



Bicester & District Gymnastics Club

# BDGC 001 – Club Charter

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# 1. Purpose

To establish a formal structure for Bicester & District Gymnastics Club (BDGC), outlining our mission, governance, and operational guidelines. This Charter ensures alignment with our core values and membership of the Independent Gymnastics Association (IGA).

The purpose of Bicester & District Gymnastics Club (BDGC) is to promote and advance participation in amateur gymnastics as a recreational sport, fostering both physical and mental well-being among children and young people within Bicester and the surrounding areas. The club provides a safe, structured, and supportive environment where individuals of all abilities can:

- Engage in gymnastics for fun, fitness, and personal development, rather than elite competition.
- Improve physical health, including strength, coordination, flexibility, and balance.
- Develop confidence, discipline, and social skills through participation in a structured sporting activity.
- Strengthen emotional resilience, reduce stress, and build positive self-esteem through regular physical activity and supportive social interaction.
- Access a welcoming and inclusive community where gymnastics is available to people of all backgrounds, including those from disadvantaged groups.
- Enjoy participation in a non-competitive setting, while offering pathways for those who wish to develop their skills further.

## 2. Scope

This Charter applies to all BDGC members, committee members, coaches, volunteers, and other affiliated individuals, providing a framework for Club activities, governance, financial management, and member welfare.

## 3. Mission

BDGC is committed to delivering significant public benefit by ensuring that its activities are accessible, inclusive, and supportive of both physical and mental health.

**Openness & Accessibility:** BDGC welcomes participants of all abilities, backgrounds, and financial means. Efforts are made to ensure financial constraints do not prevent participation, including structured membership and financial assistance where possible.

**Focus on Recreational Sport:** BDGC does not operate as a high-performance or elite gymnastics club but instead promotes gymnastics as a recreational activity that encourages lifelong participation in sport and contributes to mental well-being through enjoyment, teamwork, and achievement

**Community Engagement:** BDGC actively engages with schools, local councils, and community groups to provide opportunities for children and young people to experience gymnastics in a structured and safe environment. These activities promote not only physical development but also mental health benefits such as improved focus, emotional regulation, and social connectedness.

**Safeguarding, Inclusion & Well-being:** BDGC follows the governance, safeguarding, and coaching standards set by the Independent Gymnastics Association (IGA), ensuring that all activities are delivered in a safe, structured, and ethical manner. The club also prioritizes the mental well-being of its members by maintaining an environment where individuals feel valued, supported, and free from undue pressure. All coaches and volunteers undergo appropriate training and background checks to uphold safeguarding and well-being standards.

## 4. Membership

Membership is open to individuals who meet Club requirements and adhere to subscription payments. The Management Committee and coaches reserve the right to suspend or revoke membership as necessary. Membership eligibility begins at the age of five, creating a welcoming environment for young gymnasts.

## 5. Subscriptions

Subscription fees and payment schedules will be determined by the Management Committee to support the Club's operations. Fees are reviewed annually to ensure fairness and financial sustainability.

## 6. Governance

The Club is governed by a Management Committee consisting of the Chairperson, Treasurer, and elected committee members. The Committee, elected at the AGM, oversees Club operations, finances, and adherence to this Charter. The Committee may co-opt additional members with specific skills or expertise as required. A quorum of four members is necessary for decision-making, with the Chairperson retaining a casting vote if needed.

The Committee is responsible for ensuring that all Club activities align with BDGC's mission to promote both physical and mental well-being through gymnastics. This includes maintaining a culture of safety, inclusion, and respect, ensuring that the mental health and emotional welfare of members, volunteers, and coaches are considered in all operational and strategic decisions.

A minimum monthly Club update meeting will be held (with ad-hoc meetings in between as necessary) where the following will be discussed:

### 6.1. Financial Report

- Income, expenses, budget updates
- Approval of expenses, if needed

### 6.2. Membership Report

- New applications, cancellations, recruitment efforts

### 6.3. Health and Safety Update

- Incident review, equipment needs, maintenance
- Child Protection and Safeguarding
- Compliance updates, training requirements

- Review of well-being and mental health support measures within the Club environment

#### **6.4. Program Updates**

- Training progress, upcoming events, equipment needs

#### **6.5. Volunteer and Coaching Matters**

- Volunteer recruitment, coach training, recognition
- Promotion of coach and volunteer well-being, including awareness of mental health support and positive coaching practices

#### **6.6. Marketing and Communications**

- Social media, newsletters, community engagement

#### **6.7. Fundraising and Sponsorship**

- Ongoing activities, new ideas, task assignments

#### **6.8. Club Goals and Strategic Initiatives**

- Review progress, set action items

#### **6.9. Any Other Business (AOB)**

- Summarize responsibilities, confirm next meeting date

## **7. Finance**

The Club's financial year concludes on March 31st, with an annual reconciliation of accounts.

Financial management is conducted with transparency and accountability to support the Club's mission and objectives.

## **8. Code of Conduct**

Members, coaches, and committee members are expected to uphold the highest standards of behavior, respect, and sportsmanship. This includes respectful interactions, adherence to Club policies, and maintaining a supportive environment for all participants.

## **9. Health and Safety Policy**

The Club is committed to providing a safe training environment. Health and safety guidelines, including first aid procedures, emergency contacts, and injury reporting protocols, are in place to protect members and staff.

## **10. Child Protection and Safeguarding**

As a youth-oriented organization, BDGC is dedicated to safeguarding the welfare of children. The Club adheres to IGA's safeguarding standards, with procedures for reporting concerns and ensuring the safety of all young members.

## **11. Equality and Inclusion**

BDGC welcomes individuals of all backgrounds and abilities. The Club is committed to non-discrimination and inclusion, providing support to gymnasts with disabilities or special needs wherever possible.

## **12. Privacy and Data Protection**

The Club values the privacy of its members and complies with data protection regulations. Personal information, particularly that of minors, is managed responsibly and securely, in alignment with GDPR and other applicable laws.

## **13. Compliance and Disciplinary Procedures**

Any breach of this Charter or Club policies may lead to disciplinary action, including suspension or termination of membership or roles within BDGC, in accordance with our disciplinary procedures.

## **14. Conflict Resolution and Appeals Process**

Members have the right to appeal disciplinary decisions or address conflicts through a structured process. Appeals must be submitted in writing and will be reviewed by the Management Committee for fair resolution.

## **15. Monitoring Compliance**

The Management Committee regularly monitors adherence to this Charter, integrating member feedback to support continual improvement and uphold the Club's mission and values.

## **16. Volunteer and Coaching Opportunities**

BDGC values the contributions of volunteers and coaches. Clear guidelines define their roles, rights, and responsibilities, along with support structures for effective engagement with the Club.

## **17. Dissolution**

In the event of the Club being wound up or dissolved, any remaining assets, after the satisfaction of all debts and liabilities, shall not be distributed among members but shall be transferred to one or more organisations with similar objectives, preferably within the gymnastics or broader sporting community, as determined by the Management Committee at the time. Such organisations must be non-profit and/or charitable in nature.

## **18. Review**

This Charter will be reviewed annually to reflect any changes in Club operations, governance, or IGA standards.

## **19. Amendment and Termination**

The Charter may be amended, replaced, or terminated by a majority vote at the AGM or an Extraordinary General Meeting (EGM), with appropriate notice provided to members.

# Document Controls

Category	Description
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Status (Draft, Published, Retired)	FINAL

# History

Revision #	Change Description	Author Initials	Date
0.1	Document Conception	PK	28/10/2024
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