

2023/24 Sports Club Membership Agreement

**We are collecting your personal data, for further information please see the truncated Privacy Notice at the end of this form.**

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# Welcome

Welcome to Team ARU. Research shows that students who take part in sports club activity whilst at university benefit from increased levels of health and fitness, improved levels of wellbeing, increased attainment and better graduate career prospects. By taking out a sports club membership you have opened the door to a wide range of opportunities such as weekly coached training sessions, the possibility of competing in the Challenge Cup, attending the end of year Sports Awards event and the opportunity to pull on the navy and gold colours of ARU and compete against other universities in BUCS competition.

We hope you enjoy getting involved in sports club activity and enjoy everything that it has to offer. Contained in this document are some key dates and also important information relating to our rules and procedures, which are there to ensure that participation is accessible for everyone and that you can take part in a safe environment free from anti-social behaviour, bullying or discrimination.

# Club Membership

* Sports club membership is available to students registered at Anglia Ruskin University
* You can join up to three clubs (plus BUCS Individuals)
* Sports club membership costs £80 for one club and £20 extra for each additional club.
* Refunds will only be given on memberships in exceptional circumstances, in accordance with the *Sport Refunds Policy*, which can be found at <https://aru.ac.uk/sport/health-and-fitness/gym-memberships>
* Memberships expire on 31st July each year and you will be required to renew your membership each year. **Most clubs stop training at the end of the second trimester.** If you are a January starter or your course finishes at the end of Trimester 1 other membership options are available – please enquire at teamaru@aru.ac.uk

# Important Dates

**Sports Club Training Dates:** Trimester 1 – 18/09/2023 to 10/12/2023

 Trimester 2 – 08/01/2024 to 24/03/2024 OR last BUCS fixture.

**BUCS Leagues**: Start from Wednesday 11th October 2023 to Wednesday 20th March 2023

**New Sports Club Committee Election Period for 2024/2025:** 1st February 2024 until 31st March 2024

# Sports Club Rules

Sports club membership is open to all students at Anglia Ruskin and forms a key part of the student experience for hundreds of students each year. When representing our teams students are acting as ambassadors for our University and we expect high standards of behaviour. We expect all members to:

* Continue to act and behave in the manner outlined by the Anglia Ruskin University Student Charter. Taking part in sports club activities is as an extension of student life and therefore the Student Charter continues to apply.
* Display consistently high standards of behaviour and attitude when acting on behalf of or representing their club or our university. Examples of unacceptable behaviour include: violent or threatening behaviour, consuming alcohol on transport to/from away fixtures and abusive language.
* In accordance with the Sports Fine Procedure, pay any fines related to their participation in sports club activity.
* Always treat staff, coaches, officials, teammates, spectators and opponents with respect.
* Be conscious of their environment and show respect towards other facility users, facility staff, Team ARU staff and members of the public.
* Encourage new members and treat everyone fairly and equally. Individuals found to be arranging or involved in any type of initiation type activity will face disciplinary action.
* Respond in a timely manner to all communications sent to them from the club or university – including those sent to student email addresses.
* Treat committee members with respect. All committee members are volunteers and provide their time to help run and support the club for the benefit of all members.
* Take responsibility for their own and others personal safety. If a player has any injuries they should communicate this with their captain and coach. The decision to participate in any club activity or specific training drill is always the choice of the individual member.
* Wear appropriate sports clothing and equipment for all sessions.
* Not allow their sporting commitment to interfere with their studies or academic performance.
* Follow health and safety instructions provided by Team ARU, committee members and sports coaches (including Covid-19)

If any sports club member fails to act in accordance with the above or behaves in any other way that brings the university into disrepute, they may face disciplinary action. Disciplinary action may result in a sports club member being suspended, with immediate effect, from all club activity for any period of time and we reserve the right to withdraw sports club membership. Serious incidents may be referred to the Student Discipline Committee and dealt with in line with the ‘*Rules, Regulations and Procedures for Students*’.

# Sports Fine Procedures

Participation in any sports activity is governed by rules and regulations. Many of the regulatory bodies which govern the delivery of sport will fine players / athletes / teams / crews for misconduct or failure to adhere to the rules. As a sports club member it is your responsibility to familiarise yourself with these rules and abide by them.

**Students are liable for the payment of any fine, which is incurred as a result of their or their team’s participation in a sports club activity. This applies to competitive fixtures and training (where applicable). For example, receiving a yellow card.**

The following process will be followed if a student/team is fined:

1. The referee will fill in a report and send to the relevant governing body.
2. The governing body will send paperwork to ARU issuing the fine to the player/team.
3. ARU will pay the fine immediately to prevent any late payment charges.
4. ARU will notify the player/team via their student email account that they are required to pay their fine to Helmore Gym or Mildmay Sports Centre. ARU will provide evidence of the fine to the student/team and will copy the Coach and Captain into the email.
5. The student/team must pay within two weeks of receiving confirmation of the fine.
6. Until the fine is paid, the student/team will be suspended from participating in University competition\*.

\*This does not replace any other form of disciplinary sanctions imposed by the governing body as a result of misconduct. i.e. if a player is banned for 3-matches for a red card offence, this will still apply, regardless of when the fine is paid but the suspension would continue to be in place if the fine had still not been paid after 3-matches. Further action may also be taken in line with the sports club member rules and our disciplinary procedures.

N.B. It is the governing body that is fining the student, not Anglia Ruskin University.

If the student does not pay by the deadline, we will take the following course of action:

1. Follow up the initial email with a phone call and second email.
2. The student/team will continue to be suspended from University competition but will also be suspended from attending club training & all other Team ARU activities (e.g. attending the gym and events such as the Challenge Cup / Sports Awards)

N.B.

* Rugby - the RFU may also require attendance at a disciplinary hearing, depending on the severity of the incident. This may affect the order of the process above.
* Football - the FA will chase up students with their debt collectors if a fine of £25 or more has been unpaid.
* BUCS Individuals - this process also applies to students that are entered into a BUCS individual competition. If a student is fined they will be liable to pay this themselves. For example, late withdrawal from a competition without a valid reason.

# Participating Through a Partner Club

If you are a member of one of the following clubs, please read the following section which contains some important information regarding some key differences to our own processes, when taking part in an activity.

* **Athletics (Cambridge)** – all club sessions will take place within Cambridge and Coleridge AC training sessions. The BUCS personal accident insurance will only apply when you compete for ARU in BUCS competition, not training sessions. You are also bound to the club rules.
* **Fencing** **(Cambridge)**– if you attend the Thursday training sessions at Huntingdonshire Fencing Club, the ARU personal accident insurance will not apply. Whilst participating in these sessions, you will be covered by HFC public liability insurance (this is not a personal accident insurance) and bound by their rules.
* **Rowing (Cambridge)** – when taking part in the session delivered by the ARU rowing coach or participating in competition for ARU, you are covered by our personal accident insurance. At other times, our insurance does not apply. Compliance with Xpress Boat Club rules apply at all times.
* **Rugby (Cambridge)** – if you attend training sessions or play matches for Shelford Rugby Club, the ARU personal accident insurance will not apply. Whilst participating in these sessions and matches, you will be covered by basic RFU insurance and bound by Shelford Rugby Club rules.
* **Volleyball (Cambridge)** – if you are playing and training with the Cambridge Volleyball Club national league team, the ARU personal accident insurance will not apply. Whilst participating in these sessions and matches, you will be covered by CVC insurance and bound by CVC rules.

# Communication and Image Consent

When joining a sports club you will be asked whether you give permission for Anglia Ruskin University to use your name, testimonial and images/photographs/video footage in any future publications, marketing and on websites or social media. If you provide consent this may be used for public relations, marketing or advertising purposes for a period of three (3) years. If you wish to change your response at any point, please contact teamaru@aru.ac.uk

# Health Declaration and Consent of Minors

* Participation in sports club activity involves the risk of injury and even the possibility of death. The risks include, but are not limited to: actions of other people (including other participants, volunteers, spectators, coaches, and event officials), lack of hydration, weather, the environment in which the activity takes place and/or other natural conditions. By signing this form I hereby assume all of the risks of participating in sports club activity.
* By signing this membership agreement I can confirm I understand the physical requirements for this activity and consider myself to be in good health and have an appropriate level of fitness to cope with this. I understand that if I have any doubts about my current health or level of fitness then it is my responsibility to seek advice from a trained medical practitioner before commencing or continuing to participate in sports club activity. Furthermore, I understand that if at any point my health or fitness changes then I should stop exercising and seek medical advice before continuing to engage in sports club activity.
* Students under 18 may join a sports club but only with the written consent of his/her/their parents or guardians. In their consent, the parents/guardians shall confirm that the state of health of the underage student permits him/her to undertake sports club activity, they assume the risks and that the student has familiarised himself/herself with the regulations.

# Declaration

I confirm that to the best of my knowledge, the information given to register as a sports club member is correct and complete. I hereby accept and agree to abide by sports club rules, regulations, sports fine procedures and other provisions set out therein and to any amendment/revision which shall be made from time to time. I will not hold the University responsible or liable for any action or event resulting from a breach of the same.

I certify that I am aged 18 or over, am physically fit, am engaging in a suitable level of activity and have not been advised otherwise by a qualified medical person.

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| **Sports Club Membership Privacy Notice****Who are we?** Team ARUis part of Anglia Ruskin University (ARU) Higher Education Corporation.**For what purpose do we use your data?** The information we obtain from you is for registering you as a sports club member and is used to maximise the support that we provide. If you fail to provide all the information you may not be able to avail of all the support available. We may also use your data for publicising our activities.**What is the legal justification?** You freely provide us with your agreement. If you don’t provide your agreement we cannot contact you and offer support. The legal basis for processing your personal data for membership is legitimate interests and your consent for publicity/ marketing.**What information do we collect about you?** Name, contact details, emergency contact details, gender, date of birth, mode of study, course type and faculty. For some clubs we will also ask for your nationality and information about your involvement in those sports. Testimonials, photos and videos may also be used for publicity/ marketing.**To whom do we disclose your information?** Sources of information include the information you’ve supplied in this form, the information held on the student database, ASTRA and any further data we collect from you in connection with your participation as a sports club member. The data is disclosed to ARU staff, sports club committee members, Endsleigh Insurance Service Ltd (for the purpose of registering you on our personal accident policy) and other organisations with a need to know in order to provide the services and support that have been offered. This may include, but is not limited to, external clubs with whom we have formal partnerships, BUCS, National Governing Bodies and medical staff. With your permission we may also publish your data, including on social media.**How long do we keep your information?**  Sports Club membership records and [the majority of your personal data] are retained for the current academic year plus six-years. For further information please see the University Retention of Records: <https://web.anglia.ac.uk/anet/staff/sec_clerk/rec_man.phtml> **How do we secure your information?** The University is committed to holding your data securely and uses best practice to transmit personal data. Data is held in accordance with the University’s Information Security Guidelines.**Contact details of the service** – If you need to contact us, change information or choose to opt out please email teamaru@anglia.ac.uk, or call 01223 698781**ARU Data Protection Officer:** can be contactedat: dpo@anglia.ac.uk**Your rights** – You have the following rights for your personal data: to withdraw consent at any time (please note that we cannot control the use of data published externally); to lodge a complaint with the Information Commissioner’s Office Helpline 0303 123 1113 or [www.ico.org.uk](http://www.ico.org.uk); request a copy of your data from us; to request us to cease processing if you suffer damage or distress; to correct the data; to request us to erase your data; to restrict our data processing activities; request us to stop any direct marketing activities to you. **Further information** on how your student personal data is used can be obtained from <https://www.anglia.ac.uk/privacy-and-cookies> |