



MEMBERSHIP RULES

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1. Membership Application

- 1.1. The IGA Membership year runs from the 1st October to the 30th September.
- 1.2. Each member agrees to be bound by all regulations, policies & guidelines implemented and published by IGA.
- 1.3. Should a member participate or teach at more than one affiliated club that member would not require multiple memberships for each club. The membership would be linked to the members primary club.
- 1.4. IGA does not object to members or clubs being affiliated with multiple organisations. However, it is a requirement of IGA and our included insurance provider that all members taking part in an activity under the “IGA banner” must be registered and hold current membership with IGA. For example, where there is a gymnastics class/display or competition which is being run under IGA all participants and coaches must be registered and hold active membership. If the club/members are taking part in activity under the banner of another organisation, any membership with us will not be valid for that activity.
- 1.5. Membership is not required for admin/office-based staff as they would be covered under the club membership. Individuals who also assist or teach in classes would require membership.

2. Membership Type

2.1. Club

2.1.1. Eligibility to apply for this membership:

- 2.1.1.1. Any existing club based within the United Kingdom of Great Britain and Northern Ireland, that wishes to become an affiliated club.
- 2.1.1.2. Any coach who is setting up a new club or after school sessions not part of the school timetabled class within the United Kingdom of Great Britain and Northern Ireland, that wishes to become an affiliated club.

2.2. Club Coach

2.2.1. Eligibility to apply for this membership:

- 2.2.1.1. Those who still participate in the sport via classes and/or competitions and who also work in affiliated IGA club and;
 - hold an IGA Level 1 or higher (or an equivalent qualification recognised by IGA); or
 - Those who are in training to become a coach and are under direct supervision of an IGA Level 2 or high (or equivalent qualification recognised by IGA) or
 - Members who are offering services in the capacity of tutor or assessors for IGA or
- 2.2.1.2. Those booking on to an IGA coaching course.

2.3. Freelance Coach

2.3.1. Eligibility to apply for this membership:

- 2.3.1.1. Those who do not work in an affiliated club or who may work in several different venues and;
 - hold an IGA Level 2 or higher (or equivalent qualification recognised by IGA) or
 - Members who are offering services in the capacity of tutor or assessors for IGA
- 2.3.1.2. Those booking on to an IGA coaching course.

2.4. Gymnast

2.4.1. Eligibility to apply for this membership:

2.4.1.1. Any participant taking part in the sport and/or competitions.

2.5. Bulk Membership Option

2.5.1. Eligibility to apply for this membership:

2.5.1.1. Non-Competitive gymnasts taking part in the sport.

3. Membership & Renewal

3.1. Membership Fees

3.1.1. Annual membership fees are due on the 1st October each year.

3.1.2. Membership fees will be determined by the executive board each year.

3.1.3. Fees will be charged at the full rate for those joining up to the 31st March.

3.1.4. Fees will be charged at a reduced rate for those joining from the 1st April.

3.2. Conditions of Membership

3.2.1. Becoming a Member

3.2.1.1. Membership & renewal of membership (in each case notwithstanding which type of membership) is conditional upon:

3.2.1.1.1. Cleared payment of fees, either by the member directly, affiliated club or someone on their behalf such as a parent / guardian; &

3.2.1.1.2. The membership type purchased is appropriate to the gymnastics activity being conducted by the member; &

3.2.1.1.3. Those working in a regulated activity as defined by the Disclosure and Barring Service (DBS) or other such relevant Government agency must obtain at least once every three years an enhanced DBS (Formally known as CRB)

3.2.1.1.4. Comply with the conditions set by the insurers of IGA & not act in a manner which may invalidate any policies held by IGA.

3.2.1.1.5. Comply with rules and procedures set by IGA

3.2.1.2. Any fee received in relation to membership will be processed by IGA upon receipt, irrespective of whether an application has been processed and approved. In the event an application cannot be completed the fee received will be returned to the individual who completed the transaction and via the same payment method.

3.2.1.3. Applicants must provide IGA with information which may be required in order for IGA to complete a membership application.

3.2.1.4. The executive board reserves the right to refuse new and returning coaches for annual membership.

3.2.2. Termination of Membership

3.2.2.1. Any member whose renewal fees remain unpaid 28 days after the start of the membership year (1st October) shall no longer be deemed a member of IGA and will no longer be privy to the benefits of membership.

3.2.2.2. In the event a member is accused of a criminal offence including the following may result in suspension of membership & if proven expulsion from IGA:

- *Sexual Offences*
- *Child Offence*
 - *Neglect*
 - *Physical abuse*
 - *Sexual abuse*
 - *Emotional/Psychological abuse*
 - *Bullying*

- *Fraud*
 - *Theft*
 - *Criminal Damage*
 - *Drug-related offence*
- 3.2.2.3. The executive board reserves the right to not just consider the above but any criminal offence & make a determination on a case-by-case basis.
- 3.2.2.4. Any member who is found to have been convicted of, or cautioned for, any of the offences listed in 3.2.2.2 shall have their membership suspended and shall not be allowed to apply for or renew any membership until the executive board have agreed to their reinstatement of membership.
- 3.2.2.5. Any member whose membership has expired or lapsed during a suspension or when a complaint or disciplinary proceeding is pending shall:
- 3.2.2.5.1. remain subject to the rules and procedures of IGA; and
 - 3.2.2.5.2. not be authorised to apply or reapply for any form of membership until the executive board have specifically agreed to the member applying or re-applying for membership.
- 3.2.2.6. In the event someone's membership is terminated either under these rules for any reason, or they decide to terminate their membership prior to the end of the membership year, no part of the annual fee will be refunded.

3.3. Conditions of Club Affiliation

3.3.1. Becoming an Affiliated Club

- 3.3.1.1. Membership & renewal of membership is conditional upon:
- 3.3.1.1.1. Cleared payment of fees
 - 3.3.1.1.2. Completing the annual registration & renewal form
 - 3.3.1.1.3. Each member being registered with IGA. Either directly with IGA or via the club.
 - 3.3.1.1.3.1. If registered via the club consent must be given for relevant data to be shared with IGA
 - 3.3.1.1.4. Ensuring those working in your venue, and in a regulated activity as defined by the Disclosure and Barring Service (DBS) or other such relevant Government agency must obtain at least once every three years an enhanced DBS (Formally known as CRB)
 - 3.3.1.1.5. Ensure at least one individual is appointed as Welfare Officer who:
 - 3.3.1.1.5.1. Has as stated in 3.3.1.1.4 obtained a DBS within the last three years
 - 3.3.1.1.5.2. Completed a Safeguarding & Welfare course within the last two years
 - 3.3.1.1.6. Ensure at least one individual is appointed as head coach who holds at least an IGA Level 2 or higher (or equivalent qualification recognised by IGA)
 - 3.3.1.1.7. Comply with the conditions set by the insurers of IGA & not act in a manner which may invalidate any policies held by IGA.
 - 3.3.1.1.8. Comply with all rules and procedures set by IGA
- 3.3.1.2. Any fee received in relation to membership will be processed by IGA upon receipt, irrespective of whether an application has been processed and approved. In the event an application cannot be completed the fee received will be returned to the individual who completed the transaction and via the same payment method.
- 3.3.1.3. In order for IGA to complete club affiliation (be it a new club or renewal) clubs must provide the following information:
- Club Name
 - Venue address(es)
 - Contact details
 - Head Coach name and email address

- Welfare Officer name and email address
- DBS Officer name and email address
- DP Officer name and email address

3.3.1.4. The executive board reserves the right to refuse new and returning clubs for annual membership.

3.3.2. Club Register

3.3.2.1. Each affiliated club MUST maintain a complete and up to date register of participants and should include by not limited to the following:

- Full Name
- Address
- Date of Birth
- Gender
- If under 18 full name and contact details of the parent/guardian
- Any known medical conditions
- Date the participant joined the club as a member
- IGA Membership Number

3.3.2.2. From time to time, IGA may require access to the registers held by affiliated clubs. For example, in the event of an insurance claim.

3.3.2.3. Affiliated clubs MUST comply will all data protection laws relating to privacy and the use of data.

3.3.3. Termination of Club Affiliation

3.3.3.1. Any club whose renewal fees remain unpaid 28 days after the start of the membership year (1st October) shall no longer be deemed an affiliated club of IGA and will no longer be privy to the benefits of membership.

3.3.3.2. In the event a club fails to register all it's members. The membership of the club and all it's members shall be withdrawn and **ONLY** in this case shall fees be returned.

3.3.3.3. If a club's affiliation is terminated either under these rules for any reason, or they decide to terminate their affiliation prior to the end of the membership year, no part of the annual fee will be refunded unless decided otherwise by the executive board.

3.3.3.4. In the event a clubs affiliated status terminates the club shall

3.3.3.4.1. Notify their members they are no longer affiliated with IGA

3.3.3.4.2. Cease using IGA branding in both physical and digital format

3.3.3.5. Rule 3.3.3.2 will remain in effect to clubs after their affiliation has terminated.

3.3.3.6. Any club whose affiliation with IGA has been terminated will no longer be privy to the benefits of membership.