

Reef Scuba Club and Dive School Rules



1.0 Name

- 1.1 The name of the Club is Reef Scuba. The Club shares and uses with the dive school the website name DiveUK.com.

2.0 Objects

- 2.1 The object of the dive school is the promotion of PADI facilitated scuba diving, and associated skin diving activities.
- 2.2 The object of the Club is to provide a friendly, open and inclusive forum for divers to enjoy and exciting and adventurous sport.
- 2.3 In the furtherance of these objectives:
 - 2.3.1 Both the Club and Dive School are committed to treat everyone equally within the context of their activity, regardless of sex, ethnic origin, religion, disability or political persuasion.
 - 2.3.2 Reef Scuba believes 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.
- 2.4 The school is affiliated to PADI and adopts and conforms to the rules of the PADI organisation.
- 2.5 The business and affairs of the school are at all times conducted in accordance with PADI guidelines and in particular:
 - 2.5.1 The school shall, in accordance with PADI recommendations adopt appropriate Child Protection Procedures; and
 - 2.5.2 Members of Reef Scuba Club shall, in accordance with PADI guidelines, comply with PADI Child Protection Procedures.
- 2.6 In the event of there being any conflict between any rule of the Club and any of the PADI Rules then the relevant PADI Rule shall prevail.

3.0 Membership of Reef Scuba Club

- 3.1 The total membership of the Club shall not normally be limited in number and membership is by written application. If however the Committee considers that there is a good reason to impose any limit from time to time then the Committee shall put forward appropriate proposals for consideration at an Annual General Meeting of the Club. The members shall have the right to impose (and remove) from time to time any limits on total membership (or any category of membership) of the Club. All persons who assist in any way with Club activities shall become members of the Club and the relevant membership fee shall be paid. Assisting with the Club activities shall include, but not be restricted to, administration, instructors, assistant instructors, divemasters, and committee members.

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- 3.2 Any person who wishes to become a member of the Club must submit a signed application form to the Club Secretary. In the case of a junior member, the application must be signed by a parent or guardian.

4.0 Subscription & other fees

- 4.1 The annual members' subscription shall be determined from time to time by the Committee.
- 4.2 The subscription fee shall be due on joining the Club and thereafter on the anniversary of joining each year. Members may opt to pay by direct debit on a monthly basis, however under these circumstances the minimum subscription period shall be one year and subscription costs cannot be suspended or stopped within this timeframe. The Committee shall, from time to time, have the power to determine the annual membership subscription. This shall include the power to make such increase in the membership fee. Any increase shall be advised to members in writing with the reasons for any increase.

5.0 Shared use of Dive School facilities

- 5.1 From time to time Reef dive school may agree to the shared use of dive school facilities e.g. pool use when Reef dive school students are engaged in classroom activities.
- 5.2 During this time Reef dive school continue to be liable for the safety of individuals in and around the pool environment. Visiting Instructors and dive staff must therefore satisfy Reef dive school management of appropriate liability insurance, and that safety procedures are enacted.
- 5.3 Reef dive school will provide all visiting schools with copies of Reef dive school Safety protocols, Code of Conduct and localised additional pool use conditions as required by the pool owners.

6.0 Expulsion and other disciplinary Action

- 6.1 The Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for him/her to remain a member.
- 6.2 The Club shall adopt and comply with the Club documented guidelines for handling internal club disputes
- 6.3 The Committee may temporarily suspend or exclude a member from particular training or open water sessions and/or wider club activities, when, in their opinion, such action is taken in the interests of there Club. Where such action is taken the complaint will thereafter be dealt with in accordance with Club and guidelines.
- 6.4 In the event of pan Club and School disputes, information may be shared between the two facets of Reef Scuba.

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7.0 Committee

- 7.1 The Committee shall consist of the Chairman, Secretary, Treasurer, together with officials as required to manage specific activities of the Club. *See Annex 1 for details of 200607 Committee members.*
- 7.2 Committee meetings shall be held not less than quarterly, and the quorum of that meeting shall not be less than a simple majority of the Committee members (to include not less than one officer). The Chairman and the Secretary shall have discretion to call further meetings of the Committee if they consider it to be in the interests of the Club. The Secretary shall give all the members of the Committee written notice of a meeting. Decisions of the Committee shall be made by a simple majority and in the event of equality of votes the Chairman (or acting Chairman of that meeting) shall have a casting or additional vote. The Secretary, or in their absence a member of the Committee, shall take minutes.
- 7.3 The Committee shall be responsible for the management of the Club and shall have sole rights of appointing and determining the terms and conditions of diver staff within the club. The Committee shall have the 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 be examined by an independent examiner to be appointed by the members in General Meeting. The Committee shall also have power to make regulations and to settle disputed points not otherwise provided for in this constitution.
- 7.4 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

8.0 Annual General Meeting

- 8.1 The Annual General Meeting of the Club shall be held each year on a date falling within the period of 1st November to 31st December.
- 8.2 The purpose of the Annual General Meeting is:
 - 8.2.1 To receive the Chairman's report of the activities of the Club during the previous year;
 - 8.2.2 To receive and consider the accounts of the Club for the previous year and the report on the accounts of the independent examiner and the treasurer's report as to the financial position of the Club.
 - 8.2.3 To remove and elect the independent examiner (who must not be a member of the Committee or a member of the family of a member of the Committee) or confirm that they remain in office.
 - 8.2.4 To elect the officials and members of the Committee.
- 8.3 The Chairman's post is non-elective, and has discretionary powers in the electoral process.

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Annex 1

Reef Dive Club Committee 2006-07

Chairman: David Parkinson
Secretary: Beverley Reynolds
Treasurer: Stephanie Couzens
Event Organiser: Tracy Reed
Social Committee Representative: TBA
Welfare officers: TBA