



**Wandsworth Swimming Club
CLUB CONSTITUTION**

1 April 2026



RULES of Wandsworth Swimming Club (“the Club”) as at 1 April 2026

1. Name

- 1.1 The name of the Club shall be Wandsworth Swimming Club.

2. Objectives

- 2.1 The objects of the Club shall be the development and practice of swimming for its members and, where appropriate, to compete. In the furtherance of these objects:
- 2.1.1 The Club is committed to treating everyone equally within the context of its activity and with due respect to the differences of individuals. It shall not apply nor endorse unlawful or unjustified discrimination and shall act in compliance with the protections afforded by the Equality Act 2010.
- 2.1.2 The Club shall implement the Swim England Equality Policy (as may be amended from time to time).
- 2.2 The Club shall be affiliated to London Region and shall adopt and conform to the rules of London Region, and to such other bodies as the Club may determine from time to time.
- 2.3 The business and affairs of the Club shall at all times be conducted in accordance with the Articles, Regulations and Technical Rules of Swim England (“Swim England Regulations”) and in particular:
- 2.3.1 all competing members shall be eligible competitors as defined in Swim England Regulations; and
- 2.3.2 the Club shall in accordance with Swim England Regulations adopt the current Swim England’s Child Safeguarding Policy and Procedures (“Wavepower”); and shall recognise that the welfare of children is everyone’s responsibility and that all children and young people have a right to have fun, be safe and be protected from harm.
- 2.3.3 members of the Club shall in accordance with Swim England Regulations comply with Wavepower.
- 2.4 By virtue of the affiliation of the Club to London Region, the Club and all members of the Club acknowledge that they are subject to the regulations, rules and constitutions of:
- 2.4.1 Surrey County Association; and
- 2.4.2 London Region; and
- 2.4.3 Swim England (to include the Code of Ethics); and
- 2.4.4 British Swimming (in particular its Anti-Doping Rules and Judicial Code); and
- 2.4.5 LEN, the European governing body for the aquatic sports; and
- 2.4.6 World Aquatics, the World governing body for the aquatic sports.
- (hereinafter defined as “Rules of a Governing Body”).
- 2.5 In the event that there shall be any conflict between any rule or by-law of the Club and the Rules of the Governing Body then the relevant Rule of the Governing Body shall prevail.

3. Membership

- 3.1 The total membership of the Club shall be limited in accordance with pool time available to the club. If the Committee considers that there is a good reason to alter any limit from time to time then the Committee shall action as appropriate.
- 3.2 Club membership consists of four parts all or some of which may have annual fees. The four parts with applicable fees to be paid by the due date are Club, County, Region and Swim England membership.
- 3.3 All persons who assist in any way with the Club's activities shall become members of the Club and hence Swim England and the relevant Swim England membership fee shall be paid.
- 3.4 Paid individuals who are not members of the Club must be members of a body which accepts that its members are bound by Swim England's Code of Ethics, Swim England Regulations relating to Wavepower, those parts of the Judicial Regulations and procedures necessary for their implementation and whilst engaged in activities under the jurisdiction of Swim England shall be subject to all the constraints and privileges of the Judicial Regulations.
- 3.5 Any person who wishes to become a member of the Club must submit an application by the Club's stated process to the Membership & Registration Secretary (and in the case of a child under 18 years of age the application must be submitted by the applicant's parent or guardian). The Club application process is online.
- 3.6 Admission to membership shall be determined by the Club's agreed process. In its consideration of applications for membership, the Club shall not act in a discriminatory manner and in particular, shall adhere to the Equality Act 2010 (as may be amended). Accordingly, (unless the Club chooses to restrict its membership to only people who share the same Protected Characteristic) the Club shall not refuse membership on the basis of a Protected Characteristic within the Equality Act 2010. Neither may refusal be made on the grounds of political persuasion.
- 3.7 The Club may refuse membership only for good and sufficient cause, such as conduct or character likely to bring the Club or the sport into disrepute, or, in the case of a swimmer, being unable to achieve the entry standards as laid down and provided by the Club to the applicant for membership. The Club shall be required to give reasons for the refusal of any application for membership. Any person refused membership may seek a review of this decision before a Review Panel.
- 3.8 Membership is not transferable. This includes the transfer of membership rights from a child under 18 years of age to a parent or guardian.

4. Membership and Other Fees

- 4.1 The annual membership fee and all other fees payable to the Club shall be determined from time to time by the Committee and the Committee shall in so doing make special provision for different classes of membership as it shall determine. All members should have an active Direct Debit for payments due to the club.
- 4.2 The annual Swim England, Region and County fees (if any) shall be due on joining the Club and thereafter on the 1st of February each year.
- 4.3 The Club shall inform all members of the fees payment structure and whether annual fees are paid in full or via an appointed scheme. Any member whose fees are unpaid by the date falling 30 days after the due date for payment may be suspended by the Committee from some or all Club activities from a date to be determined by the Committee and until such payment is made.

- 4.4 The Committee shall, from time to time, have the power to determine the Club annual membership and other fees. This shall include the power to make such a change in the fees as shall, where the Club pays the relevant affiliation fees to Swim England on behalf of members, be consequential upon a change of such fees. Any increase in subscriptions shall be advised to the members in writing with the reasons for any increase to be reported to the members at the next Annual General Meeting.

5. Member Volunteering Requirements

- 5.1 Wandsworth Swimming Club is run by Volunteers. As such, Members are expected to actively contribute to the club by volunteering in a role that might be suitable to their skills and inclinations.
- 5.2 Every family with one or more swimmers under the age of 18 shall be subject to this mandatory volunteer requirement. At least one parent, guardian, or designated adult representative shall volunteer for a minimum of hours per swimming season.
- 5.3 Volunteer hours may be fulfilled through roles that support the club's activities, including but not limited to:
- Timekeeping or officiating at swim meets.
 - Serving on the Management Committee or sub-committees.
 - Organizing fundraising events.
 - Team Managers, Chaperoning or assisting with club travel.
 - Managing team equipment or uniforms.
- 5.4 The rules for implementation and compliance will be communicated via a dedicated Addendum to all members at the time of joining the Club. Rules can be updated during an AGM, to ensure the best possible Club experience for all Members, and the success of the swimmers.

6. Resignation

- 6.1 A member wishing to resign membership of the Club must give to the Membership & Registration Secretary one month's written notice of their resignation via electronic means.
- 6.2 A member whose fees are more than two months in arrears shall be deemed to have resigned from the Club and their membership terminated. Where membership has been terminated in this way the member shall be informed in writing by electronic means.
- 6.3 A member who resigns from the Club or whose membership is terminated shall not be entitled to have any part of the annual Club, Swim England, Region or County membership fee refunded and must immediately return any Club or external body's property.
- 6.4 The Swim England Membership Department and the relevant Swim England Region shall be informed by the Club should a member resign or have their membership terminated when still owing money or property to the Club.

7. Expulsion and Other Disciplinary Action

- 7.1 The Committee shall have power to expel a member when, in its opinion, it would not be in the

interests of the Club for the individual to remain a member. The Club in exercising this power shall comply with the provisions of Rules 6.3 and 6.4 below.

- 7.2 Upon expulsion the former member shall not be entitled to have any part of the annual Club membership fee refunded and must immediately return any Club or external body's property held.
- 7.3 The Club shall comply with the relevant Judicial Regulations for handling Internal Club Disputes as the same may be revised from time to time.
- 7.4 A member may not be expelled or (subject to Rule 6.5 below) be made the subject of any other penalty unless the panel hearing the complaint shall by a two-thirds majority vote in favour of the expulsion of (or other penalty imposed upon) the member.
- 7.5 The Committee may temporarily suspend or exclude a member from particular training sessions and/or wider Club activities, when in their opinion or following, such action is in the interests of the Club. Where such action is taken the incident or matter will thereafter be dealt with in accordance with the appropriate Judicial Regulations.
- 7.6 Swim England shall have power to temporarily suspend members or suspend members for a specified term in accordance with Judicial Regulations and Child Safeguarding Regulations as the same may be revised from time to time.

8. Committee

- 8.1 The Committee shall consist of the Chairman, Secretary, Treasurer and other elected members all of whom must be members of the Club. All Committee members must be not less than 18 years of age though the Committee may allow younger member(s) to attend their meetings without power to vote.
- 8.2 In accordance with Wavepower the Committee shall appoint a member of the Club as Welfare Officer who must be not less than 18 years of age, who should have an appropriate background and who is required to undertake appropriate training in accordance with Wavepower. The Welfare Officer will be independent of the Committee. The Welfare Officer shall not be related to or in a relationship with any one of the Committee of the Club or the Club's Coaches or Teachers.
- 8.3 The Welfare Officer will have a right to attend Committee meetings without a power to vote. Attendance at meetings will be for the purpose of sharing or addressing matters relating to Welfare.
- 8.4 The Committee members shall be proposed seconded and elected at the Annual General Meeting each year. Serving Committee members will conduct a handover with the incoming person or persons. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring Executive Officers and members of the Committee shall be eligible for re-election.
- 8.5 Committee meetings shall be held at regular intervals via virtual web meetings (eg Zoom or Google Meet) or face-to-face. The Committee shall have discretion to call further meetings of the Committee if they consider it to be in the interests of the Club. Decisions of the Committee shall be made by a simple majority.
- 8.6 In the event that a quorum is not present within an agreed time after the published meeting start time, the meeting will be re-scheduled by agreement to a new date.
- 8.7 In addition to the members so elected the Committee may co-opt further members of the Club who shall serve until the next Annual General Meeting. Co-opted members shall not be entitled to vote at the meetings of the Committee and shall not be counted in establishing whether a

quorum is present.

- 8.8 The Committee may from time to time appoint such sub-committees and roles as they may consider necessary (and to remove (in whole or in part) or vary the terms of reference of such sub-committees) and may delegate to them such of the powers and duties of the Committee as the Committee may determine. All sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the directions of the Committee.
- 8.9 The Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of employees of the Club. The Committee shall have power to enter into contracts for the purposes of the Club on behalf of all the members of the Club. The Committee shall be responsible for ensuring that the Accounts of the Club for each financial year are available to be examined by an independent examiner to be appointed by the members in a General Meeting, should this be deemed necessary.
- 8.10 The members of the Committee shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.
- 8.11 The Committee shall maintain a log of Accidents/Incidents at Club related activities. Details of such shall be reported to the insurers in accordance with the Accident/Incident Notification guidelines. The Club shall make an annual return to the Swim England Membership Department indicating whether or not an entry has been made in the prescribed online form. A copy of entries should be kept for a period of six years or in respect of an injury to a child they should be kept for six years after they attain 18 years of age.
- 8.12 The Committee shall retain all financial records relating to the Club and copies of minutes of all meetings for a minimum period of six years.

9. Annual General Meeting

- 9.1 The Annual General Meeting of the Club shall be held each year on a date in September. The date, time and venue / online option for the Annual General Meeting shall be fixed by the Committee.
- 9.2 For the purpose of participation in voting at an Annual General Meeting of the Club, all persons shall have been a member as at the membership deadline day which is the date of closure of nominations and submission of proposals.
- 9.3 The purpose of the Annual General Meeting is to transact the following business:
- to receive the Chairman's report of the activities of the Club during the previous year;
 - to receive and consider the accounts of the Club for the previous year and the Treasurer's report as to the financial position of the Club;
 - to remove and elect the Committee members;
 - to elect other members of the Committee;
 - to decide on any resolution which may be duly submitted.
- 9.4 For the Annual General Meeting the Secretary shall be responsible for sending to each member at his/her last known postal or electronic address a written agenda giving notice of the date, time and venue of the General Meeting.

- 9.5 Nominations for election of members to any office or for membership of the Committee shall be made verbally or in writing by the proposer and seconder to any member of the Committee. Both proposer and seconder must be a fully paid member of the Club and Swim England at the time of nomination. The nominee shall agree on the nomination form his/her willingness to stand for election.

10. Special General Meeting

- 10.1 A Special General Meeting may be called at any time by the Committee at a committee meeting.
- 10.2 A Special General Meeting shall be called by the Committee as and when required.
- 10.3 For the purpose of participation in voting at a Special General Meeting of the Club, all persons shall have been a member as at the membership deadline day.
- 10.4 In the case of a Special General Meeting the Secretary shall be responsible for sending to each member electronic address written agenda giving notice of the date, time and venue.

11. Procedure at the Annual and Special General Meetings

- 11.1 The Committee can decide to hold the Annual or Special General Meeting virtually, using such electronic and video technology as it sees fit.
- 11.2 The quorum for the Annual and Special General Meetings shall be 50% of all Committee members entitled to attend and vote at the Meeting.
- 11.3 The Chairman, or in the Chairman's absence a member appointed by the Committee shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority.
- 11.4 The Secretary, or in his/her absence a member of the Committee, shall take minutes at the Annual and Special General Meetings.
- 11.5 The appointed Chairman of the meeting shall have unlimited authority upon every question of order and shall be, for the purpose of such meeting, the sole interpreter of the Rules of the Club.
- 11.6 Only paying members who have reached their 16th birthday shall be entitled to be heard and to vote on all matters.

12. Alteration of the Rules and Other Resolutions

- 12.1 The Rules may be altered by resolution at an Annual or Special General Meeting provided that the resolution is carried by a majority of members present and entitled to vote at the General Meeting. No amendment(s) to the Rules shall become effective until such amendment(s) shall have been submitted to and validated by such person as is authorised to do so by London Region.

13. By-Laws

- 13.1 The Committee shall have power to make, repeal and amend regulations and by-laws as they may from time to time consider necessary for the wellbeing of the Club. Such regulations, by-laws, repeals and amendments shall have effect until set aside by the Committee or at a General Meeting. The Committee shall have power to settle disputed points not otherwise provided for in this Constitution.

14. Finance

- 14.1 All monies payable to the Club shall be received by the Treasurer and deposited in a bank account in the name of the Club.
- 14.2 No sum shall be drawn from that account except by the method agreed by the Committee which includes a minimum of two authorisations. Any monies not required for immediate use may be invested as the Committee in its discretion think fit.
- 14.3 The income and property of the Club shall be applied only in furtherance of the objects of the Club and no part thereof shall be paid by way of bonus, dividend or profit to any members of the Club.
- 14.4 The Committee shall have power to authorise the payment of remuneration and expenses to any member or employee of the Club and to any other person or persons for services rendered to the Club.
- 14.5 The financial transactions of the Club shall be recorded by the Treasurer in such manner as the Committee thinks fit.
- 14.6 The financial year of the Club shall be the period commencing on 1st September and ending on 31st August. Any change to the financial year shall require the approval of the members in a General Meeting.

15. Borrowing

- 15.1 The Committee does not permit the borrowing of money for the purposes of running the Club's normal operations.

16. Property

- 16.1 The property of the Club, other than cash at the bank, shall be vested in not less than two but not more than four Custodians who shall be members of the Club over 18 years of age. The property shall be stored in a storage unit – location to be agreed by the committee.
- 16.2 The Custodians shall be elected and reaffirmed at an Annual General Meeting of the Club and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- 16.3 The Custodians shall be entitled to an indemnity out of the property of the Club for all expenses and other liabilities properly incurred by them in the discharge of their duties.

17. Dissolution

- 17.1 A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present and entitled to vote. A specific date for the dissolution shall be included in the resolution.
- 17.2 The dissolution shall take effect from the date specified in the resolution and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

- 17.3 Any property remaining after the discharge of the debts and liabilities of the Club shall be given to a charity or charities (or other non-profit making organisation having objects similar to those of the Club for the furtherance of such objects) nominated by the last Committee.

18. Acknowledgement

- 18.1 The Members acknowledge that these Rules constitute a legally binding contract to regulate the relationship of the members with each other and the Club.
- 18.2 This constitution must be readily available to all club members. This may be via posting on the Club website or shared with members annually at time of membership renewal.
- 18.3 The following statement **must** appear on Club membership renewal forms and is to be signed by the member. It must also be countersigned by the parent, or a person having parental responsibility for the member, if under 18 years of age:

“I acknowledge receipt of the rules of Wandsworth Swimming Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the Club. I further acknowledge and accept the responsibilities of membership upon members as set out in these rules.”