

# CONSTITUTION OF GRAVESHAM GIRLS & LADIES FOOTBALL CLUB

1. a) The name of the club shall be known as GRAVESHAM GIRLS & LADIES FOOTBALL CLUB; herein after called the Club.  
b) The Club will be affiliated to the Kent County FA and any leagues that the teams participate in.
2. Membership of the Club will be open to all girls / ladies from age 7 upwards on completion of the appropriate forms and on payment of an annual registration fee, which will be decided on each year at the AGM.
3. The aims and objectives of the Club are to promote the mental, moral and physical development of the girls through the medium of Association Football.
4. The Club will have a Board of Trustees comprising of the Chairman, Secretary and Treasurer. The Trustees will co-opt members for the Board of Trustees as any vacancies arise.
5. a) The Officers of the Club shall be the Chairman, Vice Chairman, Secretary, Treasurer, Welfare Officer, Press / Publicity Officer and Event Co-ordinator. All to be elected at the AGM.  
b) The Club will be administered by a Management Committee comprising of the Officers of the Club, along with team managers and one parent representative per team who will be elected annually at the AGM.
6. The management Committee shall:-
  - a) Have the power to co-opt members onto the Committee as it feels appropriate
  - b) Meet as often as is necessary and shall deal with the business as it arises. For the purpose of business, five members shall form a quorum.
  - c) Have powers to apply, act upon and enforce the Rules of the Club and shall have jurisdiction over all matters affecting the Club, including any not covered in this Constitution.
  - d) Call an Emergency Committee Meeting comprising of the Chairman and two other Officers of the Club to deal with any emergency situation so deemed by the Chairman or Secretary.
  - e) Call a Disciplinary Committee comprising of the Chairman, Secretary and up to three other members of the Management Committee to deal with any disciplinary matters arising within the Club. No member of the Management Committee may sit on the Disciplinary Committee if they have any connection with the case being heard
  - f) Have the power to terminate a player's membership for good reason and by unanimous vote, provided that the player concerned shall have the right to be heard by the Management Committee (accompanied by her parents if under the age of 16), before the decision is made, and that the decision is ratified by the Trustees.
7. The Annual General Meeting of the Club shall be held before the end of June with at least 14 days notice being given to all parties concerned along with an agenda specifying the nature of the business to be transacted.
8. An Extra General Meeting may be convened by the Management Committee when deemed desirable or at the request of four Committee members.
9. The Constitution of the Club may only be altered at an AGM or at a Special General Meeting specifically convened for that purpose, with the approval of the Trustees and, unless a secret ballot is specifically asked for, voting will be by a show of hands.
10. For voting purposes, the following will apply:-
  - a) Members 16 years or older will be allowed one vote each
  - b) Parents of members under 16 years of age will be allowed one vote on their behalf
  - c) Each member of the Committee will be entitled to one vote
  - d) In the event of voting being equal, the Chairman will have the casting vote.

11. All financial matters will be dealt with by the treasurer who will be responsible for the proper keeping of the accounts, and preparing an annual statement to be approved by the Committee and presented at the AGM.
12. The Club expects all players, Officials and parents / guardians to sign and abide by their respective Code of Conducts and that of the FA. Should any player or supporter of the Club be reported by an Official and fines be imposed, then the individual concerned will be liable for all costs incurred.
13. The Club will protect itself by obtaining suitable Public Liability Insurance. Adequate insurance cover for their players and coaches in case of injury or accident whilst playing / coaching or travelling to and from matches will be covered by Personal Injury Insurance provided by the Club. All insurance is taken out as part of our annual affiliation to KCF A.
14. a) The Club supports and will abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.  
b) The Club supports and follows the FA guidelines on Child Protection and has a designated Club Welfare Officer  
c) The Club supports the FA guidelines on Equal Opportunities and where possible is committed to providing football for all females regardless of their colour, creed, race or disability.
15. a) A resolution to dissolve the Club can only be proposed at a General Meeting and shall be carried by a 2/3<sup>rd</sup> majority of the members present.  
b) Following the dissolution, the Trustees shall be responsible for the winding up of the assets and liabilities of the Club.  
c) Any surplus assets shall not be paid or distributed among the Trustees of the Club, but shall be given or transferred to charity or charities having similar aims and objectives.

#### CHILD PROTECTION STATEMENT

Every child or young person who plays or participates in football should be able to take part in an enjoyable and safe environment and be protected from abuse. This is the responsibility of every adult involved in football.

The Gravesham Girls & Ladies Football Club recognises its responsibility to safeguard the welfare of all its girls and ladies by protecting them from physical, sexual and emotional harm, neglect and bullying. It is determined to meet its obligation to ensure that this Club is providing football opportunities for all its girls and young ladies to do so, to the highest possible standard of care.

The children's welfare is paramount and all girls, whatever their age, culture, disability, gender or religious belief, have the right to protection from abuse. All suspicious allegations of abuse will be taken seriously and responded to swiftly and appropriately.

#### EQUAL OPPORTUNITIES STATEMENT

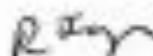
The Gravesham Girls & Ladies Football Club is committed to a policy of equal treatment for all its members regardless of gender, colour, marital status, race, creed, sexual orientation, nationality or ethnic origin or disability. The Club commits itself to the investigation of any claims of discrimination and any member found guilty of such, will be dealt with under the disciplinary procedure.

#### ANTI-BULLYING STATEMENT

Gravesham Girls & Ladies Football Club is committed to providing a caring, friendly and safe environment for all our members to participate in football in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our Club. If bullying does occur, all Club members or parents / carers should be able to tell someone and know that incidents will be dealt with promptly and effectively. We are a telling Club. This means that anyone who knows that bullying is happening is expected to tell the Club Welfare Officer or any Committee member who will report it to the Welfare Officer.

Agreed without alteration at AGM: 19.5.15

Signed:



To be reviewed at the AGM 2016