

British Gymnastics Registered Clubs Regulations

Approved by the Board on 25th September 2009

Effective from 26th September 2009

1. Application

1.1 These Regulations are made by the Board pursuant to article 53 of the Articles of Association of British Gymnastics (BG).

1.2 Each Registered Club will be bound by:

1.2.1 these Regulations;

1.2.2 the [Complaints and Disciplinary Procedures](#) ; and

1.2.3 the [Standards of Conduct](#) .

2. Registration

2.1 Any club which wishes to become a Registered Club must submit an application, in a form prescribed by BG, to the Board duly signed on behalf of the club by an authorised representative of the club. By applying to become a Registered Club, the club agrees to comply with these Regulations, the terms of the other documents referred to in paragraph 1.3 above and any other regulations, rules, standing orders or bye-laws issued by the Board from time to time pursuant to article 53 of the articles of association of BG.

2.2 The club must also provide to the Board any other information which the Board may require in order to consider the suitability of the club to be a Registered Club.

2.3 No club shall be admitted as a Registered Club unless its application has been approved by the Board. Any Registration Fee accompanying the application form shall be processed by BG upon receipt, irrespective of whether a club has been approved as a Registered Club. If an application is not accepted, a proportionate part of the Registration Fee will be returned to the club. The Board reserves the right to refuse to approve or renew an application by a Registered Club in its absolute discretion.

2.4 Approval by the Board of a club as a Registered Club is conditional upon:-

2.4.1 due payment (in cleared funds) by the Registered Club of the annual Registration Fee (or a proportionate part of the Registration Fee for periods of less than a complete year of registration); and

2.4.2 the appointment and maintenance in office by the Registered Club of at least one person qualifying as a Welfare Officer (or national equivalent) and at least one person qualifying as a Secretary. Any person for the time being appointed as it's secretary by a registered club shall:

(a) have obtained an enhanced Criminal Records Bureau disclosure (or National equivalent) in terms acceptable to BG via BG;

(b) be a Member

2.4.3 the registration of and payment of the Membership Fee for all members of the club

2.5 The first annual Registration Fee (or proportionate part of it) will be due on the date of the application by the club as a Registered Club.

2.6 Provided an existing Registered Club has paid the Registration Fee on 1 October in the relevant year the club will be invited to apply to renew its registration as a Registered Club unless notice in writing from a club terminating its status as a Registered Club is received by the Board prior to 1 October of the relevant year or a club has ceased to be a Registered Club under paragraph 4.

2.7 Any Registered Club whose Registration Fee is unpaid by the date falling 30 days after the due date for payment may be:-

2.7.1 suspended by the Board as a Registered Club; or

2.7.2 removed as a Registered Club by the Board.

2.8 The Board reserves the right to amend:-

2.8.1 the application and admission requirements of Registered Clubs; or

2.8.2 the annual Registration Fee without notice provided that the Board may not increase the Registration Fee retrospectively.

2.9 No Registered Club has the status of a Member or of an Affiliated Association. A Registered Club may not hold itself out to any person as being a Member or Affiliated Association.

3. Registered Club Obligations

3.1 Each Registered Club shall:-

3.1.1 comply with and ensure that each person who is a member of that Registered Club or associated with that Registered Club shall comply with the documents referred to in paragraph 1.3 above and any other regulations, rules, standing orders or bye-laws issued by the Board from time to time pursuant to article 53 of the articles of association of BG in relation to Registered Clubs;

3.1.2 affiliate to the Affiliated Association(s) covering the area in which the Registered Club locates its principal training venue. A Registered Club shall affiliate to its National Affiliated Association and (where applicable) to no more than one Regional Affiliated Association within its Nation. If a club is a Registered Club participating in both Gymnastics and Cheerleading, the Registered Club may also affiliate to the United Kingdom Cheerleading Association;

3.1.3 comply with and ensure that each person who is a member of that Registered Club or is associated with that Registered Club complies with any regulations or rules issued by any Affiliated Association to which the Registered Club is affiliated;

3.1.4 comply with and ensure that each person who is a member of that Registered Club or is associated with that Registered Club complies with the rules, regulations, terms and conditions of BG (or any Affiliated Association to which the Registered Club is affiliated) for participation in BG Regulated Activities;

3.1.5 ensure that it has one or more persons qualifying as a Welfare Officer (or national equivalent) appointed at all times;

3.1.6 have at least 10 members who are gymnasts at any time and shall ensure that all members of the Registered Club are or have applied to the Board to become either a Member or an Associate Member and continue to be so for as long as they remain members of the Registered Club;

3.1.7 use all reasonable endeavours to ensure that each member of the Registered Club and each person associated with the Registered Club will comply with the Conditions of Insurance imposed from time to time by the insurers of BG; and

3.1.8 comply at all times with BG's recommendations for minimum Coach to gymnast ratios and ensure that all Coaches associated with the Registered Club have obtained the minimum standard of BG accredited coaching qualifications recommended by BG from time to time for the Gymnastics or (as the case may be) Cheerleading activity in which the members of the Registered Club participate.

3.1.9 adhere to the BG Standards of Conduct including paragraphs 20 regarding the restructuring of activities and operations.

4. Cessation as a Registered Club

4.1 The Board may remove a club as a Registered Club if:-

4.1.1 it gives not less than 30 days' notice in writing to the Board terminating its registration as a Registered Club; or

4.1.2 it fails to pay any Registration Fee within 30 days of the date on which the fee became payable or such longer period as the Board may in any particular case allow; or

4.1.3 it does not comply with any of the other terms of these Regulations; or

4.1.4 it convenes any meeting of or enters into any arrangement with its creditors generally or is unable to pay its debts within the meaning of section 123 or section 286 Insolvency Act 1986 or a receiver and/or manager, administrative receiver, supervisor or administrator or any other person having similar powers or functions is appointed in respect of the Registered Club or all or any part of its assets or if the Registered Club is wound up or otherwise dissolved or ceases to exist.

4.1.5 it ceases to be a club whose principal activity is Gymnastics;

4.1.6 it does or omits to do anything that the Board reasonably decides will bring or is likely to bring the Registered Club, or any other Registered Club, BG or any Affiliated Associations or the sport of Gymnastics or Cheerleading into disrepute.

4.1.7 In the reasonable opinion of the Board, a club has contravened clause 20 of the Standards of Conduction regarding the structure of its activities and operations.

4.1.8 If a Registered Club ceases to be a Registered Club under these Regulations for whatever reason no part of the annual Registration Fee will be refundable to that Registered Club.

4.2 If a Registered Club ceases or gives notice that it will cease to be a Registered Club for any reason it shall:-

4.2.1 as soon as reasonably practicable and in any event within 5 days of the date of cessation notify all members of the Registered Club and those associated with the Registered Club (including for this purpose the parents or guardians of each such person who is under the age of 18 years) that:-

4.2.1.1 it has ceased or will cease to be a Registered Club;

4.2.1.2 that any members of the Registered Club or those associated with the Registered Club who are Members or Associated Members will in future need to renew such Membership or Associate Membership either directly with BG or through another Registered Club; and

4.2.1.3 advise all members of the Registered Club or those associated with the Registered Club of the contact details of the four nearest Registered Clubs;

4.2.2 on and from the date that the Registered Club ceases to be a Registered Club discontinue all use of BG branded materials; and

4.2.3 not represent itself to any person as being a Registered Club or otherwise having any association with BG.

4.3 Paragraph 4.2 shall continue to apply to the Registered Club after it ceases to be a Registered Club.

4.4 A club which ceases to be a Registered Club, will not be entitled to the benefit of any present or future insurance policies to which it was entitled as a result of being a Registered Club.

5. Register of Club Members

5.1 Each Registered Club shall maintain a register of every member of that Registered Club (the "Register") and shall ensure that the Register is kept complete, accurate and up to date.

5.2 The Register may contain such information as the Registered Club considers necessary for the conduct of its affairs, but must contain details of the following for each member of the Registered Club:-

5.2.1 first name and surname;

5.2.2 current residential address;

5.2.3 date of birth;

5.2.4 gender;

5.2.5 details of the Gymnastic discipline(s) that such member participates in from time to time;

5.2.6 confirmation of such member's participation e.g. competitive, coach, judge, official; and

5.2.7 the date upon which such person joined the Registered Club as a member. (The information referred to in paragraph 5.2 above, together with any and all "personal data" (as defined in the Data Protection Act 1998) owned or controlled by the Registered Club, is referred to in these Regulations as the "Data".)

5.3 The Registered Club shall promptly (and in any event within 2 working days) at no charge to BG upon written notice from BG grant access to any authorised representative of BG to inspect the Register and provide copies of the Register to BG or its representative upon request.

5.4 The Registered Club shall comply with applicable Data Protection laws relating to the Data and the use of the Data (including BG's right of access pursuant to paragraph 5.3 above), including but not limited to the Data Protection Act 1998 and the Privacy and Electronic Communications (EC Directive) Regulations 2003.

6. Membership of Members of the Registered Club

6.1 On or before 20 October in each year the Registered Club shall, in respect of each person who is a member of the Registered Club on 1 October in that year, either:-

6.1.1 ensure that person is a Member or Associate Member; or

6.1.2 satisfy itself that the member of the Registered Club has applied directly to BG for Membership or Associate Membership.

6.2 Each Registered Club shall declare to BG the details listed in paragraph 5.2 of every additional member of the Registered Club who joins as a member of the Registered Club after 1 October in any year and shall provide such declaration no later than 5 working days following the end of the month in which the member joined the Registered Club together with a confirmation that such person is, or has applied to be, a Member or Associate Member.