

CLUB CONSTITUTION



Swim Ireland.
Irish Sports HQ.
National Sports Campus,
Blanchardstown,
Dublin 15.
Tel. 01-6251120

February 2016

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List of Terms and Abbreviations

LCSC (Swimming, Water Polo, Diving)	Lisburn City Swimming Club The aquatic discipline(s) in which the members participate
SI	Sport Ireland – previously Irish Sports Council (ISC)
AGM	Annual General Meeting
EGM	Extraordinary General Meeting
CCO Officer	Club Children’s Officer Officers of a club are the Chairperson, Secretary and Treasurer.
Management Committee	LCSC Executive / Executive Committee
Officers of the Club	Chair, Treasurer and Secretary

Management Committee – This is the body elected by the Members for the management of the business and affairs of the club.

Leader – this is any person, whether paid or unpaid, who is responsible for those participating in the aquatic disciplines; roles include but not limited to supervisor, team manager, sports science personnel, chaperone, helpers, committee members, tutors, coaches and teachers.

Swim Ireland – is the National Governing Body for the Aquatic Disciplines in Ireland, recognised as such by the Irish Government, the Irish Sports Council, Sport Northern Ireland, the Olympic Council of Ireland and FINA and LEN, the World and European Aquatic Governing Bodies. #

National Governing Body (NGB) - The role of a NGB is to organise and administer the sport; train and deploy coaches; organise representative level sport; and provide sporting opportunities and pathways leading from grass root sport to national and international competition.

Swim Ireland website – www.swimireland.ie

Club website – www.lisburncityswimmingclub.org

Club contact details:

Chairperson – chair@lisburncityswimmingclub.org

Secretary - secretary@lisburncityswimmingclub.org

Treasurer - treasurer@lisburncityswimmingclub.org

CCO - cco@lisburncityswimmingclub.org

Membership Secretary - adminofficer@lisburncityswimmingclub.org

1. Name(s) and Colour(s)

- 1.1 The name of the club shall be Lisburn City Swimming Club (LCSC)
- 1.2 The colours of the club shall be red, white and black
- 1.3 The headquarters of the club shall be Lagan Valley Leisure Plex18, Lisburn Leisure Park, Lisburn BT28 1LP

2. Objectives

- 2.1 The objectives of the Lisburn City Swimming Club are:
 - To foster and develop (Swimming, Water Polo, Diving) and its participants
 - To promote the teaching/coaching and practice of (Swimming, Water Polo, Diving) in line with current best practice.
 - To promote the development of physical, moral and social qualities associated with sport, within the participants.
 - To accept and enforce the rules and regulations set down by Swim Ireland regarding (Swimming, Water Polo, Diving) in accordance with the affiliation status afforded to the club.
 - To provide a positive and safe environment for all its members and staff
 - To ensure sport for young people in the club is fun, and conducted in an encouraging atmosphere in line with Swim Ireland guidelines and best practice.
 - To provide equal opportunities whenever possible for successful participation, irrespective of ability or disability, so as individuals can be involved in sports activities in an integrated and inclusive way.
- 2.2 Lisburn City Swimming Club is fully committed to safeguarding the wellbeing of its members. Every individual in Lisburn City Swimming Club should, at all times, show respect and understanding for their rights, safety and welfare and those of others, and conduct themselves in a way that reflects the principles of Lisburn City Swimming Club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport and the 'Swim Ireland Safeguarding Children Policies and Procedures 2010' or most up to date equivalent.

3. Affiliation

- 3.1 By virtue of the affiliation of Lisburn City Swimming Club to Swim Ireland, its members acknowledge that they are subject to the laws, rules and constitutions of:
 - Swim Ireland, the governing body for the whole of the island of Ireland.
 - Ligue Européenne de Natation (LEN), the European governing body for the aquatics.
 - Fédération Internationale de Natation (FINA), the world governing body for the aquatics.

4. Membership

- 4.1 All members are subject to the rules and constitution of Lisburn City Swimming Club and rules and regulations of Ulster, Swim Ireland, LEN and FINA
- 4.2 Members are also subject to the rules of Lagan Valley Leisureplex

4.2 Membership Categories

The following constitute as members of the club:

- 4.2.1 *Competitor*: members of Lisburn City Swimming Club who decide to engage in competitive events.
- 4.2.2 *Non-Competitor*: This category includes but is not limited to: participants who wish to train but not compete; coaches; administrators; leaders; and CCO's. The number of swimmers under this category and the timetable of training may be restricted at the discretion of Coaching Committee and ratified by the Executive, so as not to hinder the development of competitive swimmers, which is the main aim of the Club
- 4.2.3 *Temporary Member* - A person may become a temporary member for the purpose of learning to swim or educational training

4.3 Membership Caveats

- 4.3.1 The club management committee reserves the right to accept or reject applications for membership of the Club. Lisburn City Swimming Club will have rules and criteria covering requirements, trials and waiting lists for admission in place. If applicants are refused, they must be notified by the management committee in writing as to the reasons for their refusal.
- 4.3.2 The management committee may only suspend or expel from membership in accordance with the Swim Ireland Complaints and Disciplinary Rules and Procedures.
- 4.3.3 Lapsed members may not participate in any activities of the club until all subscriptions have been paid and all liabilities to the club cleared.
- 4.3.4 Lisburn City Swimming Club will publish all relevant club and Swim Ireland rules and regulations on the club's website or provide a link to Swim Ireland's website for a complete listing of abiding policies. Such documents will include but not be limited to; Swim Ireland Code of Ethics and Good Practice for Children's Sport, Swim Ireland Guidelines for Safeguarding Children, Swim Ireland Complaints and Disciplinary Rules and Procedures and Lisburn City Swimming Club constitution.
- 4.3.5 The number of members may be restricted at the discretion of the Executive Committee
- 4.3.6 Fully paid up Competitive Members of 16 years and over and one parent/guardian per family are eligible to vote. Club officials who are parents/guardians do not get an additional vote

4.5 Duration of Membership and Annual Subscriptions

- 4.5.1 Membership fees are due in two instalments (September and February) and should be paid within one calendar month. Any variation from this must be agreed by the management committee.
- 4.5.2 The membership year shall run from the 1st of September to the 31st of August each year
- 4.5.3 Club fees will be determined annually by the management committee.
- 4.5.4 If a member is deceased, their legal personal representative is not liable for any balance of subscriptions.

4.6 Application Procedures for Club Members

- 4.6.1 All members must complete the required application forms and attach the requisite fees as set down by Swim Ireland and Lisburn City Swimming Club.
- 4.6.2 All members must also be familiar with and comply with the Swim Ireland and Lisburn City Swimming Club rules and read and sign the relevant codes of conduct annually.
- 4.6.3 The forms must then be forwarded to the management committee for approval. Parents must sign the application form where the applying member is under 18. Alternatively electronic confirmation of approval is through the Active.com system
- 4.6.4 Members can access a copy of the constitution and rules of Lisburn City Swimming Club on the LCSC website.
- 4.6.5 A member who wishes to resign as a member of the club must inform the secretary in writing. No refund of subscription monies will be paid upon resignation from the club and if this persons wishes to renew membership at a later date they must re-apply.
- 4.6.6 Full membership status is only valid where a subscription has been paid in full or in a manner agreed by the club management committee.
- 4.6.7 Members are required to renew their membership annually with Lisburn City Swimming Club and Swim Ireland.
- 4.6.8 Any member wishing to join LCSC should complete the application form from the website or in Appendix E of the handbook and send the completed for to the LCSC secretary. This does not apply to swimmers moving from the Learn to Swim Programme into Development 3 Squad.
The application form will be discussed by the LCSC Executive Committee and if no objections are raised, the committee will make a decision regarding membership following a pool test if required.
The applicant (or parent/guardian) will be contacted to arrange this.
If no objection is raised, then the committee will make a decision regarding membership.
- 4.6.9 Competitive members wishing to transfer from another club must be in good standing with that club and apply using the standard from, in accordance with Swim Ireland procedures - additional information may be required.

4.7 Learn to Swim

4.7.1 Lisburn City Swimming Club runs learn to swim classes.

4.7.2 Details of the participants must be recorded, but they are not required to be members of the club or Swim Ireland. LCSC must have arrangements in place for insurance of the LTS swimmers if the swimmer is not a member of swim Ireland.

5. Club Management

5.1.1 The management committee is the body elected by the members for the management of the business and affairs of the club. It consists of (Chair, Treasurer and Secretary who are officers of the club with a minimum of four additional adult members) who must be members of Swim Ireland in their own right.

5.1.2 The Club Children's Officer is an appointed position who must also be a member of Swim Ireland in their own right and sits on the committee in addition to those elected.

5.1.3 Male and female club captains are selected at the start of each new season by a subcommittee consisting of a CCO, the Head coach and a representative of the Executive committee. Senior Swimmers are invited to apply for these positions and provided with a job role. The selection is ratified by the full executive

5.2 Membership of the Management Committee

5.2.1 Membership of the management committee shall consist of the following: a chairperson, a secretary, a treasurer, a vice chairperson, a club children's officer and at least three other adult members to a maximum of twelve people.

5.2.3 The management committee will appoint a complaints and disciplinary committee (CDC) in accordance with the SI Complaints and Disciplinary Rules and Procedures

5.3 Roles and Responsibilities of Management Committee Members

5.3.1 Duties of the Chairperson

- Comply with Swim Ireland rules and regulations
- Support the efficient running of the club
- Chair regular committee and annual general meetings
- Help others understand their roles and responsibilities
- Communicate with various members within the club
- Be actively involved in developing an action plan for the club
- Represent the club at local and regional events
- Assist the club to fulfil its responsibilities to safeguard young people at club level
- Ensure an understanding of the legal responsibilities of the club to which the Club complies

5.3.2 Duties of Club Secretary

- Comply with Swim Ireland rules and regulations
- Be the first point of contact for club enquiries
- Organise and attend key meetings (including Annual General Meetings)
- Take and distribute minutes
- Delegate tasks to club members
- Deal with all correspondence
- Attend to club affiliations
- Ensure insurance is up to date and relevant
- Maintain up to date records and reference files
- Arrange handover or succession planning for the position

5.3.3 Duties of the Treasurer

- Comply with Swim Ireland rules and regulations
- Co-ordinate the clubs financial planning
- Manage the club's income and expenditure in accordance with club rules
- Produce an end of year financial report
- Regularly report back to the club committee on all financial matters
- Efficient payment of invoices and bills
- Propose amendments to annual and monthly subscriptions as appropriate
- Deposit cash and cheques that the club receives
- Keep up to date financial records
- Arrange handover or succession planning for the position

5.3.4 Duties of the Club Children's Officer

- Comply with Swim Ireland rules and regulations
 - Ensure completion of required training and awareness of the role within the club
 - Act in the best interest of young people
 - Ensure young people have opportunity to express opinions and views
 - Ensure safeguarding policies and procedures are implemented and effective in all areas of the club
 - Act as advisor for and report concerns of abuse to the appropriate authorities
- (Further details are contained in the latest Swim Ireland Safeguarding Policy document)

5.4 Roles and responsibilities of the coaching and teaching staff

5.4.1 Duties of coaching/teaching staff

- Comply with Swim Ireland rules and regulations
- Operate within qualified level specifications
- Ensure all coaches/teachers hold an up to date Swim Ireland licence
- Plan and deliver coaching sessions appropriate to the ability of the athletes
- Work with the club's coaching and teaching team to deliver the coaching programme as agreed by the Head Coach/Teacher
- Make athletes aware of their progress.
- A clear understanding of any special needs of the athletes involved i.e. fitness levels, medical conditions, physical impairments or disabilities.
- Be aware and understand the facility Emergency Action Plan and Normal Operating Procedures (EAP & NOP)
- Attend all appropriate competitions and gala's in accordance with agreed yearly coaching plan
- Ensure appropriate cover for sessions if unable to attend, meeting the requirements for the club, i.e. licensed member of Swim Ireland
- Assist athletes to achieve their full potential

5.5 Rights and Duties of the Management Committee

- 5.5.1 The management committee shall be empowered to introduce rules, as the need arises, for the general regulation of the club. No rule shall be inconsistent with anything contained in the Swim Ireland rulebook or this constitution. The management committee must ensure the club's rule book is in place, which is made available to all members
- 5.5.2 The committee have the power to appoint such sub committees as they may consider necessary. These sub committees will act on behalf of the management committee and follow procedures and relay information as directed by the management committee. All sub-committees must be ratified annually at the club AGM.
- 5.5.3 The management committee shall be responsible for all assets of the club.
- 5.5.4 The management committee, in conjunction relevant parties; i.e head coach and coaching staff, will be responsible for formulating club policy in accordance with the 'Swim Ireland Safeguarding Children Policies and Procedures 2010', or most recent edition, and on the direction the club takes in the future in all its activities.
- 5.5.5 The members of the management committee shall be indemnified by the members of the club against all liabilities properly incurred by them in the management affairs of the club.
- 5.5.6 Committee members must declare any personal or business interest, which may conflict with their duties as a member of the management committee. Such a declaration may be discussed with the other committee members at a designated meeting, and they may be required to absent themselves content, discussions and decisions.
- 5.5.7 The management committee will be expected to sign and follow codes of conduct in relation to their obligations to Lisburn City Swimming Club members. These include, but are not limited to, confidentiality, objectivity, loyalty, fairness and a constant awareness of their obligations to Lisburn City Swimming Club and its members. The committee will familiarise itself with the 'Code of Ethics and Good Practice for Children's Sport' and fulfil the duties required in the Code of Conduct for Club Committees section of the 'Swim Ireland Safeguarding Children Policies and Procedures 2010', or the most recent equivalent. The committee will also adhere to any updated versions of these policy documents which are issued in the future

5.6 Meetings of the Management Committee

- 5.6.1 The management committee shall meet six per year with a minimum quorum of 50% plus 1 of the members of the committee present. One of the Officers of the Club shall be present at every meeting and during any voting.
- 5.6.2 The chairperson and the secretary shall have discretion to call further meetings of the committee if they consider it to be in the interests of the club.
- 5.6.3 Where practicable, a minimum of (7 days) notice will be given to management committee members save with exceptional circumstances. The management committee shall agree how notice shall be provided.
- 5.6.4 The management committee should set out its agenda for a meeting no less than (4 days) prior to the meetings.
- 5.6.5 The chairperson has the casting vote on any motion arising during the meetings.
- 5.6.6 The chairperson's decision on a Point of Order is final
- 5.6.7 The chairperson shall preside at all meetings; however in the chairperson's absence a member of the management committee may be nominated.
- 5.6.8 The secretary, or in her/his absence a member of the committee, shall take minutes.
- 5.6.9 The treasurer shall relay the financial position of the club at each meeting.
- 5.6.10 The CCO and other committee members must also relay details on the areas of the club they are designated to.
- 5.6.11 The head coach/ teacher shall be given the opportunity to report and voice their concerns of their designated areas within the club, as well as to advise the management committee on relevant issues.
- 5.6.12 The club secretary shall circulate points of note from the meetings of the management committee where possible within (7 days) to all club members.
- 5.6.13 The management committee may also decide upon acceptable means of communication used, during periods between meetings, to ensure the day to day running of club.

- 5.6.14 The Executive Committee will appoint a Finance Committee under the chairmanship of the Treasurer to advise on all financial matters. It may also appoint other subcommittees as are considered necessary to advise them on specific aspects contributing to the efficient organisation and operation of the club.
- 5.6.15 A Coaching Committee made up of coaches and swimming teachers will advise the Executive on technical swimming matters. The chairperson of this Committee will sit on the Executive Committee.
- 5.6.16 The Honorary Treasurer shall supervise the finances of the Club and maintain a record of all income and expenditure. He shall present accounts annually at the Annual General Meeting and a monthly/bimonthly summary at the Executive Committee.
- 5.6.17 The Club may elect annually at the Annual General Meeting such honorary members and honorary Vice Presidents as are considered appropriate.
- 5.6.18 The Club shall elect annually 1 or 2 members to act as delegates to the Regional Body and 2 as delegated to attend the National AGM of Swim Ireland.

6. Annual General Meeting (AGM)

- 6.1 The AGM will be held annually in October
- 6.2 Members shall be informed of the date, time, place and order of business of the AGM at least 21 days prior to the meeting. This information shall be emailed to club members as well as posted on the club notice board and website.
- 6.3 At the AGM, the annual report shall be presented, which shall consist of a: chairperson's report; secretary's report; treasurer's report; head coach's report and the CCO report.
- 6.4 Nominations for Executive committee posts may be received by the secretary either before or at the AGM. The new incumbents shall be elected at the AGM.
- 6.5 Any changes or updates to the club constitution or club rules will be presented to the club secretary 7 days prior to the AGM and signed by 2 voting members. Any agreed changes shall be notified to the members and Swim Ireland within 30 days following the AGM. A two thirds majority of voting members is required to change the club constitution, a simple majority is required for any other motion.
- 6.6 Any resolution to amend the club's constitution which is successful at the general meeting will come into immediate effect upon conclusion of the general meeting.
- 6.7 Two delegates for the club will be elected to represent the club at the Swim Ireland AGM.
- 6.8 The club AGM shall be run in accordance with Swim Ireland standing orders

7. Extraordinary General Meeting (EGM)

- 7.1 An Extraordinary General Meeting may be called at any time in the following circumstances:
 - 7.1.1 If a resolution to convene a club EGM is passed at the preceding club AGM
 - 7.1.2 If 20% of club members serve on the club secretary a written notice duly signed seeking the holding of such a club EGM
 - 7.1.3 Where two-thirds of the club management committee resolve to convene a club EGM
- 7.2 A club EGM must be held within 14 days of receiving such a request and must allow for 7 days' notice to all club members.

- 7.3 The EGM shall be run in accordance with Swim Ireland standing orders, as amended from time to time.
- 7.4 The total number of eligible voting club members will be made available by the management committee to club members.
- 7.5 Only the specific matter outlined in the submitted EGM notice may be dealt with at the EGM.

8. Procedures at General Meetings (AGM & EGM)

- 8.1 No business shall be transacted at a general meeting unless a quorum is present. A quorum (15) of the eligible voting members is the number required.
- 8.2 If such a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting such a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the club committee may determine and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting the members present shall be a quorum.
- 8.3 Members who are fully paid up and over 18 years of age are eligible to vote.
- 8.4 No voting by proxy is allowed.
- 8.5 Parents shall hold one vote on behalf of their child/children within the club. Only one parent may exercise this vote and this must be so agreed between the parents (i.e. that is one vote only per couple for one child). Parents who are club members in their own right may vote with this right for themselves and also cast one vote on behalf of their child/children
- 8.6 Voting shall be conducted via a show of hands, which will be counted by the secretary. The management committee may, however, recommend that a vote should be held in a secret ballot format owing to the context of the vote.
- 8.7 Nominations will be passed at AGM's by simple resolution of a majority.
- 8.8 Motions for a change to the Lisburn City Swimming Club constitution must be passed by a special resolution of 75% of persons entitled to vote present at the meeting.
- 8.8 The chairperson will have a casting vote if there is an equality of votes

9. Nominations, Notice of Motions and Election of the Management Committee

- 9.1 Election of the management committee members takes place at the club AGM each year. At this time the executive officers of the club shall be elected - chairperson, treasurer and secretary, along with four other members of the management committee.
- 9.2 If an executive officer of the club must step down during their term the management committee may appoint an existing committee member to fill this vacancy to hold office from the date of such appointment until the expiry of the term of office that would have been served by that executive officer where he or she had completed a full term.
- 9.3 A committee member may stand for re-election for four consecutive years. After this time period is up, they will be ineligible for election for a period of two years.
- 9.4 Nominations for office and notice of motions must be received in writing by the club secretary no less than 14 days prior to the general meeting.

- 9.5 A proposer and seconder are required for all nominations and notice of motions.
- 9.6 Notices of motions and nominations for the management committee shall be displayed on the club notice board for not less than 7 days prior to the AGM. They will also be available on request from the club secretary. Motions and nominations without due notice will not be discussed.
- 9.6.1 In the event that insufficient nominations are received by the secretary prior to the AGM, nominations for the executive committee will be accepted from the floor to a maximum of twelve people. If more than twelve nominations are received then a vote will take place at the AGM.
- 9.7 A Club Children's Officer must be appointed by the Management Committee and fulfil the criteria laid down by the 'Swim Ireland Safeguarding Children Policies and Procedures 2010', or most recent equivalent.

10. Transfers

- 10.1 If a member wishes to leave Lisburn City Swimming Club and join another they must follow the Swim Ireland transfer rule (6.9 – Swim Ireland Rule Book).

11. Finance

- 11.1 The financial affairs of the club shall be the responsibility of the management committee in general and in particular, the treasurer. Correct accounts and book keeping shall be done by treasurer or under his/her supervision.
- 11.2 Annual accounts of Lisburn City Swimming Club should be prepared for the Annual General Meeting by Lisburn City Swimming Club treasurer.
- 11.3 The management Committee shall be empowered to open bank accounts in the name of Lisburn City Swimming Club and all transactions in these accounts shall be authorized by the management committee. All cheques, drafts and so forth shall be signed by the treasurer and either the chairperson or secretary.
- 11.4 The treasurer will receive all money paid to the Lisburn City Swimming Club and ensure all such sums are lodged to Lisburn City Swimming Club bank account as soon as possible.
- 11.5 Any assets invested in by the management committee will be used for Lisburn City Swimming Club purposes only. The management committee will delegate the use of these assets under advisement from coaches, teachers, club children's officers and others within the Lisburn City Swimming Club
- 11.6 The committee will have the power to negotiate sponsorships on Lisburn City Swimming Club behalf and engage from time to time fundraising activities. Any financial returns from these activities will be used for Lisburn City Swimming Club development purposes only.
- 11.7 The financial year shall run from 1st September to 31st August.
- 11.8 The accounts shall be closed on August 31st each year, balanced and be presented, after independent audit, at the AGM.
- 11.9 The auditors shall be appointed at the AGM.
- 11.10 All cheques written against the Club shall be signed by any two of the Chairperson, Honorary Treasurer, Honorary Secretary or any other nominated Executive Committee members.
- 11.11

- A statement of accounts shall be presented within one month for all individual events, functions or projects involving moneys, for approval by the Executive Committee
- 11.12 No expenditure (above an amount to be set by the Executive) which will ultimately become the Club's liability may be incurred without prior sanction of the Executive Committee What is the finance committee's limit eg reports increase /expenses / new technology and systems / wish lists etc?
- 11.13 If an executive member incurs a liability without prior authorisation, then the individual is responsible for the discharge of this liability rather than the club.

12. Complaints and Disciplinary Procedures

- 12.1 The club hereby adopts The Swim Ireland complaints & disciplinary rules and procedures as amended by Swim Ireland from time to time.
- 12.2 All members of Lisburn City Swimming Club must abide by the Swim Ireland complaints and disciplinary procedures
- 12.3 All complaints will be dealt with in accordance with the relevant complaints and disciplinary procedures
- 12.4 The management committee will appoint a complaints and disciplinary committee (CDC) in accordance with the Swim Ireland Complaints and Disciplinary Rules and Procedures
- 12.5 Any matter involving members under 18 must also be brought to the attention of the CCO

An Executive Committee member or official coach may request any Club member who is not acting in a fit and proper manner to leave a Club training session or meeting. Note only one session!! Serious breaches of discipline shall be reported as soon as possible to the Chairperson of the Disciplinary Committee who shall convene a meeting of the Disciplinary Committee to consider the matter. The Chairperson of the Club must also be advised of the matter as soon as possible.

The member must be informed of the time and place of any meeting where disciplinary action against him/her will be discussed and has the right to be represented and to make a statement to the Disciplinary Committee in his/her defence.

The Disciplinary Committee may recommend to the Executive Committee the course of action to be taken. The Executive Committee's decision, if not to the satisfaction of the complainant, may be referred to Swim Ireland.

The Club will have no powers to act in relation to any complaint of child abuse. These must be dealt with by Swim Ireland, in accordance with their Safeguarding Children Guidelines. The Club will deem it necessary for the person alleged to have committed the said abuse to stand down immediately and not be permitted on the poolside until Swim Ireland or a higher authority has passed clearance.

13. Cessation/Suspension/Expulsion of Membership

- 13.1 Lisburn City Swimming Club have the power to terminate and suspend membership owing, but not limited to, violation of the constitution and/or rules, criminal behaviour or any activity deemed unseemly by the management committee in line with Swim Ireland complaints and disciplinary policies
- 13.2 All club terminations and suspensions will be reported to Swim Ireland.
- 13.3 All club terminations and suspensions can be appealed in line with the Swim Ireland complaints and disciplinary policy.
- 13.4 Suspension or termination of an individual's membership to Swim Ireland can only be done by Swim Ireland's board. These procedures are laid out in the 'Articles of Association of Swim Ireland'.

Membership shall cease if:

- If parents refuse/fail to sign a squad contract
- If paperwork is not returned (membership pack including Code of Conduct, personal contact and health/medical information)
- The first instalment is not paid by 30th September or Fees are not paid in full by 28th February of each year.
- In the opinion of the Executive Committee a member brings the club into disrepute.
- A member fails to comply with the Constitution and Rules of the club.
- If membership of Swim Ireland is refused or withdrawn.

14. Dissolution

- 14.1 Lisburn City Swimming Club may be dissolved:
- By a Resolution passed owing to the inactivity of its members. This Resolution would be passed at an EGM, specifically called for that purpose and carried by three quarters of the members present.
 - A Court Order where a dispute exists within its membership
- 14.2 Notice must be given to members and Swim Ireland for any Dissolution to come into effect, owing to a resolution at a general meeting
- 14.3 All aspects of the club, having discharged debts and liabilities, shall be distributed to a charity, charities or other non-profit making organization having an agenda similar to those of Lisburn City Swimming Club or Swim Ireland.
- 14.4 The management committee shall be responsible for the winding up of assets and liabilities of Lisburn City Swimming Club.

15. Equality

- 15.1 In accordance with the Equal Status Act 2000 – 2004 and the Equality Act 1996 in Northern Ireland, Lisburn City Swimming Club will not discriminate against any persons or visitors within Lisburn City Swimming Club. No discrimination of any kind against employed and voluntary staff, membership applications, members and individuals within the general public, will be tolerated.

16. Criminal Allegations

- 16.1 Lisburn City Swimming Club shall treat allegations of criminal activity very seriously. Any allegation of a criminal offence will be reported to Swim Ireland and the appropriate policing body.

17. Data Protection

- 17.1 The club hereby adopts The Swim Ireland data protection policy as amended by Swim Ireland from time to time.

Approve by Club Officers	Club Officer 1	Club Officer 2
Name	Rachel Wiffen	Finbar O’Kane
Position in Club	Secretary	Chair
Signature		

Approved At AGM Date: ___24 Oct 2018___ Club Secretary ___ Rachel Wiffen