reduced Member fees due to financial hardship or circumstances and may request further information on which to base its decision.

The Club is under no obligation to reduce Member fees even if it has considered such a request.

Up to date registers of all Members will be kept by the Club. The Club will ensure that non-participating members shall not exceed 50% of total members due to CASC regulations.

**Membership categories**

1.0 **Junior Member (under 16)**

1.1 Who is it for:

1.1.2 Gymnast Participants under 16 years old that take part in gymnastics at the Club.

1.2 Fees/application:

1.2.1 An application form must be completed and submitted to the Management/Directors by each Junior Member.

1.2.2 The annual Club Member fee is due each year (when relevant).

1.2.3 The cost of any Annual fee is set each year by the Directors/Management.

1.2.4 No person may be admitted as a Gymnast Participating Member unless he/she is a member of British Gymnastics. (Where a person is under 18 years of age, 1 parent or Guardian may also apply to be a Non-Participating Member).

1.3 Voting Entitlement

1.3.1 Junior Members (under the age of 16 years) are Non-voting Members of the Club and are therefore not entitled to receive notice, attend or vote at general meetings of the Club.

1.4 Membership Termination

1.4.1 A member may withdraw from membership of the Club by giving seven days' notice to the Club in writing.

1.4.2 Membership may be terminated by the Club in circumstances described in Article 30.1.

**2.0 General Member**

2.1 Who is it for:

2.1.1 Gymnast Participants 16 years old or over that habitually take part in gymnastics at the Club

2.1.2 As per the proviso in section 30.3 of the Articles, employees of the Club who are also Gymnast Participants shall be deemed **not** to be a Coach only member and are therefore treated as General Members..

2.2 Fees/application:

2.2.1 An application form must be completed and submitted to the Management/Directors by each General Member.

2.2.2 The annual Club Member fee is due each year (when relevant).

2.2.3 The cost of any Annual fee is set each year by the Directors/Management.

2.2.4 No person may be admitted as a General Member unless he/she is a member of British Gymnastics.

2.3 Voting rights

2.3.1 General members are Voting members of the Club. They are entitled to receive notice, attend, vote and be elected at general meetings of the Club.

2.4 Membership Termination:

2.4.1 A member may withdraw from membership of the Club by giving seven days' notice to the company in writing.

2.4.2 Membership may be terminated by the Club in circumstances described in Article 30.1.

**3.0 Coach only Member:**

3.1 Who is it for:

3.1.2 Members who are:

a) employed by the company; or b) has in the past 12 month period been employed by the company; or c) is engaged by the company to provide services to the company for a fee or other payment; or d) has in the past 12 month period been engaged by the company to provide services to the company for a fee or other payment

3.2 Fees/Membership:

3.2.1 There is no annual fee for Coach only Members.

3.2.2 No person may be admitted as a Coach Only Member unless they meet the criteria in section 3.1.2.

3.5 Voting rights

3.5.1 Coach Only Members are Non-Voting members of the Club. They are **not** entitled to receive notice, attend, vote and be elected at general meetings of the Club.

3.6 Membership Termination:

3.6.1 Membership will terminate once employment (whether casual or contracted) has ceased and/or habitual training as a gymnast at the Club ceases.

3.6.2 A member may withdraw from membership of the Club by giving seven days' notice to the company in writing.

3.6.3 Membership may be terminated by the Club in circumstances described in Article 30.1.

**4.0 Non-Participating Member**

4.1 Who is it for:

4.1.1 A Parent/Guardian of a Participating Gymnast Member. Only one Parent/Guardian per Gymnast Member may become a Non-Participating Member.

4.1.2 Any other Adults (over the age of 18 years) who wish to support the Club and become a Member.

4.2 Fees/Admission

4.2.1 The annual Club Member fee is due each year (when relevant).

4.2.2 No person may be admitted as a Non-participating Member if they are under 18 years of age or if they participate in Gymnastics within the Club.

4.2.3 No person may be admitted as a Non-Participating Member if they are directly employed by the Club or any subsidiaries or associated companies.

4.2.4 The member has made a member application approved by the Management/Directors.

4.2.5 Non - Participating Members shall not exceed more than 50% of the total Members.

4.3 Voting rights

4.3.1 Non - Participating Members are Voting members of the Club and are therefore entitled to receive notice, attend, vote and be elected at general meetings of the Club.

4.4 Membership Termination

4.4.1 Non-Participating Membership will cease automatically should a Member become directly employed by The Club or any subsidiaries or associated companies.

4.4.2 A member may withdraw from membership of the Club by giving seven days' notice to the Club in writing.

4.4.3 Membership may be terminated by the Club in circumstances described in Article 30.1.

DISCIPLINARY MATTERS

All complaints regarding the behaviour of Members should be submitted in writing to the Club Management/Directors.

The Directors will meet to hear complaints within 14 days of a complaint being lodged. The Directors have the power to take appropriate disciplinary action including the termination of membership.

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 a right of appeal to the Directors following disciplinary action being announced. Such an appeal should be sent in writing to the Directors/Club Management within 14 days of the hearing.