

# CHILTERN KARATE ASSOCIATION

## CLUB CONSTITUTION



### Title

The title of the Association shall be Chiltern Karate Association, hereinafter referred to as the CKA.

### Affiliation

- The club shall be affiliated to the English Karate Federation (hereafter referred to as the EKF) for insurance purposes.
- This affiliation also allows the CKA: -
  - to be recognised at regional, national and international level for EKF competition events
  - provides access to EKF courses for CKA members.

### Aims and Objectives

- The primary objective of the CKA shall be to safely & successfully teach “*the best karate possible*” to its students. This shall include excellent instruction in all aspects of traditional Karate-do, as a science, art and mental/physical discipline.
- To encourage and develop Karate in the local community at affordable rates.
- To obtain, collect, receive and administer money and funds for these purposes on a “**not for profit**” basis.
- To establish and encourage the participation of all students in the activities organised by the CKA regardless of age, race, gender or disabilities.
- To provide members of the CKA with the opportunity of: -
  - training with world-class instructors
  - being invited onto external courses and competitions
  - the chance to visit & train in Tokyo
- To co-operate with other bodies having similar aims.
- To maintain an active social side to the club for all its members, members’ families and friends of the club.
- To support a charity, selected on an annual basis, with suggestions encouraged by the CKA membership. The final decision of which charity to support will be taken by The Shihankai.



## **Membership**

- Membership shall be open to all persons who subscribe to the aims and objectives above and who shall abide by the CKA constitution and EKF constitution & rules.
- Membership shall be obtained by completing the CKA membership application form, paying the appropriate CKA training fees, holding a valid EKF licence slip and attending regular classes or meetings.
- As with any physical activity, members must be in good health or have a doctor's approval to engage in Karate training.
- The CKA, in accordance with the Data Protection Act, shall keep a central register of membership details along with members grading records.
- The CKA reserves the right to refuse or withdraw membership without explanation.

## **Administration**

- The business and affairs of the CKA shall be managed by The Shihankai, made up of: -
  - The Chief Instructor
  - Any member graded 4<sup>th</sup> Dan and above
  - The Treasurer
- The members of The Shihankai shall meet from time to time as may be necessary.
- All decisions are made via majority voting, with each member of the Shihankai having an equal vote, with the Chief Instructor having the casting vote.
- In extraordinary circumstances, the Chief Instructor may unilaterally make decisions outside of the Shihankai voting structure.
- The Treasurer's function is to: -
  - To administer the funds and assets of the CKA
  - To maintain accounts and budgets

## **Financial Considerations**

- The treasurer will be responsible for regulating the finances of the CKA. The Shihankai will decide training fees, grading fees, licence fees and any subsequent increases.
- Members will be advised of any changes in fees at least one month in advance.
- CKA Dojo Heads will be exempt from paying training fees and will have the following reimbursed from CKA finances: -
  - licence fees
  - insurance
  - any other courses required by The Shihankai, e.g. First Aid, Safe Guarding etc



- The CKA will not provide monetary gain to the Chief Instructor, the Treasurer or the Dojo Heads except expenses in pursuing their roles.
- Any member of the CKA may, subject to written notice, inspect the CKA accounts., on The Shihankai, will instruct the Treasurer within fourteen days of any such request.
- CKA finances may be used for the following expenditures: -
  - CKA kyu and dan gradings (hall hire, expenses etc)
  - Hiring of guest instructors
  - Advertising & promotions
  - Purchase of badges, belts, certificates etc
  - Any other expenses approved by the Shihankai
- In the event that the CKA dissolves leaving residual assets, the CKA will donate the said assets to the EKF nominated charity for that year.

## Rules & Regulations

- Individual Dojo Heads are responsible for ensuring that the training methods deployed in their dojo are safe.
- Dojo Heads are responsible for ensuring that their members are holders of current EKF licence slips.
- All Dojo Heads and those involved in the instruction of activities must have: -
  - a recent/current DBS (CRB) check
  - A current First Aid certificate or medical equivalent
  - relevant training in the Safeguarding of young people
- CKA Dan gradings can only be conducted in the presence of the Chief Instructor and CKA Dan grades can only be awarded by the Chief Instructor.
- CKA Kyu gradings can be conducted by Dojo Heads without the presence of the Chief Instructor.
- Any dojo started outside of the CKA catchment area i.e., Buckinghamshire, is permitted to develop its own identity but must stay under the umbrella brand of the CKA.
- All members of the CKA shall be answerable to the Shihankai. A disciplinary panel may be convened at any time if those members have committed a breach of the constitution, regulations, or to have brought the CKA or Karate into disrepute.
- Any member who is found to have breached the rules or regulations, or who has brought the CKA or karate into disrepute, may be asked to leave the CKA or reprimanded, and may be reported to the EKF.

