



# LOUGHBOROUGH BOAT CLUB

*The Spirit of Rowing*

President: Stuart Ward

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## Loughborough Boat Club Constitution & Rules Accepted at AGM April 2019

### 1. NAME

The Club shall be known as Loughborough Boat Club hereinafter known as 'the Club'.

### 2. OBJECTIVES & AFFILIATION

The objective of the Club is to encourage and facilitate participation in the sport of rowing and to that end will be affiliated to British Rowing, the national regulatory body concerned with the development of the sport and the wellbeing of participants engaged in healthy recreation.

### 3. CLUB COLOURS

That the authorised Colours of the Club be Dark Blue and Old Gold.

### 4. MEMBERSHIP

#### A. The following are eligible for membership

The Club is an Open Membership Club.

#### B. Classes of Membership

**Full Rowing** - full access to the Club's facilities, boats and equipment. Able to vote at General Meetings and serve on the Management Committee.

**Junior Rowing** - under 18 years on date that subscription period starts. Full access to the Club's facilities, boats and equipment under supervision. Juniors aged 16 and over will be able to vote at General Meetings and serve on the Management Committee.

**Student Rowing** - must be in full-time further or higher education. Full access to the Club's facilities, boats and equipment. No voting rights apart from year-round students who are able to vote at General Meetings and serve on the Management Committee.

**Coxing or Coaching** - to be eligible a member must regularly cox and/or provide coaching. This membership will not include any rowing other than a maximum of three outings per year. Anyone wishing to row as well as cox or coach must become a rowing member. Use of the gym will only be available in a coaching capacity. Able to vote at General Meetings and to serve on the Management Committee.



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**Non-Rowing** - access to the social facilities of the Club but no access to the gym, boats or other equipment. No voting rights apart from non-rowing members who have previously been rowing or coxing/coaching members for at least 10 years who will be able to vote at General Meetings and to serve on the Management Committee.

**Gym User** - full access to the gym and related equipment but no access to boats. No voting rights apart from gym user members who have previously been rowing or coxing/coaching members for at least 10 years who will be able to vote at General Meetings and to serve on Management Committee.

**Parent Supporter** - to be eligible a parent of a junior member will help out in some way with their child's or any other Club activities. Access to the social facilities of the Club but no access to the gym, boats or other equipment. No voting rights.

**Affiliate** - will include members of any clubs that are affiliated to LBC. Access to the social facilities of the Club plus any facilities included in the agreement between LBC and the affiliated club. No voting rights.

**Honorary Life Member** - this shall only be granted in exceptional circumstances and must be conferred by a majority vote at a General Meeting. Able to vote at General Meetings and to serve on the Management Committee.

**Vice Presidents** - may be appointed at the discretion of the Committee in recognition of distinguished service or support for the Club.

**Patron** - is a person who subscribes to the Regatta fund and who is not a Member of the Club so has no voting rights.

All classes will also be members of Loughborough Boat Club Social Club.

## C. Election of Membership

- a. Membership of the Club shall be open to anyone interested in the sport of rowing, on application, in accordance with the Equal Opportunities Policy (Paragraph 4). However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- b. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.



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- c. Applicants for membership and members renewing their membership will be asked to declare any relevant health issues and to confirm they agree to abide by the Rules, Codes of Conduct and Regulations of the Club and the sport of rowing.
- d. No person shall use any Club equipment until they have completed fully a membership application form or an application for temporary membership.
- e. All membership applications will be put before the Club Management Committee and if it is considered that the granting or renewal of membership would be detrimental to the aims and objectives of the Club, by virtue of conduct or character likely to bring the Club or the sport of rowing into disrepute or for some other similar good cause, the Club Management Committee shall be entitled to refuse or withdraw such membership. In doing so the Committee shall provide full reasons for their decision and grant a right of Appeal to the members.

## D. **Restriction**

A person who has been expelled from, or refused membership of, British Rowing shall not be eligible for membership.

## 5. **EQUAL OPPORTUNITIES POLICY**

The Club is fully committed to the principles of equality of opportunity and is responsible for ensuring that no member, volunteer, employee or job applicant receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, social status, sexual orientation or political belief.

## 6. **CHILD PROTECTION AND VULNERABLE ADULT PROCEDURES**

- a. The Club accepts the policy and procedures relating to Child Protection and the Protection of Vulnerable Adults as set out by British Rowing, requires all members to accept them as a condition of membership and shall appoint a Welfare Officer to oversee them.
- b. All coaches and adults with frequent or significant access to children or vulnerable adults must satisfy the checks required under the Disclosure and Barring Service (DBS). The Welfare Officer will identify those where checking is required and oversee the process.



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- c. The Club shall appoint a different person as Junior Coordinator to oversee the induction, coaching and competition entry of Junior Members and contact with parents/carers requiring information and permission for extra activities and competitions.

## 7. CODES OF CONDUCT

The Club is fully committed to safeguarding and promoting the well being of all its members. The Club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the Club with the applicable Committee members and officers. (See Appendix 3)

## 8. SUBSCRIPTION

- a. The rates of subscription shall be determined by the members in a General meeting and shall be due on start of membership and, thereafter, on or before 31 May in each year.
- b. Annual subscriptions are normally payable in full on joining or renewing but arrangements may be made for them to be paid by standing orders. However, this is not a monthly membership scheme and failure to maintain payments will lead to loss of membership privileges and could result in termination. Any member withdrawing shall be liable for his or her subscription for the current year.

## 9. CESSATION OF MEMBERSHIP

- a. Any member may resign giving one month's clear notice in writing to the Secretary.
- b. Any member violating any of the rules or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, through the Club's Disciplinary and Grievance Procedure as set out in Appendix 1, be suspended or expelled. Any hearings panel must give a fair and independent hearing to the appellant within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of the Club and British Rowing.
- c. A member shall be deemed to have resigned from the Club if they have not paid by 31 July the annual subscription which became due by 31 May. If a member has used Club facilities during that period, they shall remain liable for the membership fee for that period.



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## 10. DISCIPLINARY AND GRIEVANCE PROCEDURES

The Club has a Disciplinary and Grievance Procedure (see Appendix 1) to ensure that such matters are resolved in a fair, effective and timely manner with reference to British Rowing's Guidelines on Grievance and Disciplinary Procedures in Rowing.

## 11. DISQUALIFICATION FROM HOLDING OFFICE

Only members entitled to vote (as set out in 3B above and 16 below) are eligible to hold positions on the Committee.

## 12. COMMITTEE

- a. The Management Committee (referred to as 'the Committee') shall conduct the affairs of the Club as a whole. The Committee will include the Chair, Captain, Secretary and Treasurer plus the President and Head Race Secretary, and will have a maximum of eight Members in total. The officers of the Club as listed above will be ex-officio Members of the Committee.
- b. The Committee will be elected by ballot at the Annual General Meeting of the Club. The term of office shall be for one year, and members shall be eligible for re-election.
- c. The Committee shall have the power to co-opt such additional committee members as may be deemed necessary up to the maximum of eight in total.
- d. Members of the Committee will be identified to lead on specific areas of organisation including but not limited to Coaching, Welfare & Safety, Rowing & Facilities Development, Membership, Estate & Equipment Management, Social Activities, Fundraising, Communication, Finance & Forward Planning.

## 13. DUTIES OF COMMITTEE OFFICERS

- a. **Chair:** The Chair will preside at all meetings of the Committee and shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chair shall represent or arrange for the representation of the Club at British Rowing regional level and at meetings of other organisations. The Chair shall ex-officio be a member of any other committee of the Club.
- b. **Captain:** The Captain will be responsible for training, coaching and representation of the Club in competitions.
- c. **Secretary:** The Secretary will be responsible for the organisation of meetings of the Committee and of the Club, and the recording of minutes relating to such meetings and all correspondence relating to the general business of the Club.



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- d. **Treasurer:** The Treasurer will be responsible for the collection and disbursement of all monies belonging to the Club and will keep proper accounting records of all such transactions. The Treasurer will present to the members at the AGM a balance sheet and income and expenditure account showing the Club's financial position and the results of its transactions for the year. The transactions of the Club will be conducted through a bank account and will require the approval of members of the Committee who have been designated for the purpose.

## 14. MANAGEMENT COMMITTEE OPERATION

- a. The Management Committee is responsible for the general conduct of the Club's business and activities.
- b. The Committee shall meet at regular intervals during the year, as required by the business to be transacted.
- c. Special meetings of the Committee shall be called by the Secretary on instructions from the Chair, or not less than three Committee members.
- d. A quorum shall consist of 50% of members plus one.
- e. In the case of a casual vacancy among the Committee, the said Committee shall be entitled to appoint another eligible person to act until the next AGM.
- f. The Committee and individual Committee members should act according to high ethical standards and ensure that conflicts of interest are properly dealt with.

## 15. GENERAL MEETINGS

- a. An Annual General Meeting shall be held by the end of April of each year. The Club year is 1 January to 31 December so there shall be laid before the meeting a statement of accounts made up to the preceding 31 December.
- b. An Extraordinary General Meeting shall be called on the instructions of a simple majority of the Committee, or on a requisition signed by not less than ten of the members of the Club entitled to vote.
- c. Not less than 21 days clear notice shall be given, specifying to all members the time and business of the General Meeting.
- d. Motions for discussion at Annual General Meetings not of origin from within the Committee, shall be lodged with the Secretary at least 14 days preceding the AGM, and be signed by not less than four members entitled to vote.



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- e. At any General Meeting, a resolution put to the vote of the Meeting shall be decided by a show of hands, of those entitled to vote, except when more than one nomination has been received for a position on the Committee, in which case voting will be by secret ballot. Exceptionally, due to the nature of the matter being voted upon, the Chair may use discretion to require a secret ballot.
  - f. At all General Meetings the President will preside or, in his/her absence, a Chair for the meeting will be elected by the voting members present.
  - g. At all General Meetings not less than 10% of members of the Club entitled to vote shall constitute a quorum.
  - h. **Absences of Quorum:** If after half an hour from the time appointed for the meeting, a quorum is not present, the Meeting, if called at the request of the members, shall be dissolved. In any other case, the Meeting shall be adjourned until a time and place to be fixed by the Committee. If a quorum is not present within half an hour from the time appointed for an Adjourned Meeting, the members present shall be a quorum.
  - i. **Accidental Omission:** Accidental Omission to give notice of a meeting to, or the non-receipt of notice of, a meeting by any member shall not invalidate the proceedings of a meeting.

## 16. LIABILITY

The Management Committee shall manage the affairs of the Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Committee, but shall be the responsibility of the Club as a whole. The Committee should ensure that adequate and appropriate liability insurance is in place to cover all the activities of the Club, its Committee and members.

## 17. VOTING

Voting rights are as indicated in 3B Classes of Membership above. In summary the following categories of member are allowed to vote and to hold a Committee position: Full Rowing Members; Junior Rowing Members over 16 years of age; Year-round Student Members, Coxing or Coaching Members; Gym User or Non-rowing Members who have previously been rowing or coxing/coaching members for at least 10 years; and Honorary Life Members.



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## 18. ALTERATION OF CONSTITUTION AND BYE-LAWS

- a. This constitution shall not be altered, amended or rescinded except by a General Meeting of the Club.
- b. A resolution to give effect to a change must be passed by at least 75% of the members present at the General Meeting.
- c. The Committee shall have full power to make and alter Bye-Laws for the organisation and management of the Club.

## 19. VERIFICATION OF ACCOUNTS

The accounting records of the Club, the income and expenditure accounts and balance sheet that are presented to the Annual General Meeting each year will be subject to independent verification by an appropriately qualified individual.

## 20. PROPERTY, FUNDS AND TRUSTEES

- a. The property and funds of the Club cannot be used for the direct or indirect private benefit of its members other than as reasonably allowed under this constitution.
- b. The Club may provide sporting and social facilities, Club sporting equipment, coaching, course and insurance cover as laid down by British Rowing.
- c. The Club may sell and supply food, drink, and related sports clothing and equipment.
- d. The Club may employ members (though not for competition) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present.
- e. Any monetary prize won by a member representing the Club shall be deemed to be the property of the Club.
- f. All freehold land and buildings belonging to the Club shall be vested in Trustees and held in trust for the members of the Club in accordance with the constitution of the Club. The Trustees shall deal with such property as the Committee directs. Trustees (a minimum of four) shall be elected from time to time by simple majority vote in a General Meeting. Their liability in law shall not extend further than the assets of the Club from time to time invested in them.





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## 21. DISTRIBUTION OF PROFITS

In no circumstances can any profit be distributed to members, but any profits earned shall be used in furthering the objects of the Club.

## 22. DISSOLUTION

The Club shall not be dissolved except by a resolution of a Special General Meeting convened for the purpose. In such an event, notice will be given to all the relevant statutory authorities and to the Trustees for the Club's land and property. The Committee will seek to discharge the debts of the Club, including cost of dissolution, and to meet the obligations insofar as they are able, of

- a. any conditions relating to grants received from public funds.
- b. the wishes of any private donors made known at time of any bequest.
- c. After settling all liabilities, the Committee shall dispose of the net assets remaining to one or more of the following:
  - a) to another club with similar sports purposes which is a charity;
  - b) to another club with similar sports purposes which is a registered CASC;
  - c) to British Rowing for use by them for related community sports.

## 23. POWER OF DECISION

Any matter not provided for in this constitution, or any question over the interpretation of it shall be dealt with by the Committee whose decision shall be final.

## 24. SAFETY

- a. The Officers and Committee have primary responsibility for safe practice within the Club and for observing guidance of rowing safety issued by British Rowing and through RowSafe.
- b. The Club shall appoint a Rowing Safety Adviser to advise the Committee on safety issues and promote the development of the safety culture within the Club.
- c. All Members are required to ensure their actions or omissions do not compromise the safety of themselves or others. All incidents and situations where safety is compromised, both on and off the water, must be entered into the Club's Incident Log Book and also online using the British Rowing Online Incident Reporting System.



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- d. Members must report to the Captain or a Vice Captain any equipment which is damaged or may compromise the safety of others. Such equipment must also be notified on the 'repairs' board and quarantined until repaired. Members must not use quarantined equipment.

## 25. ROWING REGULATIONS AND CARE OF EQUIPMENT

### A. Booking, Checking and Returning of Boats

No boat shall be taken out until the number or name of the Boat, the names of Stroke/Sculler, and the time of starting shall have been entered in a book to be kept at the Boat House for that purpose. The return of the boat and the time must also be indicated after its use.

All boats and blades must be checked before being used for hull and rigger integrity, steering mechanism, heel restraints, buoyancy compartment hatches and bungs and bow ball.

### B. Non-Swimming Members and Members with Epilepsy

No member who cannot swim shall be allowed to use the Sculling Boats or to form one of any crew engaged in competitive rowing or training unless wearing a lifejacket suitable for rowing and trained in its correct checking, wearing and deployment.

Members who have had epileptic episodes may not partake in water activity until they have fulfilled the recommendations set out by the Driver Vehicle Licensing Agency, except where there is a special individualised risk assessment and agreed controls put in place.

### C. Coxswains

All Coxswains must wear a life jacket or buoyancy aid on top of their outer garment and be trained in its correct checking, wearing and deployment. Coxswains in 'Front Loaders' must wear only a manual inflation life jacket.

### D. Junior Members (up to the age of 18 years)

Until a Junior Member has successfully fulfilled a swim test and capsize training and has demonstrated competence in a single sculling boat, a buoyancy aid must be worn.

Junior Members training on land or on the water must be under the direct supervision of a senior member or coach.



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Junior Members must not use weights equipment unless advised by and under the direct supervision of a coach approved by the Club.

A Junior under the age of 12 years may only become a member if directly supervised by their parent/carer who is also a member.

## **E. Damage to Club Property**

- a. The stroke of the boat (or Sculler) shall be responsible to the Club for the return of the Boat and all its accessories. The crew collectively shall be responsible for any damage to such Boat or its accessories between the time of the Boat leaving and returning to the Boat House, unless it can be proved that the damage has been caused by the culpable negligence of any particular Member, Member's guest or Members of the crew. The decision of the Committee as to the amount payable shall be binding and conclusive, but the Committee may under special circumstances remit the whole or any part of such amount. The amount to be paid to the Secretary within one month of its being applied for, or such members shall not be allowed to use the Club properties.
- b. No boat or equipment may be removed from the Club premises, without the authority of the Captain or, in his absence, the Vice-Captain(s). That Members using the Boats and equipment away from the Club Premises shall be under the same liability as in 20(a). That Boats loaned to other Clubs shall be insured by the borrower comprehensively, including liability for damage while in transit.
- c. No modification to any Boat may be made without the express permission of the Captain.

## **26. GYM TRAINING AND EQUIPMENT**

- a. Before using any equipment in the gym members must have been shown its correct use and in particular the correct use and technique of lifting of weights safely.
- b. Before using any gym equipment members must check that it is in good condition and safe to use.
- c. Members must comply with any official guidance posted in the gym, return equipment to its allocated position and leave the gym tidy.



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- d. All incidents and injuries occurring in the gym must be entered into the Club's Incident Log Book and also on line using the British Rowing Online Incident Reporting System.

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## APPENDICES

### Appendix 1: Disciplinary and Grievance Procedure

**Purpose:** to ensure that disciplinary issues and grievances are resolved in a fair, effective and timely manner.

#### Informal Process

When the Committee is alerted to a discipline or grievance issue it will, in the first instance, attempt to deal with the matter informally. It will appoint an officer of the Club to investigate the issue further and, in the case of a grievance, seek to mediate wherever possible. Such mediation is not obligatory but may help to resolve the situation, clarify any misunderstandings or help identify the issues in dispute before a hearing is convened. Informal resolution of a disciplinary issue will include a meeting of the officer with the member who is the subject of the allegation. If the outcome of the informal process fails to lead to a resolution it may be referred to in any subsequent hearing or appeal, as may any failure or refusal to participate in such proceedings.

#### Formal Process

Where the matter cannot be resolved informally or where the Committee deems the issue serious enough to warrant formal resolution, it may appoint a hearing panel with power to act on its behalf and to adjudicate on any disciplinary or grievance matter. For a grievance, the complainant will be required to set the nature of the grievance out in writing and request a hearing via the Club secretary.

A hearing will be convened within a reasonable timescale, which may vary depending on the issue at hand but should not, where possible, exceed one month. The hearings panel will consist of officers of the Club including the welfare officer. At a minimum the hearings panel should comprise a chair and two officers. All panel members will be independent of the dispute and those involved should signify their agreement to the constituted panel. The panel must give a fair and independent hearing to all sides of the dispute within an appropriate and agreed timescale. The subject of the complaint, and the complainant in the case of a grievance, will have the right to be accompanied to the hearing. Notes will be taken, and all parties will be given copies of the written record of the hearing.

The hearing panel shall have the power to suspend, fine or impose such other penalty as seems appropriate for the conduct which is the subject of the complaint. If the panel concludes that a member should be expelled from the Club then this decision must be ratified by the Management Committee which shall meet within 21 days of the date when the decision was made by the hearing panel. At the Committee meeting considering this the quorum will be increased to 50% plus two. The hearing panel and the Committee may only refuse, expel or suspend membership for good cause such as conduct or character likely to bring the sport into disrepute or actions which undermine the management of the Club.

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If any party chooses not to attend the hearing, the panel has the right to proceed with the hearing based on written submissions. The outcome and sufficient explanation of the decision will be communicated to the parties within 14 days. If the outcome of the hearing is unacceptable to the parties involved they may have the right to appeal.

## **Appeal Procedure**

If any of the involved parties wish to appeal against the outcome of the hearing they should set out the grounds on which they wish to appeal in writing. This letter should be sent to the Club Secretary within 14 days of the outcome of the initial hearing being known. An appeal will only be granted where there is a “strong arguable case” that either: -

1. Relevant information was ignored or not considered by the original panel.
2. The disciplinary process was tainted by unreasonable bias or conflict of interests.
3. The provisions of the disciplinary procedure were not adhered to.
4. The original panel exceeded its jurisdiction.
5. The findings of the original panel were irrational.

The Committee will appoint an independent appeal panel to consider the appeal, none of which have had any prior involvement in the matter. The appeal panel will be constituted along the same principles as the hearings panel outlined above and will be similarly recorded.

The chair of the appeals panel will convene a hearing in a timely manner and, in consultation with the other panel members, will decide the conduct of the proceedings. If appropriate the appeals panel may request written submissions and may or may not require the parties to attend. It may confirm the penalty, vary it by increasing or reducing it, or substitute some other sanctions. The outcome and sufficient explanation of the decision will be communicated to the parties within 14 days of the appeal panel hearing.

The outcome of the appeal will be final.



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## **Appendix 2 – Club Safety Policy**

Loughborough Boat Club has a zero tolerance for anyone being harmed as a result of our members' participation in the sport. We believe that harm is not an inevitable consequence of our activities and that incidents that cause harm can be avoided. We will strive to provide an environment in which our members can practise the sport safely and enjoyably. We will guide and lead our members in a way that fulfils these aims. We recognise that our members have primary responsibility for their own safety and the safety of others. The Club, through its Officers and Committee, will encourage safe practice having due regard for the guidance provided by British Rowing in RowSafe. The Club has safety rules that it expects its members to respect; these can be found on the safety board and on the website. Complying with these rules will help to prevent harm. The Club is also committed to learn from the incidents it becomes aware of and will share this information to help others in the sport to learn too. We are committed to make appropriate use of British Rowing's Incident Reporting System. Members are invited to refer any questions and concerns, relating to safety, to the Club's Rowing Safety Adviser or his deputy.

## **Appendix 3 – Codes of Conduct**

Loughborough Boat Club is fully committed to safeguarding and promoting the well being of all its members. The Club believes that it is important that members, coaches, administrators and parents associated with the Club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the Club with the applicable Committee members and officers.

Members or junior parent of Loughborough Boat Club are expected to abide by the following:

### **Junior Members**

- Play within the rules and respect officials and their decisions.
- Respect the rights, dignity and worth of other members, visitors, event officials and fellow competitors and not discriminate on the grounds of age, gender, marital status, sexual orientation, disability, race, colour, ethnic background, nationality, religion or belief.
- Keep to agreed timings for training and competitions or inform their coach or team manager if they are going to be late.
- Wear suitable kit for the conditions for training and match sessions, as recommended by the coach/team manager.
- Pay any fees for training or events promptly.
- Junior members must never smoke on Club premises or whilst representing the Club at competitions.
- Junior members must never consume or be under the influence of alcohol or drugs of any kind whilst on the Club premises or when representing the Club.

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## Parents/Carers

- Encourage your child to learn the rules and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept officials' judgements.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Encourage and guide performers to accept responsibility for their own performance and behaviour.

## Club Coaches Officials/Volunteers

- Consider the well being and safety of participants before the development of performance.
- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Establish a supportive, environment for the purpose of healthy competition, skill development, fun and achievement.
- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Promote the positive aspects of the sport (e.g. fair play and regard for others).
- Display consistently high standards of behaviour and appearance.
- Use correct and proper language at all times.
- Inform parents/carers of changes to training times and provide information regarding travel and competition.
- Follow the guidelines and procedures laid down by British Rowing relating to Water Safety and Child Protection

## Senior Members

- Consider the safety and welfare of fellow members, parents and others associated with the Club's activities.
- Respect the decisions of others concerned about starting, continuing training or competing in heightened risk situations.
- Conduct yourself in a manner that will not cause embarrassment or offence to others, either through your actions or inappropriate language, or cause the Club to be brought into disrepute.
- Keep to agreed timings and where possible give advance notice where these cannot be met.

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- Act in a sportsmanlike manner both in training and in competition and respect the decisions of officials of the Club, competitions and events.
  - Always acquaint yourself with the instructions and safety information before competing at an event.
  - Respect the rights, dignity and worth of other members, visitors, event officials and fellow competitors and not discriminate on the grounds of age, gender, marital status, sexual orientation, disability, race, colour, ethnic background, nationality, religion or belief.
  - Endeavour to set a good example to the junior members of the Club in following the Club rules, treating all equipment with care, keeping the Club rooms, kitchen, fitness room and boat house clean and tidy, reporting damage and incidents immediately and showing a willingness to help.
  - Pay any fees for training, travel, competitions or social activities promptly.
  - Never bring, use or be under the influence of banned substances on the Club premises or when representing the Club.

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# LOUGHBOROUGH BOAT CLUB

*The Spirit of Rowing*

President: Stuart Ward

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## LOUGHBOROUGH BOAT CLUB: EXISTING BYE-LAWS To be reviewed by Management Committee in 2019-20

### 1: Designation of Boats

That for all purposes of reference, the Club Boats shall be distinguished by an alphanumeric identification and names.

### 2: Powers of Committee

That the Committee have the power to reserve or withdraw from use one or more Boats at any time for any period they may consider necessary.

### 4: Club Day

Every member taking out a Club Boat must return it to the Boat House on the same day on which it was taken out, unless permission has previously been granted by the Captain.

### 5: Members

A Member may at any time introduce one or more friends who are not members of the Club. Friends so introduced must complete a temporary membership form and may, in company with the Members introducing them be admitted to the use of a Club Boat.

No member is allowed to introduce the same friend more than TWICE during the Boat Club Year unless such friend be bona-fide visitor and ordinarily resident more than twenty-five miles from the club.

### 6: Housing Boats

That any member landing from a Club Boat shall be bound to assist in properly cleaning and housing such Boat and stowing away oars and sculls.

### 7: Allocation of Boats and Blades

The Captain, or Vice-Captain(s) shall allocate Boats and Blades to crews.

### 8: Management of Races

On the occasion of a Club competition or any other special event, the Committee shall appoint a Member or Members of the Club to take charge of and conduct all the arrangements connected therewith.

### 9: Regatta & Head Crews

That all crews entered by the Club to contend at a Regatta or Head be formed by the Captain, or Vice Captain(s).

Crews entered for Regattas or Heads must be certain of being at the start of the time they are drawn for, and Members may be fined for being late by the Committee or Captain.



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## **10: Regatta & Head Fees**

That all Crews contending at Regattas are responsible for the payment of their own fees prior to the event.

## **11: Non-Fulfilment**

That any member engaging to row in a Regatta, Head or Club Competition, and failing to do so for any cause the Committee may deem insufficient, shall reimburse other members of the crew for any loss.

## **12: Club Notices**

Attention must be paid to all notices posted on the Club Notice Board, located in the Boat house, by the Captain, Vice-Captain(s) or Secretary. A plea that Members have not read these notices cannot be taken as an excuse for non-compliance.

## **13: Navigation**

That the Rule of navigation on the River Soar shall be to keep to starboard (the Coxswain's right, Rower's left) Overtaking crews must move to Port (the Coxswain's left, Rower's right). A rowing boat with a coxswain should give way to a boat without a coxswain. A rowing boat should give way to a sailing boat.

A sculler or crew intending to overtake another craft must make sure it is safe to do so before commencing the manoeuvre.

On seeing an approaching boat, the crew must be alerted by shouting "AHEAD" and likewise the alerted crew must respond by shouting "AHEAD" to acknowledge they have been made aware.

The Stroke of a Boat shall be responsible for instructing the Coxswain in the navigation rules and the Club's water training rules

All Members and Coxes must abide by safety Regulations as promulgated by the Committee.

## **14: Using Locks**

Up gate Boats within 100 metres of any lock to have first turn through same, and Down gate Boats within 200 metres to have first turn through same, providing that the lock is in their favour.