

Constitution

Name

The organisation shall be called Hull Kung Fu. The Hull Kung Fu Organisation will have the current group disciplines running underneath it:

- Hull Shaolin Chuan Fa Kung Fu (incorporating Shaolin Staff & Bo Jutsu)
- Hull Tai Chi Chuan
- Hull Chinese Massage
- Hull Coaching
- Self Defence

The Committee

The current committee structure is held on the website www.hullkungfu.co.uk under the HOME/COMMITTEE menu heading.

Purpose

The purpose of this organisation is:

- To be open to the whole community
- To be organised on an amateur and voluntary basis
- Have membership of the club open to all without discrimination
- Have facilities within the club available to all members without discrimination
- Have fees set at a level that do not pose a significant obstacle to membership of an individual.
- To promote the practice of Kung Fu, Tai Chi, Chinese Staff and Bo Jutsu as a martial art, i.e. as a physical activity and as a mental discipline.
- To host seminars and hold regular gradings throughout the year.
- To host and attend various levels of competition including regional, national, international and local in house club events.
- To host other activities which will complement and enhance the purpose of the Club.
- To encourage regular "meet the aims of individual" awards at regular intervals throughout the year.
- To promote teamwork within the club and help individuals meet their own personal needs.

Annual General Meeting

The Annual General Meeting shall take place no less than 11 months, and not more than 15 months from the date of the previous AGM.

The business of the AGM will include:

- Report on the Committee's work over the last year
- Report on the current structure and build of the various clubs

Voting

- Voting at all meetings shall be by a show of hands by Full committee Members entitled to vote.
- A simple majority of votes shall carry a decision.
- The Chairperson of the meeting shall in the event of a tied vote have an extra casting vote.
- Persons can be nominated in their absence for any position on the Committee, providing that the nominee's consent is given.

Finance

- All money received by or on behalf of the Hull Kung Fu Organisation is to be used to further the aims of the Organisation to be agreed by the Committee.
- The Treasurer shall open a bank account in the name of the Hull Kung Fu.
- There will be three signatories who will be nominated by the Committee, one of which will be the Treasurer. These should not be from the same household.
- All cheques and instructions to the Hull Kung Fu Organisation Bankers shall require 2 of the agreed signatories.
- An instructor or club owner will deal with their own tax issues e.g. with the Benefits Agency, Tax Office, etc. The Hull Kung Fu Organisation takes no responsibilities for any tax discrepancies that the club may have.

Membership

Regular Membership

Membership and training is open to any person wishing to train within the disciplines of the Hull Kung Fu Organisation, under the guidelines of the insurance policies as issued by the relevant Governing Body. An individual may become a member by completing the relevant registration forms, holding the relevant governing body individual insurance and having payment of the prescribed subscriptions.

Licence/Insurance books must be brought to every training venue.

Assistant Instructor

An assistant instructor is a member with the rank of green sash or over who has fulfilled the criteria to teach groups to the standard of assistant instructor level. The individual will have been formally designated as such by the Committee. Assistant instructors are allowed to help Club Instructors during regular training.

Assistant Instructors are in place to maintain good discipline, conduct and respect within the club.

It is a requirement that assistant instructors are involved in the warm up sessions of each lesson. Assistant Instructors are in place to assist instructors and aid lower grade students in their training of Martial Arts.

Instructor

An instructor is a member with the rank of brown sash or over who has fulfilled the criteria to teach classes and large groups to the standard of instructor level, this must be done under the instruction of a Club Instructor. The individual will have been formally designated as such by the Committee. Instructors are allowed to help Club Instructors during regular training.

Students at instructor level will be allowed to teach private individual lessons, school lessons and self defence lessons under their own public liability insurance but will not be allowed to run classes in their particular martial art outside the Club Instructors area until they have obtain a 1st Degree Black Sash in the Art. This can be overcome if the Instructor is accompanied by a qualified 1st degree Black Sash at each lesson. This is due to the requirement of work between the Brown Sash and 1st Degree Black Sash.

Instructors are in place to maintain that the Assistant Instructors manage good discipline, conduct and respect within the club.

Instructors will have the ability to loan equipment from the Hull Kung Fu Organisation but they will be responsible to pay for any equipment that is damaged or lost.

Chief instructor (e.g. SiBok, Di Sifu)

If there is more than one instructor in the Club, the Committee shall designate one chief instructor. The chief instructor is usually the club owner or a member of the Committee. The chief instructor will determine the system of training of the club and any technical aspects of the disciplines as identified under the Hull Kung Fu Organisation.

SiBok and Di Sifu grades and club instructors are in place to maintain that the Instructors manage good discipline, conduct and respect within the club.

When club instructors attend other instructors clubs there will be no discussion of cross training across clubs with any students. Any club instructor wishing to encourage students to attend their own clubs must seek permission from the club instructor in which they are in attendance with. The Hull Kung Fu Organisation will advertise cross training within the clubs.

Meetings of the Committee

The Committee shall meet on a regular basis in order to prepare for resolving any outstanding or for coming issues within the club.

Individual students will have access to a regular newsletter or email broadcast.

Associate membership

The Hull Kung Fu Organisation will work with other clubs to achieve an excellent practice in their own disciplines. This will include initiating new clubs and assisting in the general day to day running of the clubs in conjunction with the procedures set out by the East Riding Voluntary Youth Organisation, Hull Voluntary Youth Organisation, East Riding Council Voluntary Youth Service, Hull Council Voluntary Youth Service and the East Riding Club Accreditation Scheme. Associate members shall be elected to the Executive Committee.

Suspension of members by the Executive Committee

The Executive Committee may decide to suspend a member who:

- has demonstrated by his/her behavior or conduct, attitudes that may endanger the safety of other members.
- has demonstrated by his/her behavior or conduct, attitudes that will conflict the reputation of the Hull Kung Fu Organisation.
- has demonstrated by his/her behavior or conduct, attitudes that may lower morale within the club members.

Membership fees

The Hull Kung Fu Organisation is regulated by and part of the WAKO organisation and insured by the insurance brokers as assigned by the WAKO.

Members have to pay membership subscriptions on an attend only basis and produce other subscriptions at regular weekend and week training events if required. The subscription schedule will be voted at the Annual General Meeting.

Any student who does not attend any lesson in a club for a period of 3 months without informing the relevant club instructor with a valid reason will have their membership terminated. If the individual student wishes to return to training after the 3 month period then they must complete a New Starter form which must be handed into the relevant instructor.

Students (over 18) that join the organisation must be aware that once they have completed the New Starter form and handed it in to their instructor that they consent to their images (including names) being placed on the organisation website and in any media coverage that may arise.

Any student under the age of 18 will have to obtain their parents/guardians consent for images (including names) to be placed on websites or media by completing the "Release Form for the use of Images of Children" form (obtained from a club instructor).

If any student leaves any of the clubs on their own accord\through suspension then the Organisation reserve the right to remove\retain images (including names) of individual students.

Club disciplinary procedures

The Hull Kung Fu organisation has the sole right to terminate any student's membership at anytime if the organisations policies are not adhered to.

Health and Safety

Due to the physical nature of the activity, members are required to complete a health questionnaire on registering with the club.

Training Areas

- Training must be done on a hardwood floor and within a soft matted area; otherwise members may develop health problems in the long run. Training elsewhere on a temporary basis is permissible.
- The Organisation shall provide at all times a safe training environment within the guidelines and instruction issued by the instructors.
- The Organisation shall provide a structured, durable training programme suitable for all taught in a professional and understanding manner by qualified instructors.
- Any student who participates in sparring sessions (including any contact work in gradings) must wear the relevant protective clothing (i.e., head guards, hand mitts, leg protectors and body armour etc).
- Any student who participates in sparring sessions (including any contact work in gradings) must inspect protective clothing for defects (i.e., tears, breaks etc) before using them for training purposes.
- Any student who participates in training or sparring sessions (including any contact work in gradings) must remove all loose jewelry (i.e., rings, necklaces, piercings etc).
- Sparring will only be conducted when an instructor or minimum brown sash is present. All chief instructors must be aware that the events are taking place in each lesson.
- Students who have obtained a grade higher than brown sash or have the permission of a chief instructor within the club will only use weapons such as Tri-Sectional Staff, Chinese Whip and Swords etc.
- Any student who participates in weapons training must wear the relevant protective clothing (i.e., shielded head guards, hand mitts, leg protectors and body armour etc).
- If pain is registered as a lock is being performed when the student is practicing shock, block and lock techniques the defending student will tap (loud using hands or feet) to inform the attacking student that there is a risk of injury about to happen. If tapping is not possible then the student is required to make an audible indication. At this instance the attacking student should release their technique and ensure that no injuries have occurred.

Equality and behaviour

- The Organisation expects that all students shall behave in a manner respectful of Martial Arts etiquette, all students shall at all times be responsible for their own actions.
- The Organisation intends to apply and extend its existing coaching skills and experience to meet the needs of students with a range of disabilities and provide an accessible, safe environment.
- The Organisation shall endeavor at all times to teach, without prejudice, the true spirit of Shaolin Chuan Fa Kung Fu and Tai Chi and promote it's furtherance in all aspects relative to the Martial Art.
- All students (excluding Sibok, Di Sifu and Club Owners) must bow when entering or leaving the hall.
- All students (excluding SiBok, Di Sifu and Club Owners) must bow before and after talking to a senior grade.

Instructors and Assistant Instructors

- The instructor and assistant instructors will respect the rights, dignity and worth of students.
- The instructor and assistant instructors will treat everyone equally regardless of sex, ethnic origin, religion or ability.
- The instructor and assistant instructors will be a positive role model for the students.
- The instructor and assistant instructors will ensure that for each student that is instructed, the time spent will be a positive experience.
- The instructor and assistant instructors will respect the talent, developmental stage and goals of each student.
- The instructor and assistant instructors will be fair, considerate and honest with students and communicate with students using simple, clear language.

Parents

- Do not force your children to participate in Martial Arts, but support their desires to train in their Martial Arts. Children are involved in Martial Arts for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud them when they say they have trained well in Martial Arts.
- Show a positive attitude towards your child's training and all the activities they participate in.
- Applaud good efforts in their training and enforce positive points when their morale is low.
- Recognise the importance of instructors within Martial Arts. They are important to the development of your child and to the Martial Arts. Communicate with them and support them.

Students

- Arrive for training in good time to prepare thoroughly.
- Always salute when entering/leaving a place of training and before talking to a senior grade or instructor.
- Turn up with the appropriate clean uniform for the activity.
- Always warm up and cool down properly.
- Train for fun and enjoyment – not just to please your parents and/or Instructors.
- Learn and train by the rules.
- Do not argue with assistant/full instructors – use your energies for training.
- Recognise and applaud all good training.
- Be a good sport – win with modesty, lose with dignity.
- Respect other people – treat them as you wish to be treated.
- Co-operate with the instructors and fellow students.
- Think about improving your skills after training and competition.
- Inform the assistant/instructors of any injury as soon as possible.
- Inform the assistant/instructors if you need to leave the site early.