

THE CONSTITUTION OF THE MILTON KEYNES JUNIOR ICE HOCKEY CLUB (July 2007)

1. MISSION OF THE CLUB

The mission of the club is to promote, govern and improve organised junior ice hockey in Milton Keynes and the surrounding area. The objectives of the club shall be to:

- 1.1 Foster among its members, parents, supporters, and teams, a community and sportsman-like spirit.
- 1.2 Maintain and increase the interest of the game of ice hockey.
- 1.3 Exercise general care, supervision, and direction over the playing interests of the teams and players.

The club's guiding principle is that the interests of the youngsters, comes first and the club exists to provide a support framework to both players and coaches.

2. MEMBERSHIP

- 2.1 Membership of the club is open to all junior ice hockey players and non-playing members.
- 2.2 The age limit for playing membership is for the under 18 league competition.
- 2.3 A player's age group is defined by the player's registration.
- 2.4 The fee for membership will be advised annually at the AGM.
- 2.5 The fee will be set at the Executive Committee Meeting prior to the AGM.
- 2.6 Membership shall entitle members to ;
 - Train with the squad, providing the player has obtained grade 5 – NISA skating grade: grade 6 on the EIHA approved 'Learn to Play' sessions run by the Club, or at the coaches' discretion with the E.I.H.A.
 - Play with the squad if selected.
 - One vote per player, per family at the AGM.
 - Attend events organised by the club.
 - Participate in schemes organised by the club
- 2.7 The Executive Committee may reject an application to join the club or suspend or expel member if it is considered to be in the best interest of the club. Player discipline is the responsibility of the Director of Junior Development
- 2.8 All applications from players who have previously been members of the Club and then subsequently left the club will be subject to Executive Committee approval.

In the case of players who have left the club but not played elsewhere, this will include an on-ice assessment but the Director of Coaching and/or the incoming age group Head Coach.

In the case of players who have left the club and played elsewhere, the Executive Committee will be joined by the potential incoming age group Head Coach and Manager. An on-ice assessment will be at the discretion of the Director of Coaching
- 2.9 If the director of Junior Development's position is vacant, the responsibility will be taken on by the Executive Committee.

3. EQUAL OPPORTUNITIES STATEMENT

The club does not discriminate on the grounds of race, colour, religion, sexual orientation, mental or physical disability, or age, and will not tolerate behaviour from its members that is contrary to this ideal.

However in order to operate successfully as a Junior Ice Hockey club, the following caveats apply:

- All players must be under the age of 18 years of age on December 31st of the year of joining
- All players must be able to demonstrate the minimum level of ice skating ability as prescribed by the English Ice Hockey Association Level 6 standard
- The Executive Committee will appoint an Equality Officer to ensure that the Club complies with its Equal Opportunity Policy. This role shall form part of the Club's Committee.

4. CHILD PROTECTION

Milton Keynes Junior IHC has a duty of care to safeguard all children involved in the Club from harm. All children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account.

Milton Keynes Junior IHC will aim to ensure the safety and protection of all children involved in the club through adherence to the Child Protection guidelines adopted by the Club.

A child is defined as a person under the age of 18 (The Children Act 1989)

4.1. Policy Aims

The aim of the Milton Keynes Junior IHC Child Protection Policy is to promote good practice:

- Providing children and young people with appropriate safety and protection whilst in the care of the Club;
- Allow all staff / volunteers to make informed and confident responses to specific child protection issues.

4.2. Child Protection Officer

The Child protection officer shall also be responsible for ensuring that all Coaches, Team Representatives, Club officials and anyone else who have direct contact with junior members aged 18 or less has a Criminal Records Bureau (CRB) Check.

All Child Protection issues will be recorded and notified to the Child Protection Officer.

The Child Protection Officer's details will be available on the Club's website.

The Executive Committee will appoint a Child Protection Officer who shall ensure that all child protection legislation and guidelines are complied with. The role shall form part of the Club's committee.

4.3. Club officials having contact with children

All club officials having contact with children will be required to have a CRB check carried out

5. ORGANISATIONAL STRUCTURE

5.1. The club shall be administered by:

- (i) The Executive Committee.
- (ii) The Manager from each team.
- (iii) A representative from the coaching team
- (iv) The Registrations and Fixtures Secretaries
- (v) The Child Protection Officer
- (vi) The Equality Officer

5.2. The Executive Committee shall comprise the following honorary officers:

- (i) Chairperson.
- (ii) Vice Chairperson.
- (iii) Secretary.
- (iv) Treasurer.
- (v) Director of coaching

5.3. The role of the Executive Committee shall include:

- (i) Raising of club funds and obtaining of clubs sponsorship.
- (ii) Administering club funds.
- (iii) Organising club events.
- (iv) Liaising with the Management of the Ice Rink where the club is playing games and training.

5.4. Members of the Executive Committee shall be elected annually at the AGM.

5.4.1. The Executive Committee shall have the power to co-opt non voting members on to the committee.

5.5. The Executive Committee shall have the power to convene a sub-committee to investigate and report back specific incidents.

5.6. Team Representatives

5.6.1. Representatives for each team shall comprise:
Team Coach
Team Manager

5.7. Team Managers will be appointed by the Executive in Consultation with the Team Coaches.

5.8. The Team Manager is responsible for the administration of the team under the guidance of the Executive Committee.

5.9. The clubs' Administrators shall meet monthly during the year.

5.10. The clubs' coaches shall meet 3 monthly during the year.

6. THE ANNUAL GENERAL MEETING (AGM)

6.1. The AGM shall be held between 15th June and 15th July. The date, time and location of the AGM will be decided by the Executive Committee and members shall be advised at least 28 days prior to the event.

6.2. The AGM shall be administered by the Chairperson and all motions and proposals should be submitted to the secretary at least 7 days prior to the meeting. Emergency propositions will be accepted prior to the meeting at the discretion of the Executive Committee.

6.3. The Secretary shall prepare an agenda which shall be made available prior to the meeting.

6.4. Nominations for Executive posts must be received in writing by the Club Secretary at least 7 day before the AGM. In the event of no nominations being received by the due date in accordance with the constitution nominations for the post concerned will be invited and accepted from the floor of the meeting.

7. THE EXTRAORDINARY GENERAL MEETING (EGM)

7.1. The Executive Committee or any group of 25 or more members' parents may call an EGM by submitting a written request to the Executive Committee.

7.2. The Executive Committee must arrange the EGM within 2 days of receiving the written request.

8. CLUB ACCOUNTS

8.1. The club shall have a bank account which shall be administered by the Club Treasurer. Two of the Executive Committee are required to sign each cheque.

8.2. The annual accounts for the club shall be prepared by the Club Treasurer, and presented at the AGM

8.3. In the event that the club is wound up, a final set of accounts shall be prepared and presented at the winding up AGM or EGM. All monies held by the club shall be donated to an appropriate Ice Hockey charity or benevolent fund.

8.4. The financial year will run from 1st July to 30th June.

Updated July 2007