

JERSEY WADO RYU



CONSTITUTION & RULES

Signed

Ryan Lambotte, Chairman

NAME The Name of the Club shall be JERSEY WADO RYU, hereinafter referred to as the JWR.

Structure: The JWR is a company and this document details how it is managed.

AIMS

The aims of the JWR shall be to:

1. Provide a climate where members of the JWR can study the art of Karate, methods of coaching and development of Karate skills.
2. Represent its members, where desirable and possible, on local, regional, national and international governing bodies.
3. Organise and regulate tournaments and courses of instruction for the benefit of its members.
4. Regulate and control the promotion, training, licensing, examination and certification of karateka within the JWR.
5. Do all such things as are incidental or conducive to the aims of the JWR.
6. The JWR is a not-for-profit organisation (NPO0970) and if any profit is made in any year the proceeds will be put back into the club's funds for the following year.
7. No member may have monetary gain from the club's income but may claim reasonable expenses.
8. Follow the national guidelines in all aspects of equal opportunities.

MEMBERSHIP

1. Applications for membership shall be made to the JWR Chief Instructor. All instructors must have a DBS check through Jersey Wado Ryu.
2. Members wishing to apply for membership shall supply to the executive committee evidence of ability to satisfy the following requirements, namely that they:
 - a) Shall follow the standards created and set out by the JWR.
 - b) May train at least once weekly at suitable premises.
 - d) Shall on acceptance by the JWR, abide by the spirit and current rules of the JWR as promulgated in this constitution and its rules.
 - e) Club instructors and coaches are expected to give full support to JWR during classes, courses and events.
3. JWR reserves the right to refuse membership without explanation also club instructors have the right to refuse membership of their club / class regardless of any affiliated membership.
4. JWR will send out reminders to renew club membership as it sees fit.
 - 4a. Any member whom does not renew membership will be deemed to have resigned from JWR, thus forfeiting all membership rights and privileges.
 - 4b. Any subsequent application for club membership from the said affected member will be treated as a new application and will be subject to the approval by the Executive Committee and or Chief Instructor.

BANK ACCOUNTS

JWR may operate a bank account(s) to facilitate the aims of JWR. The Chairman and Treasurer, will be the sole signatories to the account. JWR will NOT have the ability to become indebted or create a lien over any assets of JWR.

AGE LIMITS

The minimum age limit is 5 years old and there is a recommended age limit of 75. Accepting a student under the age of 5 or over the age of 75 will be at the discretion of the resident instructor on condition that correct and appropriate insurance may be obtained. However medical considerations and declarations may require that membership is refused.

INDIVIDUALS

1. Members of JWR club will automatically be members of the Western Karate Union (WKU) through their clubs when they have applied, paid for a JWR individual licence.
2. Each member shall at all-time hold a JWR licence and grading book which is obtainable on application to JWR or be held by a club official. This licence, when current, will entitle members to appear before authorised JWR grading examiners, and will serve as the record of the member's grade. The licence will be renewable each year on payment of a fee decided by the Chairman for that year. It will also entitle a member to compete in contests and courses organised by the JWR.
3. Members joining from other karate organisations will be subject to the grading regulations set out in the rules of this constitution.
4. Membership of the JWR does not guarantee admission to WKU clubs. This decision lies with the relevant club instructor.
5. An expelled member shall immediately cease to have any rights and privilege of membership of JWR or WKU.

EXECUTIVE COMMITTEE / SENIOR MEMBERS OF JWR

1. JWR shall be controlled, managed and organised by the executive committee / senior members of JWR with the Chairman having the casting vote.
2. An executive committee / senior members meeting may be convened by the request of any three members of the executive committee / senior members through the Secretary and will meet periodically for the dispatch of business and will adjourn and resume its meetings at its own determination. Such meetings must include the Chief Instructor or Chairman less they be considered null and void.
3. For committee matters a quorum will be at least one senior member plus the chairman or secretary.
4. All questions will be decided by a simple majority of the committee / senior members, inclusive of postal and or proxy votes, at a quorate meeting properly convened. In the event of a tie the chairman shall have a casting vote.
5. If the chairman of the JWR is not present within 30 minutes of the time stipulated for the commencement of a meeting of the executive committee, the vice-chairman would take over the chairing of the meeting. If the vice-chair is also not present, the executive senior members present shall elect a chairman for the meeting.
6. All executive members must hold a current JWR licence.

7. Any unlicensed Executive Committee / Senior Member is automatically suspended from the Executive Committee until his / her licence is renewed.
8. Any Executive Committee / Senior Member who remains unlicensed for more than 1 month will be deemed to have resigned from the Executive Committee / Senior Management Team.
9. Executive members will be voted into their proposed roles by the existing committee or in the absence of a committee then by the Chief Instructor and this role i.e. Chairman, Treasury, Secretary, Child Welfare Officer etc will be held for a period of five years from approval.

DUTIES OF THE EXECUTIVE COMMITTEE / SENIOR MANAGEMENT TEAM

The duties of the committee shall be to:

1. Carry out the aims of the JWR
2. Provide for the administration, management and the control of the affairs and property of the JWR and as far as possible, to assist members and the clubs.
3. Provide unaudited accounts / financial statement annually. The Treasurer to be responsible for this.
4. Conduct the local, regional, national and international activities of the JWR and appoint such representatives as are deemed necessary to achieve these aims.
5. Make such rules as may from time to time be deemed necessary for the running of the business of the JWR.
6. Supply from the members, representatives for meetings of local, regional, national and international all style karate bodies.
7. Seek appropriate legal advice when necessary.
8. Co-opt a new member or members as and when they consider necessary.
9. Remove a fellow executive member if they consider it necessary, this could only be done by a unanimous vote of the remaining executive who are not members of the same club or connected parties as the candidate for removal.

ANNUAL GENERAL MEETING

An annual general meeting will be held each year, the date, time, place and venue to be decided by the executive committee. Notice, giving details, will be sent to executive committee at least 14 days in advance of the AGM or as reasonably able. Items for inclusion in the agenda shall only be accepted from JWR members and shall be notified to the Secretary, in writing, at least twenty-one days before the AGM.

EXTRAORDINARY GENERAL MEETING

The secretary and chairman may convene an EGM at any time in co-operation, or by the committee as a whole. An EGM must only be convened in order to discuss urgent business. All executive committee members will be informed of the EGM date, time and location with at least one week's notice.

THE CLUB'S YEAR END ACCOUNTS

1. The JWR's financial year shall run from the 1st January to 31st December each year.
2. Proper books of account and a banking account shall be kept by the Treasurer. These shall be produced by the treasurer at the annual general meeting of the JWR in each year, together with an independent statement of income and expenditure and balance sheet for the previous financial year prior to such annual general meeting or as such account practices required by the laws of Jersey.

VOTING AT GENERAL MEETINGS

1. Voting at general meetings shall be by a voting card or similar duly authorised and issued for use by the executive committee /senior members and produced at the meeting by the person to whom it is issued. Proxy and postal votes will be accepted at the AGM.
2. The chairman shall, in the event of a tie, have a casting vote.

SUB COMMITTEES

The executive committee / senior members will have the power to create from its own body sub-committees for the specific purposes (e.g. local championships, national and international events, demonstrations).

RULES

The executive committee will have the power to make, change or rescind any rule.

TECHNICAL COMMITTEE

The members of the technical committee will be invited to join and dismissed by the Chief Instructor. Members of the technical committee must hold a minimum grade of 4th Dan.

DUTIES OF THE TECHNICAL COMMITTEE

1. To maintain the technical standards of the JWR
2. To advise the executive committee on all technical matters.
3. To propose Dan grade promotions of 4th Dan and above.
4. To propose honorary Dan grades.

PROMOTIONS

Recommendations for promotion within dan grades will be as follows:

1. Promotion into and within dan grades will be recommended by examiners as follows:
 - a) The recommendations will be made by the majority of the grading panel all of whom shall be at least one dan grade higher than the level being examined whilst all must hold the minimum grade of 3rd dan.
 - b) Promotion to the grade of 4th Dan and above will only be given if two-thirds of the technical committee / senior management agrees and such promotions will be subject to final approval by a Chief Instructor. In the event of a physical 4th Dan and above grading, see item (a) above.
 - c) Proposals for honorary Dan grades will be proposed by the technical committee and will only be given if two-thirds of the technical committee agrees and such promotions will be subject to final approval by a majority of the executive committee.
 - d) The Dan grading panel and technical committee will be made up from senior grade members of JWR selected by the Chief Instructor.
2. Promotions will not take effect until they have been registered with JWR.

REGISTRATION

JWR will keep a register of all promotions.

INTERPRETATION

The sole authority for the interpretation of the constitution and rules of the JWR will be vested in the executive committee / senior management team of JWR, with the guidance of the Chief Instructor.

COMPLAINT PROCEDURE

All complaints will be dealt with in accordance with the JWR complaints procedure document.

ALTERATIONS TO THE CONSTITUTION

1. This constitution may only be altered by a resolution passed by majority of the voting members or proxy present at a properly convened general meeting of JWR.
2. The secretary shall receive a resolution for the alteration of the constitution at least 21 days before the annual general meeting at which the resolution is to be brought forward.

DISSOLUTION

If the JWR is dissolved and there remains, after satisfaction of all its debts and liabilities, any money or other property whatsoever, the same shall not be paid to applied or distributed among members of the JWR but shall be applied to the furtherance of such objects similar to those of the JWR as may be determined at or before the dissolution of the JWR by the Executive Committee, and if and so far as effect cannot be given to the foregoing provision then to any charitable purpose connected with physical training or recreation, but not otherwise.

GRADINGS (See Promotions)

Criteria for Examinees: -

1. All kyu grading waiting times are at the discretion of the club senior instructor.
2. Members of JWR shall be entitled to take a kyu grading examination at the direction of the club senior instructor.
3. Members of JWR shall be entitled to take dan gradings at the direction of their club senior instructor.
4. Before taking any grading all members must have the permission of their club senior instructor.

Recommended minimum waiting periods for 8th to 3rd Kyu grades.

These time scales assume a minimum training programme of 2 sessions per week and the correct technical ability according to the grade requirements.

8 th Kyu to 7 th Kyu	3 Months – Minimum
7 th Kyu to 6 th Kyu	3 Months – Minimum
6 th Kyu to 5 th Kyu	3 Months – Minimum
5 th Kyu to 4 th Kyu	3 Months – Minimum
4 th Kyu to 3 rd Kyu	3 Months – Minimum

The recommended Minimum waiting periods for subsequent grades are:

3 rd Kyu to 2 nd Kyu	3 Months – Minimum
2 nd Kyu to 1 st Kyu	3 Months – Minimum
1 st Kyu to Shodan	6 Months – Minimum

Minimum Periods between dan grades.

Shodan to Nidan	2 Years – Minimum
Nidan to Sandan	3 Years – Minimum
Sandan to Yondan	4 Years – Minimum
Yondan to Godan	5 Years – Minimum
Godan to Rokudan	6 Years – Minimum

Criteria for Examiners.

1. Karate-ka of Shodan grade may conduct gradings for students up to and including 3rd kyu providing they have held the grade of Shodan for at least 1 year.

2. Karate-ka of Nidan grade may conduct gradings for students up to and including 2nd kyu providing they have held the grade of Nidan for at least 1 year.
3. Karate-ka of Sandan grade may conduct gradings for students up to and including 1st Kyu providing they have held the grade of Sandan for at least 1 year.
4. All Dan grades must be 21 years or over before they can conduct a grading.
5. Dan gradings will be conducted by a panel made up of senior grade members of JWR selected by the Chief Instructor.
6. Dan grades who return to membership / training after a period of more than one year will be subject to a re-assessment of their grade. Dan grades in this category may not undertake gradings until they have been re-assessed and their grade verified.
7. Kyu grades who return to training/membership after a period of one year or more of no training will be subject to the requirements of the club senior instructor.
8. Dan grades from other federations or bodies, accepted into membership by JWR, will be liable to a grade assessment by the Chief Instructor and or executive committee of JWR. There will be a minimum wait period of six months from the commencement date of their JWR licence before further promotion may be considered.
9. The minimum age to be eligible to grade for Dan grade shall be 10 years or as agreed by the Chief Instructor.
10. The highest level physical grading shall be 5th Dan.
11. All First Dan and above candidates aged 16+ should have an active role in their clubs i.e. perform coaching / instruction when asked, administrative duties for the benefit of the club or any other such tasks as instructed by the Senior Management Team or Chief Instructor.

CHILD PROTECTION/WELFARE

1. The JWR has appointed a child welfare officer; this officer will have attended recognised courses.
2. All child protection and safeguarding issues will be dealt with in accordance the JWR child protection and safeguarding policy.