



# CHASE ARCHERS

## RULE BOOK AND

## CONSTITUTION

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### Rule Book

#### 1. CONTROL OF SHOOTING

- a. GNAS rules of shooting and safety to be observed at all times.
- b. The Target Captain shall in turn select 2 deputies from the Club's Senior Shooting Membership who, in order of selection, shall deputise for the Target Captain in their absence.
- c. In the event of neither the Target Captain nor the deputies attending then the most senior Coach (preferably) or most senior member shall deputise.
- d. Shooting shall not take place unless under the control of the Target Captain or his representative as per 1b or 1c.
- e. A minimum of 2 archers must be available to shoot. If there are only 2 shooting they must alternate their shooting and observe the safety rules.
- f. All lost arrows (outside) or arrows unable to be removed (indoors) must be reported to the Target Captain or Representative so the school can be informed.
- g. Members of the Junior Club must be accompanied by a parent or guardian at all times.
- h. No smoking anywhere on Cardinal Griffin High School site.
- i. No alcohol or illegal substances on school premises. No shooting under the influence of illegal drugs. UK Drink/Drive Laws should be observed as a guideline.

- j. No offensive language will be tolerated.
- k. You may shoot a maximum of 3 arrows per end indoors, except a Worcester round or a specific coaching exercise and 6 arrows outdoors.
- l. No guest or archer shall shoot without GNAS (ARCHERY UK) membership unless they are members of another insured society or another association or on a designated beginners course or have a go session, as this will invalidate other archers insurance. If a guest is allowed to shoot they must pay the target fee twice the member's fee.
- m. Non-members children visiting the club must be accompanied by a non-shooting adult at all times.
- n. An archer must pay for any damage caused to another archer's equipment. This excludes arrow damage caused as a result of normal shooting.
- o. There will be no public betting on rounds or arrows.
- p. No food or drink taken into the gym by archers, parents or guests (see 10.4 of the constitution).
- q. Mobile phones must be switched off or on silent when shooting is taking place (except in emergencies)

## **2. BEGINNERS**

- a. No beginners or inexperienced archers requiring one to one attention shall shoot at any time other than a beginners or come and try it session, both of which shall be recorded in the clubs minutes prior to the event.
- b. There will be 1 "come and try it day" per calendar year and as many beginners courses as are deemed necessary from the amount of interest shown. Any such courses shall be decided by the Coaches and Club Committee. "Ad-hoc" beginner's course for individuals may take place at the discretion of the Coaches and the Committee.

Beginners will not be allowed to shoot at any other time on the clubs premises

## **3. COACHING**

- a. No unqualified member shall undertake coaching duties unless supervised by a qualified coach.
- b. In line with GNAS (ARCHERY UK) recommendations regarding the Child Protection Act all coaches and prospective coaches must submit to a police check, all costs are currently born by the GNAS (ARCHERY UK).
- c. No junior shall coach another club member.
- d. All matters/problems regarding club coaching should be directed at the senior representative/target captain.
- e. Coaches are subject to the same rules/etiquette as other club members.
- f. Archers should only expect to be coached either on one of the predetermined coaching sessions or by prior arrangement with that coach and should respect a coaches right to an undisturbed shoot at

all other times.

#### **4. ETIQUETTE**

- a. Archers must adhere to the Clubs etiquette rules below.
- b. All club members are equal and are expected to assist in setting up and clearing away Club equipment.
- c. (i) No one is to assemble/disassemble their kit until bosses and back stop netting or shooting ground is set up.  
  
(ii) For security when shooting outside one designated archer shall remain with the archery kit whilst the bosses and other equipment are removed.
- d. No archer shall alter, amend or interfere with another archer's kit or possessions without prior consent of the affected archer.
- e. An archer intending to shoot on a target should get the permission from those already shooting on that boss. (GNAS {ARCHERY UK} rules state a maximum of 6 archers per boss outside)
- f. Club members shall be courteous to all other Club members and to shooting/non shooting visitors.
- g. Archers or visitors must make every endeavour not to disturb the concentration, or distract archers who are shooting or preparing to shoot.
- h. All complaints, queries etc. regarding Club etiquette should be directed to the Clubs committee through the Field/Target Captain or their deputies.
- i. No flight shooting of any form shall take place at Cardinal Griffin High School
- j. At least one experienced archer or coach is to be present for Clout Shooting. There is No clout shooting with Compound Bows.
- k. Any archer 3 weeks in arrears with his/her target fees forfeits the right to shoot until arrears are fully paid up. A similar provision will be applied to Club Membership fees as well as GNAS (ARCHERY UK) fees. These being due on the 1st of September (see 4.1 to 4.7 and 11.3 of the constitution)
- l. All club trophies remain the property of Chase Archers and must be returned upon leaving the club or upon the request of the Records officer, whichever is the sooner.

#### **5. THE CLUB COMMITTEE**

- a. The clubs committee shall be elected from the club membership in accordance with the club rules laid down in the Clubs Constitution.
- b. In voting in a committee, Club members are entrusting those appointed to handle all matters relating to the management of the Club's affairs and finances for their period of office.
- c. On occasion, at the discretion of the committee, certain matters arising at Committee meetings that are of particular interest to the membership may be put to the vote of the Club, at an EGM or the AGM.

- d. Members have the right to read all Club minutes and any other correspondence.
- e. The Clubs committee shall act within the rulings of the Constitution, Club Rules and other rules agreed by the membership. Changes to the said rules and constitution can only be made at the clubs AGM or at an EGM.

**6. GROSS MISCONDUCT**

Gross misconduct will be dealt with in accordance with GNAS (ARCHERY UK) Disciplinary Regulations.

A copy of the regulations can be obtained from the clubs secretary.

**ARCHERS ARE REMINDED THAT THEY ARE AT ALL TIMES AMBASSADORS FOR THE CLUB AND THE SPORT AND SHOULD ACT IN A BEFITTING MANNER.**

Abbreviations used in this book

A.G.M	Annual General Meeting
E.G.M	Extraordinary General Meeting
G.N.A.S	Grand National Archery Society
C.P.O	Child Protection Officer
R.O.M	Round of the Month

# CONSTITUTION

## 1. GENERAL PROVISIONS

- 1.1. The club shall be called CHASE ARCHERS and hereinafter referred to as the Club.
- 1.2. The funds and property of the Club shall be vested in the Chairman, Secretary, and the Treasurer.
- 1.3. All the monies and sums received on behalf of the Club shall remain the property of the Club and there will be no distribution of such funds amongst the members.
- 1.4. The objectives of the Club shall be the promotion of Archery in all its forms, other than Bow Hunting.
- 1.5. The Shooting Regulations as prescribed by the GNAS (ARCHERY UK) Rules of Shooting shall be accepted as governing the relevant branches of the Sport of Archery practiced by the Club members.
- 1.6. Nothing will be included in this constitution which conflicts with that of the GNAS (ARCHERY UK).
- 1.7. The postal address of the Club shall be that of the Secretary.
- 1.8. The Constitution of the Club shall not be altered or amended except at the Annual General Meeting or at an Extraordinary General Meeting.
- 1.9. Members wishing to move such a proposition designed to alter or amend the constitution shall submit such a proposition to the Secretary Twenty one days before the General Meeting at which such proposal is to be considered.
- 1.10. Notice of such a proposition which it is intended to move shall be sent to all members entitled to receive notice of such meeting.

## 2. MANAGEMENT

- 2.1. The management of the Clubs affairs shall be entrusted to the Club Committee.
- 2.2. The Committee shall consist of:
  - 2.2.1. CHAIRMAN
  - 2.2.2. SECRETARY
  - 2.2.3. TREASURER
  - 2.2.4. ASSISTANT TREASURER
  - 2.2.5. RECORDS/TOURNAMENT OFFICER
  - 2.2.6. TARGET/SENIOR SHOOTING CAPTAIN
  - 2.2.7. CHILD PROTECTION OFFICER
  - 2.2.8. QUARTERMASTER.
  - 2.2.9. JUNIOR REPRESENTATIVE.
- 2.3. A Chairman, Secretary and Treasurer shall be appointed and may serve for up to three years before being re-appointed at the AGM of Chase Archers, other serving members of the committee may also be re-appointed at this time.

- 2.4. Any person wishing to serve on the Club Committee must have been a member of the Club for at least one full years and be a fully paid up member of the Club and the GNAS (ARCHERY UK).
- 2.5. Any person wishing to stand for election to the committee must have their application proposed and seconded by an existing club member.
- 2.6. If no members with the required criteria in 2.4 & 2.5 above are available the Chairman has the power to co-opt members as required.
- 2.7. All election applications must be received by the existing secretary not less than twenty-one days before the AGM.
- 2.8. At meetings of the Club Committee the Chairman, if it is necessary is entitled to an additional deciding vote.
- 2.9. The Club Committee may appoint Sub-Committee's and delegate to such Committees, powers within defined limits.

### **3. MEMBERSHIPS**

- 3.1. The committee of Chase Archers reserve the right to refuse membership. Furthermore, a newly admitted member will be subject to a probationary period of six calendar months. During this time the Committee reserve the right to terminate membership if the probationer breaks club rules. An expelled probationary member will be advised in writing of the committee's decision and they will be entitled to a pro-rata refund of local Club membership fees excluding GNAS (ARCHERY UK), county and region fees.
- 3.2. All Club members must be members of the GNAS.(ARCHERY UK)
- 3.3. There shall be the following classes of membership:
  - 3.3.1.Senior members
  - 3.3.2.Junior Members
  - 3.3.3.Honorary Members
  - 3.3.4.Associate Members
- 3.4. Any person interested in archery, having attained the age of 18 shall be eligible for admittance as a senior member, or under the age of 18 as a junior member.
- 3.5. Any person whom the club may wish to honour for distinguished service to the club may be elected at an AGM of the Club as an Honorary Member for life or for a specified period of time.
- 3.6. An Associate member shall be persons that are already members of the GNAS (ARCHERY UK) or other insured associations/society or a member of another club. On payment of an annual subscription to the Club at rates to be decided from time to time by Members of the Club shall:
  - 3.6.1.Have use of shooting facilities at Club Meetings and Target practice days.
  - 3.6.2.Not have a vote at any Club AGM or EGM
  - 3.6.3.Not eligible to stand for election to the Clubs Committee
  - 3.6.4.Abide by all the rules and the Clubs Constitution.
  - 3.6.5.Not to be eligible for any Club awards or any Club competition trophies.
- 3.7. All members shall accept the jurisdiction of the Club and shall conform to such conditions, shooting rules and regulations as may be determined from time to time.

3.8. If any member has a complaint regarding the general running of the Club then he or she should submit their complaint in writing to the senior member who will then bring it to the attention of the committee at the first available meeting for discussion, any action that may be deemed necessary will then be taken.

#### **4. SUBSCRIPTIONS**

4.1. All members as defined in 3.3 other than honorary members shall pay an annual subscription fee to the club at rates determined at the AGM.

4.2. All Club subscriptions shall be due on the 23rd September.

4.3. A member who has not paid their subscription by the 1st October in any one year shall cease to be a member of the Club unless the Clubs committee considers there are extenuating circumstances

4.4. If the membership is not paid by the 1st October, the applicant must re-apply for membership.

4.5. The GNAS (ARCHERY UK) fee year begins 1st October and ends 30th September. Fees must be paid to the treasurer by the 23rd September.

4.6. It is the responsibility of each member to pay their GNAS (ARCHERY UK) fees and club fees by the due date.

4.7. Failure to pay the GNAS (ARCHERY UK) fee by the 31st October will render that person disqualified from the GNAS (ARCHERY UK) until October of the following year, unless they can give the GNAS (ARCHERY UK) National Council good reason to reinstate them

#### **5. AUDITORS**

5.1. Two Auditors shall be appointed annually by the members at the AGM.

#### **6. FINANCE**

6.1. The Club shall cause to be prepared and shall present at the AGM a balance sheet showing the financial position of the club on the 31st of December of the preceding year with an Income and Expenditure Account for the twelve months ending on that day.

6.2. A copy of the balance sheet showing Income and Expenditure Account, duly certified by the Auditors, shall be sent with notice convening the AGM to each club member.

6.3. A bank account shall be maintained in the name of the Club. All Cheques and orders withdrawing moneys from the Account shall be signed by two of the committee, Chairman, Secretary, Treasurer or Records Officer.

6.4. In the event of dissolution of the Club, the assets shall be disposed of as directed by the General Meeting approving the dissolution.

#### **7. GENERAL MEETINGS**

7.1. The AGM shall be held before the end of January at a place to be determined by the Club Committee.

7.2. Not less than Twenty One clear days' notice of such meetings shall be sent to each Club Member entitled to receive notice of such meetings.

## **8. EXTRAORDINARY GENERAL MEETINGS.**

- 8.1. The Club Committee, or at the request of Three or more members shall call an EGM. Not less than twenty one clear days' notice of such Meetings shall be sent to club members.
- 8.2. Notice of any propositions which it is intended to move shall be sent to all Club members entitled to receive notice of the meeting.

## **9. VOTING & QUORUM**

- 9.1. At all general meetings :
  - 9.1.1. Five members shall form a Quorum.
  - 9.1.2. Each senior or junior member of the club shall have one vote.
- 9.2. In the case of emergency the Chairman, the Secretary and the Treasurer shall together have full powers to act.

## **10. GENERAL**

- 10.1. Only one parent/guardian per junior shooting member shall be permitted in the gym, this is due to the lack of shooting space.
- 10.2. No young children will be allowed in the gym when members are shooting for safety reasons, unless they are club members, when they will be expected not to distract the archers. Failure to abide by this may mean that they will be asked to leave.
- 10.3. No more than 3 arrows per end to be shot indoors, unless at a recognised round or when coaching requires the member to shoot extra arrows.
- 10.4. No drinks or food to be consumed in the gym.

## **11. TARGET FEE'S.**

**Rule's 11.1, 11.2 & 11.3 are currently suspended as pre-payment is made via membership subscriptions.**

- 11.1. All members shall pay a target Fee on shooting days, except when it is a ROM, the amount is to be set at the AGM.
- 11.2. Members are responsible to pay the Treasurer or his deputy the fee for that day.
- 11.3. Members who have shot and have not paid for three weeks forfeit the right to shoot until they have paid their arrears.

## **12. COACHING**

- 12.1. Coaching will take place one evening per month (usually the second Thursday each month when outdoors or the second Friday if indoor)
- 12.2. Juniors must try to take notice of all the advice given by the qualified coaches. They must not be influenced by anyone who is not a qualified coach or an experienced archer. The junior archer should seek advice from his or her coach if they are in any doubt about equipment, shooting style, fitness, archery rules and or



tournaments.

### **13. TOURNAMENTS**

13.1. The Club will hold monthly indoor and outdoor tournaments (ROM's) as well as annual Championships, for which there will be trophies and medals awarded.

### **14. CHILD & VULNERABLE ADULTS POLICY**

14.1. This club believes that when dealing with children and vulnerable adults, their welfare should always be of paramount importance. We are committed to providing an environment where young people can learn and participate in a sport free from harassment and abuse. All those people working with children have a moral responsibility to safeguard and promote a child's welfare. This club has therefore adopted the GNAS (ARCHERY UK) Protection and Vulnerable Adults Policy to ensure the peace of mind for both adults and children.

# SAFETY

1. Do not proceed beyond the shooting line until all shooting has been completed and the signal ( a whistle blow) has been given.
2. Do not commence shooting until all others present are behind the waiting line and a signal (one blast on a whistle) has been given.
3. When outside stand behind the waiting line (5 yard line) when not shooting.
4. Do not load or draw a bow when not at the shooting line.
5. A safe method of shooting must be observed such as not drawing the bow above the level of the target.
6. Under no circumstances should an arrow be shot into the air, unless on a Clout shoot.
7. When you have finished shooting move away from the shooting line taking into consideration neighbouring archers and wait until you hear two or three blasts of the whistle before you collect your arrows.
8. Do not run or fool around on the shooting range. Those failing to observe these safety rules will be asked to leave. Any participant or member of the public whose behaviour disrupts the activity or poses a danger will be asked to leave. If such a person refuses to cooperate then all archery activity will be suspended.
9. If you hear the word fast or stop or a series of whistles then do not shoot and tell everyone around you to stop shooting, and then remove any arrow that may be nocked onto your bow string.
10. If you see any danger, immediately shout Stop or Fast and let the Target Captain know the danger and all other archers.
11. Listen carefully to your Target Captain, they are there to help you. If you are in any way unsure about anything ask.
12. If you have a medical condition which may be aggravated by shooting your bow then tell your coach. Archery should not be a painful sport, if it becomes so then stop.
13. Every effort must be made to find all lost arrows. If they are not found, the fact of their disappearance must be noted along with the rough position that they are believed to be. The lost arrow must be reported to a member of the committee and the school informed.

# CLUB ETIQUETTE

## A GOOD ARCHER:

1. Does not talk in a loud voice whilst others are shooting.
2. Does not talk to another who obviously prefers to be silent
3. Does not make exclamations on the shooting line which might disconcert a neighbour in the act of shooting.

4. Does not walk up and down the shooting line comparing scores.
5. Does not go behind the target before their scores have been recorded.
6. When calling scores does so in groups of three e.g. 9-9-7 pause 5-5-3
7. Does not touch anyone else's equipment without permission.
8. If any person should break any part of an archer's equipment then they should pay for those item/s, except accidental damage caused to arrows in normal shooting.
9. Thank the Target/Field Captain at the end of a round
10. Will make sure they do not leave litter behind on their clubs ground or when visiting other grounds.
11. Will not leave footmarks or pins from target faces on the field as these will cause damage to the grass cutter.
12. Should always help set up targets and backstop netting.
13. Is expected to take their share of Club chores when they are asked to do so.
14. Is expected to wear green and white (traditional GNAS) or club colours at tournaments or club shoots.
15. Whilst not shooting archers must retire at least 5 yards from the shooting line when shooting outdoors.
16. Takes extra care not to mark the turf. Foot markers can be used but the scoring of the grass must be avoid.

## MOST IMPORTANTLY HAVE FUN AND ENJOY YOURSELF

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