

WATSONIAN HOCKEY CLUB

CONSTITUTION

1 NAME & ADDRESS

The Club shall be called the 'Watsonian Hockey Club', hereinafter referred to as 'the Club'. *The address of the Club is The Pavilion, 79 Myreside Road, Edinburgh EH10 5DB*

2 OBJECT

The object of the Club shall be to encourage the game of Hockey in the spirit of sportsmanship.

3 MEMBERSHIP

The qualification for membership of the Club shall be membership of the Watsonian Club or The Myreside Club, and a member shall be one who is so qualified and subject to clause 13, who either pays in full their current year's subscription to the Club, or is an Honorary Life Member.

An Honorary Life Member shall be any member who, in the opinion of the Club, has performed exceptional service to the Club over an extended period of time, whose nomination as an Honorary Life Member has been proposed and seconded at an Annual General Meeting and who has been duly elected by a simple majority of those present.

No person shall be refused membership on the grounds of race, colour, creed, religion, gender, sexual preference, impairment or disability.

Acceptance of membership of the Club is a sign of agreement to abide by the constitution, policies and by-laws of the Club at all times. Any breach of this agreement could result in discipline imposed according to the Club's discipline policy.

4 THE WATSONIAN CLUB

The Club shall form a section of the Watsonian Club and shall be under the jurisdiction of the Council of that Club.

5 OFFICIALS

The officials of the Club who shall be Honorary, shall consist of a President, a Vice-President, Captain of the First-Elevens, a Secretary, a Treasurer and a Match Secretary. None of these offices shall be combined together.

The Officials who shall be elected at the Annual General Meeting, shall retire annually, but shall be eligible for re-election. The term of the Presidency shall not normally exceed two years but may be extended in exceptional circumstances.

The Officials of the Club shall be ex-officio Trustees for the Club.

6 MANAGEMENT

A

The affairs of the Club shall be managed by a Committee consisting of:

The President

The Vice-President

The Captain of each Eleven

The Secretary

The Treasurer

The Match Secretary

Ex-Officio Members in accordance with 'C' below

B

The members of the Committee shall retire annually and shall be eligible for re-election.

C

The Sports Convenor of the Watsonian Club, any member who is an appointed member of a committee of the Scottish Hockey Union (hereinafter referred to as the SHU), or an appointed member of a Committee of the SHU East District (hereinafter referred to as East District) and a nominated representative from

MANAGEMENT CONT

the staff of George Watson's College shall be ex-officio members of the Committee

D

The Committee shall have the power to co-opt or to fill any casual vacancies among the officials and the committee, with the exception of the President and Vice-President.

7 SUB-COMMITTEES

The Committee of the Club may appoint such sub-committees as it may from time to time consider necessary, and appoint convenors and members thereof (By-Law 3 refers)

Each sub-committee shall consist of a Convenor and at least one other member, and Convenors shall have powers to co-opt members of the Club who are not members of the Committee to assist in the work of the Sub-Committee. The Convenor shall act as Chairman of each meeting and shall present a written report to each committee meeting.

8 CHAIRMAN

The President, whom failing the Vice President, shall take the chair at each General or Committee meeting of the Club. In the absence of both, the Committee shall appoint one of its members to act as Chairman.

The Chairman of any General, or Committee, or Sub-Committee meeting shall have a casting vote in addition to a deliberative vote.

9 ANNUAL GENERAL MEETING

The Annual General Meeting of the Club shall be held on a date fixed by the Committee which shall not be later than 31st May, and shall be prior to the dates of the SHU and East District Annual General Meetings. The Meeting shall be called by Circular at least 21 days prior to the date of the Meeting.

ANNUAL GENERAL MEETING (CONT)

The purpose of the Annual General Meeting is to:

Approve the Minutes of the previous years Annual General Meeting

Receive Reports from the President and Secretary

Receive a report from the Treasurer and approve the Annual accounts

Elect the Committee

Consider changes to the Constitution

Renew and consider any by-laws

Deal with other relevant business

Appoint an Auditor

A person who is not a member shall not have the power to vote or take part in the proceedings.

At least 10 days prior to the Annual General Meeting there shall be submitted to the Secretary the names of those nominated for election as Officials and other members of the Committee. Such nominations should be in writing, signed by the proposer and seconder and countersigned by the nominee to signify their availability for selection.

10 SPECIAL GENERAL MEETING

A Special General Meeting of the Club may be called at any time by the authority of the committee or on receipt by the Secretary of a requisition giving the reason for calling the Meeting and signed by not less than 10 members. Such a meeting shall be held within 21 days of such authorisation, or receipt of such requisition.

A notice of every Special General Meeting shall be sent to each member at least 7 days before the meeting and Notice shall specify the business to be transacted.

A person who is not a member shall not have the power to vote or take part in the proceedings.

11 QUORUM

Ten members of the Club shall form a Quorum at any Annual General Meeting or Special General Meeting of the Club, and four at Committee Meetings.

12 FINANCE

No financial obligation outside the normal running expenses of the Club shall be undertaken without the sanction of the Council of the Watsonian Club.

The financial year shall run from 1st May to 30th April each year.

The Treasurer shall be responsible for the preparation of Annual Accounts of the Club.

The Accounts shall be audited by an independent person appointed annually at the Annual General Meeting.

All cheques drawn against the Club's funds must be signed by any two from the President, the Treasurer, the Secretary and one other nominated officer bearer.

All members of the Club shall be jointly responsible for the financial liabilities of the Club.

13 SUBSCRIPTIONS

Subscriptions to the Club, which are due and payable on 31st August, or within 14 days of joining, shall be sums as will be fixed at the Annual General Meeting.

The Committee shall have the power to waive or alter payment of subscriptions in exceptional circumstances where it is considered in the best interests of the Club that this should be done.

The Committee shall have the power to levy additional charges in respect of subscriptions received after 31st October. A member who has failed to pay their subscription by 31st December shall cease to be a member.

14 EXPULSION

The Committee of the Club shall have the power to expel from membership of the Club any member, who, in the opinion of the Committee, has acted in such a way as to bring discredit either to themselves or to the Club. The member in questions shall have a right of appeal to a Sub-Committee formed from members of the Committee, which appeal shall be heard within 15 days of written submission of notice of appeal from the member in question.

15 DISSOLUTION

In the event of Dissolution of the Club, any assets thereof shall not be distributed amongst the members of the Club in anyway whatsoever, but shall be made over to the Watsonian Club.

16 CHANGES TO THE CONSTITUTION

The Constitution shall not be altered except at an Annual General Meeting or at a Special General Meeting of the Club called for that purpose. Notice of such intended changes shall be sent to the Secretary in writing at least 28 days before the said meeting and the circular calling the meeting shall specify the proposed changes. To become effective, the changes must have the approval of two-thirds of those present and voting, and also of the Council of the Watsonian Club.

17 BYE-LAWS

The Committee shall have the power to make, alter or cancel bye-laws and the resulting bye-laws shall be binding on the members until the next Annual General Meeting or Special General Meeting of the Club, when the same shall be confirmed or otherwise, as may be determined by the Club.

18 POLICIES & PROCEDURES

The Club shall maintain policies and procedures in relation to Code of Conduct, Child Protection and Appeals Process.

Updated 10th May 2010

WATSONIAN HOCKEY CLUB

BYE-LAWS

1 ELECTION OF CAPTAINS OF THE FIRST XI'S

The nominations for election as Captains of the First Elevens should be made by playing members at the Annual General Meeting.

2 APPOINTMENTS

Appointments to be made by the Committee at its first meeting following the Annual General Meeting shall include,

Sub-Committee Convenors

Indoor Secretary

The Watsonian Club Council Representative

A representative to attend East District Meetings

3 SUB-COMMITTEES

The Sub-Committees to be appointed by the Committee each season shall include Team & Coaching, Discipline, Marketing & Communication, Youth Development and Social.

The responsibilities of the Sub-Committees are;

Team & Coaching – Coaching System, Training, Selection, Fixtures, Match Kit, Indoor, Umpires Qualification

Marketing & Communication – Newsletter, Website, 200 Club, Sponsorship

Discipline – Disciplinary Matters

Social – Social Events, Annual Dinner, Tour, Draw & Raffles

Youth Development – Youth Competitions, School Liaison

The President and Secretary are ex-officio members of all Sub-Committees.

Other sub-committees may be appointed as required.

The team and coaching sub-committee shall meet regularly to review team squads.

4 DUTIES

The President

The Presidents duties shall include the submission to the Annual General Meeting of a Report, which shall be preserved in the Club records.

The Secretary

The Secretary shall convene all meetings of the Club and of the Committee, minute proceedings, conduct correspondence, keep a record of the names and addresses of all members, preserve the Club books and papers and generally conduct the business of the Club in accordance with the decisions of the Committee.

The Treasurer

The Treasurer shall keep account of all transactions and deal with all financial matters pertaining to the Club and shall submit a financial statement to the Annual General Meeting. In addition the Treasurer shall be responsible for the collection of subscriptions.

The Match Secretary

The Match Secretary shall be responsible for scheduling all fixtures of the Club, and shall produce a fixture card by 30th September annually.

Team Captains

Team Captains are responsible for ensuring that their team members and umpires are aware of each fixture and that the team is properly attired. In addition, the Team captains are responsible for ensuring that opposition teams and umpires are given appropriate hospitality after each match, and remit team sheets to the East District or SHU.

The Auditor

The Auditor will be appointed at the Annual General Meeting to audit the accounts of the Club prepared by the Treasurer.

5 Invited Playing Members

The Team and Coaching Sub-Committee shall receive applications from persons wishing to become invited playing members of the Club. Such persons shall be assessed by the Team and Coaching Sub-Committee on their playing merits. The Team and Coaching Sub-Committee shall present a report and applications for invited playing membership to the Committee.

6 Insurance

The Club is required by the SHU to participate in its personal accident insurance scheme. The SHU arranges only for the compulsory cover for death, loss of limb and permanent total disability. The Club does not have any other optional insurance cover for temporary disablement etc. and it is the members own responsibility to make arrangements for this.

7 Playing Uniform

The Playing Uniform of the Club shall consist of a maroon shirt, navy shorts/skirts and maroon stockings. Alternative strips as agreed by the Committee or as directed by the SHU may be worn.

8 Discipline

A Disciplinary Committee shall be formed and shall meet as required during the season to consider disciplinary matters. This committee shall consist of a Convenor, who shall be the President and at least four other members who shall be appointed annually by the committee.

The Quorum of the Disciplinary Committee shall be four.

The Disciplinary Committee shall have submitted to it reports from any team captain or umpire, of any matter who has been reported to East District or the SHU, or which the reporter considers should be brought to its attention. It shall have the power to call for any further reports from any person and to call before it any person. It shall consider in any manner it thinks fit all matters reported to it and thereafter take any action (or decline to take action), as it considers appropriate.

DISCIPLINE CONT.

The Convenor of the Disciplinary Committee shall report any disciplinary action taken against any member of the Club to the Secretary who shall advise the member in writing within 7 days, and report to the Committee of the Club at its next meeting.

9 BANNED SUBSTANCES

All Club Members are required to familiarise themselves with the SHU control of the use of banned substances. Any person suspected of contravening these regulations shall be subject to Rule 14 and Bye-Law 8 in addition to any SHU action.

1st August 2000

Reproduced unaltered 29th April 2010