

University of Bristol Taekwondo Club Constitution 2025/26

1. Definitions

- a. 'WT' refers to World Taekwondo and Kukkiwon or Olympic style Taekwondo.
- b. 'ITF' refers to the International Taekwon-do Federation.
- c. 'Beginner' refers to a participant in our B:Active sessions.
- d. 'Performance Athlete' refers to any member of the Club that has the intention of improving their skills and competing in tournaments.

2. Name

- a. The name of the Sports Club shall be 'The University of Bristol Taekwondo Club', which may be abbreviated as 'UoBTKD'. The Club may also be referred to as 'Taekwondo' in the context of Student Groups associated with the Bristol Students' Union.
- b. The University of Bristol Taekwondo Club will be affiliated to the University of Bristol Students' Union and represented by the Sports Network.

3. Aims and Objectives

- a. Promote Taekwondo among the university community and encourage students from all walks of life to take part.
- b. Facilitate the training and development of members independent of experience, catering to completely new Beginners through to Performance Athletes.
 - i. Beginner sessions will be limited exclusively to B:Active sessions.
 - ii. The Captains and President will produce a progress form at the start of the academic year for members to track their progress and gain recognition for their efforts on a monthly basis.
- c. Regularly attend as many competitions (both inter-university and external) as can be reasonably expected given resources, competitors and time.
 - i. The Club will prioritise attending the BUCS Championships but may also participate in additional tournaments alongside the three BUCS events throughout the academic year.
 - ii. The Club will subsidise accommodation, travel, and entry costs of all BUCS entries at the discretion of the Treasurer.
- d. To develop the social aspects of the Club, hold regular socials (aiming at the widest group possible) and maintain a strong sense of community within the Bristol SU Taekwondo Club and other Taekwondo Clubs.
 - i. The Club will aim to hold at least one social per week during term time, with the exception of exam seasons.
 - ii. The Club will maintain an active and engaging social media presence, and will post announcements, achievements, and creative content on all applicable platforms.
 - iii. The Club will host diverse social events, including non-alcoholic, joint, volunteering, and all socials described in the SU Accreditation Scheme.
- e. Adherence to the tenets of Taekwondo: Courtesy, Integrity, Perseverance, Self-Control and Indomitable Spirit.

The Sports Club shall abide by the Union's Code of Conduct, and any other policies laid down by the Union's Board of Trustees.

4. Membership

- a. All tiers of Membership are available to both full and associate members of the Students' Union.
- b. All tiers of members will be considered full members of the Club.

- c. Not less than three-quarters of the Club members shall be full members of the Union.
- d. There shall be subscription fees levied for the memberships, which shall be fixed at the discretion of the Committee.

5. **Privileges of Membership**

- a. Only members may sit on the Committee.
- b. Only members may vote in Committee elections.
- c. Only members may compete with the team in tournaments.
- d. All categories of membership shall have equal rights of attending meetings.

6. **The Committee**

- a. There shall be a Sports Club Committee which shall be the executive decision-making body of the Sports Club.
- b. The President, Secretary, Treasurer and Equality Officer of the Committee shall be full members of the Union.
- c. The Committee shall be responsible for the general and financial policy of the Sports Club, subject to such rules as laid out in the Union's Constitution and Byelaws, and any rulings made by the Union.
- d. Quoracy for Committee meetings shall be set at 50% of the post filled positions plus one.
- e. All Committee meetings must be minuted by the Secretary (or other Committee member if they are unavailable) and the minutes circulated to the Committee before the next committee meeting.
- f. The Committee is comprised of:
 - i. President – Leads the club. Acts as a point of contact with the Union. Responsible for chairing committee meetings, managing relationships with internal and external bodies, and ensuring the Club's visions are realised
 - ii. WT Captain – Represents the WT interests of the Club. Responsible for managing WT training, and WT athletes for competitions
 - iii. ITF Captain – Represents the ITF interests of the Club. Responsible for managing ITF training, and ITF athletes for competitions.
 - iv. Secretary – The Secretary's prime function is to assist in the administration of the running of the Sports Club; keep accurate records, communicate with the Committee, Sports Club members, and partners of the Club.
 - v. Treasurer – Oversee and monitor the financial affairs of the Club. Ensure that the University of Bristol Students Union Financial Guidelines are adhered to
 - vi. Equalities Officer – Ensures training and events are accessible as possible. Acts as an active voice in reporting issues and breaches in the Union's Code of Conduct. Makes sure all meetings are a safe and inviting space.
 - vii. Social Secretaries – Organise the Club's socials and outreach with other organisations, both within and outside of the SU, and maintain a consistent social media presence for the Club.
 - viii. Kit Officer – Responsible for the Club's inventory. Maintains existing kit, procures new kit, and provisions kit to members
 - ix. Wellbeing Champion - Deliver proactive initiatives that support members to have good wellbeing, work with the wider committee to ensure members feel valued and supported and that their wellbeing is considered in all that a group does. This role will be attached to the Equalities Officer.

7. **Finances**

- a. The Treasurer of the Club shall be a full member of the Union and not in their final year at the University. However, if given approval by the Union, a final year student may take the position.

- b. All financial arrangements must be made in accordance with current instructions to Sports Club Treasurers, as set down by the Union.
- c. The Bristol SU Union Affairs Officer, Sport and Student Development Officer and Director of Finance shall jointly be empowered to issue financial instructions on behalf of the Sports Club if:
 - i. the affiliated student group ceases to be affiliated
 - ii. there are concerns that the funds are being managed in breach of the provision set out in the Byelaws
 - iii. the group ceases to exist or there are breaches of any minimum standards set out in Union policy.

8. General Meetings

- a. There shall be an Annual General Meeting once per annum, and this shall be during Teaching Block 2.
- b. Notice of such meetings must be sent to the Sports Club's membership via email with at least 14 days' notice. An agenda must be sent out with at least 7 days' notice.
- c. Quorum of such meetings shall be set at twice the committee size plus one.
- d. An Extraordinary General Meeting may be called by either the Committee or 5% of the membership of the Sports Club by application to the Committee. An EGM shall be called as specified on the application, but at least 7 days' notice shall be given.

9. Elections

- a. Elections shall be held at the Annual General Meeting (AGM) to elect officers of the committee for the following session. Officers can only be removed from their posts by an EGM or AGM. Nominations must be received 7 days in advance.
- b. If committee positions are left unfilled after the AGM then the committee shall have the power to co-opt Sports Club members onto the committee to fill the vacant posts. However, co-opted Committee members are not regarded as full Committee members and can be removed by the Committee at any time.
- c. Voting shall be by first by the post and shall be conducted by a show of hands if the position is uncontested, having asked the candidate to leave the AGM room. If the position is contested, then ballot papers shall be issued to those voting and a count taken of the ballot papers by a Committee member. In the event of a tie, the outgoing Club President shall have the deciding vote.

10. Constitutional Amendments

- a. Any amendment to this constitution shall require a two-thirds majority of the members present at a properly constituted General Meeting.
- b. All such amendments shall become valid only after approval by the Union.