



SOUTHERN GAUTENG HOCKEY ASSOCIATION

CLUB REGULATIONS

MARCH 2023

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1. APPLICATION FOR MEMBERSHIP

- 1.1 Any club seeking membership of the Southern Gauteng Hockey Association (SGHA) shall make application in writing to SGHA. Such application shall include:
 - 1.1.1 Club name
 - 1.1.2 Club address and venue for home games if different to club address
 - 1.1.3 Details of at least 3 committee members, including contact details. If the club runs both a junior and senior section, then details need to include that of the Chairperson, Treasurer, Senior Section and Junior Section Representative.
 - 1.1.4 Copy of constitution
 - 1.1.5 Bank confirmation letter confirming bank account in the name of the club.
 - 1.1.6 Proposed colours (shirt, short/skirt and socks)
- 1.2 When applying for membership, the club agrees to:
 - 1.2.1 Abide by SGHA's constitution and relevant regulations.
 - 1.2.2 Abide by the decisions of the Executive Committee and its officers made from time to time.
 - 1.2.3 Pay all levies and fees as laid down by the Executive Committee and its officers.
- 1.3 The Executive Committee will consider membership taking the above items into account.

2. DUTIES OF MEMBERS

- 2.1 Agree to abide by SGHA's constitution and all relevant policies and rules that impact clubs.
- 2.2 Maintain **office bearer information** with SGHA as indicated above. This contact information will be shared with other clubs.
- 2.3 Maintain a **membership and club official database**, to be made available to SGHA when requested. Information needs to include, as a minimum:
 - 1.3.1 First and last name
 - 1.3.2 Parent or guardian information where a player is under the age of 18
 - 1.3.3 Email address and phone number
 - 1.3.4 Date of birth
 - 1.3.5 Gender
 - 1.3.6 Ethnic group.
- 2.4 Manage and maintain a member registration process that requires club members and club officials to **indemnify and hold harmless SGHA**, SGHA members (clubs) and SGHA officials involved in or administering any form of hockey activities.
- 2.5 Ensure that all players under the age of 18 have **parent or guardian consent**.
- 2.6 Indemnification and guardian consent information needs to be made available to SGHA if requested.
- 2.7 On an annual basis require their players officials and parents or guardians of players to acknowledge understanding and acceptance of relevant policies and regulations including:
 - 2.7.1 **Anti-doping** requirements (see below)
 - 2.7.2 **Image rights** permissions (see below)
 - 2.7.3 **Safeguarding** policy
 - 2.7.4 **Code of Conduct**

- 2.7.5 **League hockey rules.**
- 2.8 Attend all **Council and ad hoc meetings** convened by the Executive Committee.
- 2.9 Advise SGHA of any players not in good **disciplinary or financial standing** with their club.
- 2.10 Advise SGHA in writing if the club wishes to change **playing colours**. Such application must contain a complete diagrammatic description of the new colours.
- 2.11 Appropriately manage the **transfer of player** when a player moves from one club to another.
 - 2.11.1 Players may only be registered with one club at any one time.
 - 2.11.2 Players wishing to move from one club to another are required to obtain a clearance certificate from the club they wish to leave and are required to present this certificate to the club that they wish to move to.
- 2.12 SGHA recommends that clubs have sufficient **public liability insurance** or alternatively that the venue(s) they use for practices and/or matches have sufficient public liability insurance.

3. DUTIES OF SGHA

- 3.1 SGHA collects and holds data on players, club and match officials for the sole purposes of hockey administration and management activities as defined in the SGHA constitution.
- 3.2 Manage a master list of all club members not in good standing with any club and to make this information available to club committee members on request.

4. IMAGE RIGHTS

- 4.1 SGHA may use images of any hockey participant over the age of 18, taken during any SAHA or SGHA event, tournament or league for non-commercial purposes only. The images may be used by SGHA to promote the sport of hockey.
- 4.2 Image rights of children under the age of 18 are addressed in the Safeguarding policy.

5. INTERNATIONAL TOURS

- 5.1 Members wishing to tour internationally, require the prior approval of SAHA and should do so through SGHA. A member wishing to host a visiting international team requires the same prior approval.

6. NOMINATIONS FOR HONORARY LIFE MEMBERS

- 6.1 Nominations for Honorary Life Members of SGHA shall be made only on the grounds and in appreciation of such person's services to hockey (at any level) for a period of not less than 10 years and shall be submitted to the Executive Committee in writing with a motivation for such nomination.
- 6.2 Nominations may be submitted by any Member or Associate Member of SGHA.
- 6.3 On approval by the Executive Committee the nomination shall be submitted to the Council for approval.