Sports Guidance Document

Dated 26/01/16

Composition of Sports Committees

1) Sports Executive Committee shall comprise:
   i. The Sports Officer of the Union
   ii. IMS Chair
   iii. IMS Football Officers (x2)
   iv. IMS Basketball Officer
   v. IMS Rugby Officer
   vi. IMS Badminton Officer
   vii. IMS Tennis Officer
   viii. IMS Squash Officer
   ix. IMS Volleyball Officer
   x. IMS Women’s Football Officer
   xi. IMS Netball Officers (x2)
   xii. IMS Hockey Officer
   xiii. IMS Futsal Officer
   xiv. IMS Table Tennis Officer
   xv. IMS Media & Publicity Officer
   xvi. Sports Finance & IMS Monitoring Officer
   xvii. Sports Events Officer

Affiliation of Sport Clubs

2) Any Sports Club seeking to affiliate shall have a constitution specifying:
   i. The Aims and Objectives
   ii. Quorum for General Meetings
   iii. The election of committee members
   iv. The composition of the committee(s)
   v. The committee members’ job descriptions

3) Any Sports club seeking affiliation must also have
4) When considering the affiliation of a sports club, the Sports Operation Group should ensure that the proposed club has met at least 4 of the following criteria:

i. If the sports club is recognised by BUCS then it should be considered for affiliation as a sports club.

ii. If the sports club has an NGB recognised by Sport England or FISU, then it should be considered for affiliation as a sports club.

iii. If the sports club’s activities involve physical exertion and / or a substantial competitive element central to the aims of the club then it should be considered for affiliation as a Sports Club.

iv. If the aims and objectives are best fulfilled within the Sports Structure then it should be considered for affiliation.

v. If the group uses / intends to use the resources of the University of Nottingham Sports Department then it should be considered for affiliation.

If the group does not fulfil any of the above criteria (i – v), then it should be signposted to Societies Committee for consideration to be affiliated as a Society.

6) In exceptional circumstances, where groups meet less than four of the criteria may be considered at the discretion of the Sports Operations Group.

7) If the group has fulfilled all points in 3) and 4/5 points in 4), they will then need a simple majority vote of support at Sports Council, with the Sports Officer having the casting vote.
**Sport Club Affiliation Appeals Process**

**Prior to Sports Council**

8) Appeals must be lodged within five Students' Union Days of the sport club being informed of refused affiliation at Sports Operation Group.

9) Appeals must be submitted in writing to the relevant Full Time Officer of the Union.

**Procedure at Sports Council**

10) The proposed sport club will provide a two minute speech as to why they should be affiliated, to be presented by the Sports Council Chair.

11) A representative from the Sports Operations Group will provide feedback from the discussions had on the why they felt the Sports Club should not be affiliated.

12) The floor is given the opportunity to ask questions to both the appealing Sport Club and the representative from the Sports Operations Group.

13) Sports Council shall reject or accept an appeal by a simple majority vote.

14) In the event of a tie the Sports Officer shall have the casting vote.

**Sport Kit Guidelines**

15) All Sports Clubs must adhere to the University of Nottingham Sport kit guidelines (See Appendix i). Any individual or team infringing the guidelines will be subjected to the following:

**Individuals**

i. **On first breach**: A verbal warning issued by a UoN or SU staff member or Sports Officer

ii. **On second breach**: A written warning issued by the CDC and Sports Officer

iii. **On final breach**: Committee referral to Union’s disciplinary procedure

**Team**

i. **On first breach**: A written warning issued by the CDC and Sports Officer

ii. **On final breach**: Committee referral to the SU code of conduct

16) If the group/individual wishes to appeal a sanction issued through the Union’s disciplinary procedure or the Code of Conduct, an appeal can be submitted through the relevant appeals process.
<table>
<thead>
<tr>
<th>Competition Day/Match Day Kit</th>
<th>Club Leisurewear/Training Kit</th>
<th>Social Tops e.g. Polo's worn on socials</th>
<th>Varsity Event (Official Point)</th>
<th>Varsity Event (Unofficial Point)</th>
<th>One Off Event Kit e.g. Charity Fundraiser</th>
<th>Tour</th>
</tr>
</thead>
<tbody>
<tr>
<td>UoN Sport Logo</td>
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Notes | Kit that cannot be produced by the approved supplier can be outsourced to another company but must be approved by UoN Sport. Where possible players should travel in on brand the approved suppliers’ leisurewear.
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| This is not a requirement of any club, however if a club chooses to order training or leisurewear kit it must be the range made available through the approved supplier. Inclusive of committee kit.
| These should not be worn at competition events or on match days when representing UoN Sport. Liaise with the approved supplier to create your own designs if you wish to do so which must be approved by UoN Sport.
| Varsity kit should be the same as regular playing kit; however there is no requirement to use the UoN Sport approved sponsor. Warm up tops will be designed and made available to purchase through your sports officer prior to the series.
| This must be approved by UoN Sport
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