



## SHUZOKU WADO-KAI ASSOCIATION

### THE CONSTITUTION OF THE SHUZOKU WADO-KAI ASSOCIATION

#### 1. NAME

The Association shall be named the SHUZOKU WADO-KAI ASSOCIATION

#### 2. OBJECTIVES

The objectives of the Shuzoku Wado-Kai Association: -

1. Promote the martial art of Wado-Kai Karate.
2. Organise, regulate, promote and control the practise of Wado-Kai Karate within the Shuzoku Wado-Kai Association.
3. Affiliate to assist, co-operate with and support National and International Organisations having objectives approved by the Shuzoku Wado-Kai Association.
4. Act as an Advisory Body on all matters relating to the practice and sport of Wado-Kai Karate, through liaison with Statutory and Voluntary Bodies, News Media and other relevant parties.
5. Provide members with such services and support as may be available through their membership of the Shuzoku Wado-Kai Association.
6. Do all such other things as are incidental or conducive to the furtherance to objectives of the Shuzoku Wado-Kai Association.
7. Promote a positive environment for training, coaching and development.

#### 3. MEMBERSHIP

1. INDIVIDUAL MEMBERSHIP. Individuals holding a current Shuzoku Wado-Kai Association licence.
2. GROUP MEMBERSHIP. On application in writing to the secretary, a recognised instructor of the Shuzoku Wado-Kai Association will hold a minimum of 1<sup>st</sup> Dan and have a SKGB recognised coaching license. (Appendix 1)

#### 4. ORGANISATION

The Shuzoku Wado-Kai Association shall consist of three bodies, the Office Bearers, Appointed Members and licenced members.

a. The Office Bearers of the Shuzoku Wado-Kai Association shall be: -

THE CHAIRPERSON

THE VICE-CHAIRPERSON

THE SECRETARY

THE TREASURER

b. In addition to the office bearers there will be appointed;

A SHUZOKU WADO-KAI ASSOCIATION CHILD PROTECTION OFFICER,

A DAN GRADE SECRETARY.

A WEBMASTER

A LICENSING OFFICER

DISABILITY and ASSISTED NEEDS OFFICER

Other appointments can be made as required.

One person may hold more than one of the above positions.

- c. A quorum for a meeting of the Shuzoku Wado-Kai Association shall be a minimum of five members with no fewer than three office bearers.
- d. Voting at Shuzoku Wado-Kai Association meetings will be allocated as one vote per group.
- e. Office vacancies arising shall be entered on the agenda and be discussed at the next Shuzoku Wado-Kai Association meeting.

## **5. REPRESENTATION**

- a. A member may appoint a representative to sit on his/her behalf at a Shuzoku Wado-Kai Association meeting in their absence.
- b. All member clubs must endeavour to attend all Shuzoku Wado-Kai Association meetings.

## **6. TERMINATION OF MEMBERSHIP**

- a. Any member of the Shuzoku Wado-Kai Association may terminate their membership by giving notice in writing to the Secretary.
- b. Any member whose licence has expired shall be regarded by the Shuzoku Wado-Kai Association as a non-member. And therefore, shall not be permitted to train with the association until the licence fee has been paid.
- c. The Shuzoku Wado-Kai Association may, by resolution passed by a majority of its voting members at a meeting convened, may suspend, impose sanctions or terminate an individual's membership of the Shuzoku Wado-Kai Association.

## **7. VETO**

A voting member or a representative may veto discussions on a topic considered at a meeting if it is not on the listed agenda or if the member feels inadequately briefed to decide upon the topic. The vetoed topic shall be reinstated at the next meeting. At this subsequent meeting no further veto on the previously vetoed discussion may be exercised.

## **8. ANNUAL GENERAL MEETING**

- a. An A.G.M shall normally be held annually.
- b. The precise date and venue of the A.G.M shall be at the discretion of the office bearers.
- c. At least 30 days clear notice of the A.G.M shall be given to all members on the Shuzoku Wado-Kai Association's mailing list.
- d. The business of the A.G.M shall include: -
  - 1. The submission of Accounts for the last Financial Year.
  - 2. Submission of Chairpersons' Annual Report.
  - 3. Elections of Office Bearers. Nominations for election of Office Members must be made in writing to the Secretary. The names of persons nominated must be included so as it may be entered on the agenda of the A.G.M.

## **9. STANDING ORDERS FOR MEETINGS**

- a. If the Chairperson is not present after the appointed time for the commencement of the meeting the vice- chair shall Chair the meeting until such times as the chair arrives.
- b. In the absence of the chair and the vice chair only an office bearer may chair the meeting.
- c. The Chairperson of the meeting shall conduct the meeting in accordance with these standing orders and rules of debate and subject thereto his ruling on any matter or procedure shall be final.
- d. No vote shall be accepted on behalf of any club instructor or his nominated representative who is not present.
- e. The Chairman of the meeting shall ensure all who vote are entitled to do so.

## 10. GRADINGS

- a. Kyu Gradings can only be carried out by members who have attained a minimum grade of 3rd Dan and approved by the Technical Panel.
- b. A member on attaining the rank of 3rd Dan may only grade up to and including 7th Kyu in their first year, 6th to 4th in their second year. After this period members can grade to 1st Kyu.
- c. Dan gradings shall be conducted by a panel of senior grades available and on a selection made by the Technical Panel.
- d. 4th Dan and above shall be awarded on assessment by the technical panel.
- e. 1st Dan Grade shall be awarded on examination for all age groups. Any Shuzoku Wado-Kai Association member wishing to sit the grade examination for 2nd Dan shall be over the age of 16 years. Any Shuzoku Wado-Kai Association member wishing to sit the grade examination for 3rd Dan and above shall be over the age of 21 years.
- f. Gradings for those with complex capabilities or needs will be fairly and reasonably adjusted by the technical Committee, with consultation from the instructor, the disability coach and the member.

## 11. CRITERIA FOR DAN GRADE

- a. 1<sup>st</sup> Dan and 2<sup>nd</sup> Dan will meet the required standard of technical ability, completing techniques as set out in the syllabus for that Dan Grade Assessment.
- b. 3<sup>rd</sup> Dan will meet the required standard of technical excellence.
- c. 4th Dan and above will;
  1. Hold the respective grade for the required period. (Appendix 2)
  2. Meet the required technical knowledge for advancement to the next grade as assessed by the technical panel.
  3. Demonstrate continued contribution and involvement in the Shuzoku Wado-Kai Association.
  4. In accordance with the Shuzoku Wado-Kai Association agreement which all clubs have to sign up to, all instructors must endeavour to attend and contribute to the senior coaching courses.

## 12. SENIOR MEMBERS

- a. It is required of all senior grades, 3rd Dan and above, as senior grades who wish to be considered for promotion to the next Dan grade, to attend senior grade courses as outlined in article 11. c.3.
- b. It is the responsibility of the senior member to apply for consideration for promotion to the next grade upon meeting the criteria set forth and their application will be considered by the technical committee.
- c. Senior members persistently failing to attend senior grade courses without reasonable excuse may be considered as being out of touch with the Shuzoku

Wado-Kai Association's grading syllabus and expectations and in turn may have their grading powers revoked, re-examined or reduced.

### **13. COMPLAINTS**

Any member of the Shuzoku Wado-Kai Association is entitled to make a complaint if they feel: -

- a. Any person, persons or group have brought the Shuzoku Wado-Kai Association into disrepute.
- b. Any person, persons or group fail or deviate from the objectives as set out in part 2 of the Constitution.

All complaints should be made in writing to the Secretary.

### **14. DISCIPLINARY PROCEDURES**

- a. On receiving a complaint, the Secretary shall enter it into the next meeting's agenda or introduce the said complaint at the meeting as Any Other Competent Business.
- b. The Secretary shall read the letter of complaint to all members present at the meeting.
- c. The complaint will then be referred to the Shuzoku Wado-Kai Association Disciplinary Panel which will consist of three members selected by the Shuzoku Wado-Kai Association (Office Bearers, Technical and Coaches) to hear and decide on the complaint. The decision by the panel will then be passed to the Secretary who will then forward the result to the party against whom the complaint has been made. The party against whom the complaint was made will then have the right to appeal the Shuzoku Wado-Kai Association's decision. Any appeal should be delivered in writing to the Shuzoku Wado-Kai Association Secretary within 14 days.
- d. Any appeal will be heard by the appeals committee of the Scottish Karate Governing Body.
- e. The Shuzoku Wado-Kai Association's decision shall be final except on a point of law.

### **APPENDICES**

1. All Shuzoku Wado-Kai Association written correspondence will be by E-mail. swa@wado.scot
2. Hold 3<sup>rd</sup> Dan for 4 years to qualify for 4<sup>th</sup> Dan. Hold 4<sup>th</sup> Dan for 5 years to qualify for 5<sup>th</sup> Dan. Hold 5<sup>th</sup> Dan for 6 years to qualify for 6<sup>th</sup> Dan and so on.