



Breakin' KCL Constitution

Contents

- 1 Name
- 2 Aims and Objectives
- 3 Membership
- 4 Subscriptions and Finance
- 5 Breakin' KCL Officials
- 6 Duties of Breakin' KCL Officials
- 7 Meetings
- 8 Voting
- 9 Changes to Breakin' KCL Constitutions
- 10 Breakin' KCL Complaints Procedure
- 11 Union Commitments
- 12 Discipline

1.0 **Name**

- 1.1 The Society's name shall be the King's College London Students' Union; Breakin' KCL. Referred to as the Society.

2.0 **Aims and Objectives**

- 2.1 To promote break dancing and Hip Hop culture at KCL.
- 2.2 To be involved in university activities (including RAG and Diwali shows).
- 2.3 To take part, where possible, in inter-university shows/competitions.
- 2.4 To improve individual team skills.
- 2.5 To enjoy ourselves.

3.0 **Membership**

- 3.1 Membership of Breakin' KCL will be open to all members of the Union in accordance with the Union constitution.
- 3.2 Individuals who are not members of the Union may only

participate in Breakin' KCL activities in a coaching capacity or through associate membership.

- 3.3 Breakin' KCL members (including coaching members) must act according to the Union's Equal Opportunities Policy.

4.0 **Subscriptions and Finance**

- 4.1 A membership fee is required from all regular attendees of Breakin' KCL. The Breakin' KCL committee will determine this fee (in line with the set minimum) and are responsible for its collection.
- 4.2 Non-members may attend classes on a non-permanent bases (to a maximum of three sessions) as associate members and pay a fee set on a per class basis. The committee will determine this fee (in line with the set minimum) and are responsible for its collection.
- 4.3 Members will pay a subsidised fee on a per class basis. The committee will determine this fee (in line with the set minimum) and are responsible for its collection.

5.0 **Breakin' KCL Officials**

- 5.1 An elected committee will conduct administration. This Committee shall not operate autonomously. Planning activities, buying equipment and administering other club matters must be processed through this Committee.
- 5.2 The committee will consist of the following officers who shall be full members of the Union:

- President
- Treasurer
- Secretary
- Safety Officer
- Team Captain
- Activities Organiser
- Vice President

- 5.3 The committee will serve for one complete academic year.

6.0 **Duties of Breakin' KCL Officials**

- 6.1 The Breakin' KCL President is responsible for:

- Ensuring that all good practise guidelines are followed.
- Providing a high standard of leadership and basic instruction for all members of Breakin' KCL.

- Appointing suitable activity and trip leaders in conjunction with the Safety Officer.
- Ensuring good behaviour of members during Breakin' KCL related activities.
- Ensuring that participating novices understand all aspects of an activity, paying particular attention to skill levels required, risks involved and equipment requirements.
- Advising the novice on their suitability for certain trips.
- Promoting the benefits of further training for all members and provide Breakin' KCL with the relevant information.
- Advising the Committee on the purchase of equipment and informing them of when this will be necessary.
- Promoting the benefits of further training for all members.
- Other duties as agreed by the Committee.

6.2 The Breakin' KCL Treasurer is responsible for:

- Administering the finances in accordance with Union procedures.
- Attending all Student Activities Councils (one per semester).
- Producing a financial plan for the academic year.
- Producing an annual budget proposal.
- Other duties as agreed with the committee

6.3 The Breakin' KCL Secretary is responsible for:

- Organising administration for shows and competitions.
- Administering the membership of Breakin' KCL.
- Providing secretarial support to the committee and issuing the minutes of meetings to members .
- Ensuring affiliation to the relevant National Governing Body.
- Compiling introductory material for new members in conjunction with the Committee.
- Other duties as agreed with the committee.

6.4 The Safety Officer is responsible for:

- The welfare of all members
- The completion of the annual Risk Assessment form.
- The completion of the Trip and Activity form when a trip is organised.
- Facilitating the integration of the novice within Breakin' KCL, and their access to relevant information and advice.
- Ensuring that participating novices understand all aspects of an activity, paying particular attention to skill levels required, risks involved and equipment requirements.
- Advising the novice on their suitability for certain trips. Promoting safe practice at all times.
- Promoting the benefits of further training for all members; and providing Breakin' KCL with the relevant information.
- Liaison with the relevant bodies over all matters concerning safety.

6.5 The Team Captain is responsible for:

- The welfare of all members in shows and competitions.
- Ensuring that participating novices understand all aspects of the activity, paying particular attention to skill levels required, risks involved and equipment requirements.
- Advising the novice on their suitability for certain trips.
- Promoting the benefits of further training to all members.

6.6 The Activities Organiser is responsible for:

- Promotion of Breakin' KCL to students within the university.
- Organising application to shows and competitions.

6.7 The Vice President is responsible for:

- Having the duties of the President when he/she is not available.

7.0 **Meetings**

7.1 An annual general meeting is required towards the end of the second term.

7.2 The Breakin' KCL President must call regular ordinary general meetings.

7.3 Regular committee meetings are required to discuss all Breakin' KCL matters. Minutes of said meetings should be made available by the Secretary for ratification.

8.0 **Voting**

8.1 This will take place for the election of Officials and any other issue that Breakin' KCL deem of importance.

8.2 Only members will be entitled to vote.

9.0 **Changes to Breakin' KCL Constitutions**

9.1 Changes can be implemented if approved by the Clubs and Societies Board and a two thirds majority obtained at an annual or ordinary general meeting of Breakin' KCL.

10.0 **Breakin' KCL Complaints Procedure**

10.1 This procedure has been created to allow members to raise complaints about issues which might include the following:

- The safety of activities

- Poor standards of instruction or leadership.
- The standards of equipment used for all activities
- Poor administration
- Disregard to the Union's Equal Opportunities policy.

11.0 **Union Commitments**

- 11.1 The President or Treasurer is required to attend the Union's SRC Annual General meeting.
- 11.2 Breakin' KCL shall send at least one representative to the Sports and Societies Council meetings.

12.0 **Discipline**

- 12.1 Breakin' KCL shall have disciplinary regulations that are in line with the Union's Constitution.
- 12.2 The VP Student Activities shall be notified of all disciplinary action and, where appropriate, will convene an Appeal Committee.