



Constitution & Rules

Midsomer Norton Shotokan Karate Club

MIDSOMER NORTON SHOTOKAN KARATE CLUB



Constitution & Rules



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CONSTITUTION

1 TITLE

- 1.1 The Club shall be called "Midsomer Norton Shotokan Karate Club", hereafter to be referred to as "the Club" and shall be affiliated to The Karate Union of Great Britain (KUGB).
- 1.1 The shortened title of the Club, for Bank Accounts etc. where there is a limit to the number of allowed characters shall be "Midsomer Norton SKC".

2. OBJECTS

- 2.1 To promote local interest in and practice of Shotokan Karate.
- 2.2 To organise training and instruction in Karate within North East Somerset
- 2.3 To prepare students for KUGB Gradings, and GCSE examinations
- 2.4 To compete in Karate Championships, competitions and demonstrations as deemed appropriate by the General Committee.
- 2.5 To take part in other activities, including charity fundraising, social activities, conferences and exhibitions.

3. MEMBERSHIP

- 3.1 Membership of the Club shall be open to any person approved by the General committee who completes a membership application form, attends regular training sessions, paying the appropriate subscriptions, and who is a current member of the KUGB.
- 3.2 There shall be four classes of membership available. These are:

Full Members

- 3.2.1 Full membership is open to anyone aged 18 or over, who has achieved at least 3rd Kyu (Brown Belt), and who has been attending regularly (at least 3 times a month) for at least six months.

Associate Members

- 3.2.2 Associate membership is open to anyone over the age of 18, but who has not yet achieved the grade of 3rd Kyu or higher within the KUGB.

Junior Member

- 3.2.3 Junior membership is open to anyone aged between 5 and 18 years old.

Honorary Member

- 3.2.4 Honorary membership is at the discretion of the General Committee.



4. OFFICERS

4.1 The Officers of the Club shall be as follows:

- 4.1.1 Chief Instructor (Chairperson)
- 4.1.2 Treasurer
- 4.1.3 Secretary
- 4.1.4 Instructors (All Dan Grades)

5. APPOINTMENT OF OFFICERS

- 5.1 All Officers will be appointed for a period of one year by the Chief Instructor, and may be re-appointed to the same office or another office the following year.
- 5.2 The Chairperson shall hold his post for as long as he is the Chief Instructor of the Club.

6. GENERAL COMMITTEE

- 6.1 A General Committee comprising of the Officers of the Club shall control the affairs of the Club.
- 6.2 The General Committee shall meet at agreed intervals and not less than three times per year.
- 6.3 The duties of the General Committee shall be:
 - 6.3.1 To control the affairs of the Club on behalf of the Members
 - 6.3.2 To keep accurate accounts of the finances of the Club through the Treasurer, and ensure that accounts are available for inspection by Members.
 - 6.3.3 The Club shall maintain a Bank Account, and the following Officers shall be empowered to authorise expenditure: Treasurer, Secretary and Chairperson.
 - 6.3.4 To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the Committee.
 - 6.3.5 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.



7. GENERAL MEETINGS

- 7.1 The Annual General Meeting of the Club shall be held between April and June each year, with a reporting year between 1 April and 31 March.
- 7.1.1 21 days notice shall be given to Members of the Annual General Meeting.
- 7.1.2 Members must advise the Secretary of any business for the Annual General Meeting at least 14 days before a meeting.
- 7.1.3 The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.
- 7.2 The business of the Annual General Meeting shall be to:
- 7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- 7.2.2 Receive the accounts for the year from the Treasurer.
- 7.2.3 Receive the annual report of the Committee from the Secretary.
- 7.2.4 Review Club subscription rates and agree them for the forthcoming year.
- 7.2.5 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.
- 7.3 Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than five Full Members (or half of the Full Members, whichever is less) of the Club. At least 21 days notice of the meeting shall be given.
- 7.4 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.
- 7.5 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.6 A quorum for a General Meeting shall be five Full Members or half of the total number of Full Members (whichever is less) and two Officers of the Club.
- 7.7 Each Full Member of the Club shall be entitled to one vote at General Meetings.

8. ALTERATIONS TO THE CONSTITUTION

- 8.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.



9. DISSOLUTION

- 9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- 9.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 9.3 After discharging all debts and liabilities of the Club, half the assets will be distributed to the Chief Instructor, the remaining assets shall be distributed equally amongst the remaining Full Members of the Club.

Signed _____ Chairman

Signed _____ Secretary

Date _____

Date _____



RULES

10. RULES

- 10.1 The Chief Instructor reserves the right to exclude any person from the Club at his own discretion.
- 10.2 With the exception of the free trial training session, all club members must complete the relevant membership forms, and have a valid KUGB licence, to train at MNSKC.
- 10.3 Weekly training subscriptions must be paid either on the training night itself, or monthly in advance.
- 10.4 Proper Dojo Etiquette will be observed at all times.
- 10.5 KUGB Rules also apply to Membership and Grading.
- 10.6 Jewellery is not to be worn during training, especially earrings, bracelets, necklaces and rings. If rings can't be removed (such as wedding rings) then they should be securely taped over.
- 10.7 There shall be no smoking, eating or chewing in the Dojo. However, children are permitted to bring drinks into the Dojo, but should be encouraged to only take a drink when told to relax between training.
- 10.8 Let the Instructor know of any injuries or illness before training.
- 10.9 Mobile phones should not be used in the Dojo, except in emergency. This rule applies to parents watching children training, as well as members.
- 10.10 Although training sessions are advertised as 1 hour, the sessions for junior members will normally be a maximum of 45 minutes, with fifteen minutes for administration.
- 10.11 Only Karate-Gi approved by the Chief Instructor are to be worn while training at the Club; this also applies to badges, embroidery or other markings on the Gi, or belts.
- 10.12 Parents may stay to watch children training, provided they comply with the club rules and etiquette, and ask permission of the Chief Instructor.
- 10.13 Parents may not take photographs within the Dojo, or at Club Events without the permission of the Chief Instructor.
- 10.14 Although every effort will be made to ensure that Training Classes are not cancelled at short notice, there are likely to be some occasions when this is unavoidable, for example:
 - The hall becomes unavailable
 - There are not sufficient students to cover the cost of the training hall
 - Instructors are sick, or otherwise unavailable.



11. ETIQUETTE

- 11.1 All members will endeavour to behave in accordance with the Clubs Etiquette rules. This means that students should:
- 11.1.1 Arrive on time for the training session (five minutes before the start time to allow time to pay subs etc.)
 - 11.1.2 Bow when entering or leaving the Dojo
 - 11.1.3 If arriving late, kneel in the seiza position, until the Instructor invites them to join in. When he does, students should stand, bow and join the class.
 - 11.1.4 Acknowledge the instructor during the lesson; When he explains something, say "Osu" to indicate that you understand.
 - 11.1.5 Make sure that their Karate Gi is washed and clean, that hands and feet are clean, that nails are appropriately trimmed, and hair tied back.
 - 11.1.6 Not talk during lessons.
 - 11.1.7 Make use of the time before training to warm up and practice.
 - 11.1.8 Line up quickly for training.
 - 11.1.9 Address instructors with a bow and say Osu Sensei
 - 11.1.10 When taking part in sparring, always bow when facing a partner in training.
 - 11.1.11 Concentrate on what the instructor is teaching at all times
 - 11.1.12 Ask questions if you are unsure of any aspect of your training. Put your hand up, ask your question, and then say Osu sensei when you have received your answer.
 - 11.1.13 Let an instructor know if you can't make training.

12. GRADING RULES

- 12.1 The grading rules of KUGB apply to all gradings undertaken by the Club.
- 12.2 The Chief Instructor may recommend that a student doesn't take a grading, but it is up to the student, and their parents if appropriate, to decide.

12.3 ELIGIBILITY

- 12.3.1 These rules apply to those holding a current KUGB licence and record book and training at least twice per week at a KUGB dojo, with an approved KUGB Instructor.
- 12.3.2 The record book and licence must be available for the grading examiners inspection and endorsement.



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- 12.3.3 KUGB members will be eligible to grade providing they have the permission of their club Instructor. If grading outside their own club, permission should be obtained in writing.
- 12.3.4 Students of Shotokan Karate from other British Associations who transfer to the KUGB may retain their current grade, but must re-grade within 12 months of the transfer, and be assessed for their KUGB standard.
- 12.3.5 Students of Shotokan Karate from other countries will be allowed to grade providing that the KUGB recognises and approves their Association and that they have written permission from that Association.
- 12.3.6 Students from other styles of Karate who wish to transfer to the KUGB may retain their grade for a maximum of 12 months, but must wait at least 6 months before taking a KUGB grading, and will then be awarded a grade appropriate to their standard.

12.4 GRADING FREQUENCY

- 12.4.1 **For Kyu grades:** Novices may take a grading after two months of training. It is possible for exceptional students to 'jump' grades, but only up to 7th Kyu. Future gradings up to 1st Kyu may be taken at a minimum 3 monthly intervals. The period between 1st Kyu and 1st Dan must be a minimum of 6 months. Full 1st Kyu must be obtained before attempting 1st Dan.
 - 12.4.2 **For Dan grades:** The minimum period between grades are: 1st to 2nd Dan – 2 years; 2nd to 3rd Dan – 3 years; 3rd to 4th Dan – 4 years; etc. The grades of 7th Dan and above are not by technical examination, but by appointment.
- 12.5 A student may receive a 'Temporary' grade, which means that they are not quite up to the required standard. They will however wear the same belt and train on the same syllabus as if they were a full grade. Students who fail Kyu grades can re-take their grading after a further 3 months. Students who fail Dan Gradings must wait a minimum of 3 months, unless a different period is specified by the examiner.
- 12.6 There are no age restrictions for grading up to 2nd Dan. The minimum age for attempting a 3rd Dan grade is 21.

12.7 GRADING FORMAT AND SYLLABUS

- 12.7.1 Kyu gradings are usually taken at the students own dojo, but may be taken, with permission, at other dojos or special courses. Dan grades may only be taken at special approved courses, details of which are circulated to all KUGB Clubs.
- 12.7.2 The Examiner may ask to see some or all of the Kihon. Kata and Kumite listed in the KUGB Syllabus. Candidates may be required to demonstrate material from previous gradings to ensure overall development - a brown belt for example may be asked to perform a Heian Kata.

Midsomer Norton Shotokan Karate Club is affiliated to the Karate Union of Great Britain.



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