

# Leeds University Union

## Code of Good Practice for: Tenpin Bowling

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### **Introduction:**

LUU tenpin bowling will operate in accordance with this document, the risk assessment and current LUU sports office guidelines.

It is the responsibility of the president and treasurer to ensure all paid members are listed on our membership page and they save the receipt before any fixture.

It is the member's responsibility to inform a committee member about any medical conditions or previous injuries.

By the end of semester 2 a new committee team will be appointed.

### **Club Activities:**

Health and Safety documentation is available for any club member; however it is their responsibility to be aware of their own actions and take into account advice from the committee.

This document is an agreement between the club and the members associated. It will display the commitment of the committee and their goals to be completed during the academic year. It will be a point of reference for any disciplinary matters for the attention of the club committee.

#### 1 – Membership:

- To participate in any activity or tournament the correct fee must be paid and must be visible for committee members to view on the union website.
- The fee for 2011/2012 is £10 social membership £20 competitive membership

#### 2 - Weekly Bowling

- Members must arrive with the appropriate equipment 5 minutes before the lanes are switched on.
- Any member that will be late on a particular week must contact a committee member.
- If in the event of a late member, they must be prepared to be allocated a position on a lane which will not delay the session.

### 3 – Discipline/Complaints

- Members wishing to complain or object to decisions made during the club session, they must express it to a committee member in private.
- Failure to obey the clubs code of practise may result in disciplinary action from the club committee and may lead to expulsion from the club and no membership refund.

### 4 – Tours/Tournaments/Competitions

- Sports development officer must be informed before organisation of any tours, and an itinerary must be drawn up and presented.
- During competitions every member must report to the president at every specified time, late arrivals run the risk of not competing.
- If a member for any reason cannot compete and is registered, a committee member must be informed. Failure in this results in a fine of lineage fees.
- Professionalism and lane etiquette is required during match play. Correct dress and equipment must be attained.
- Playing shirts will be provided as best possible and must be returned within the week in clean condition.
- Players are offered the chance to purchase their own kit.

### 5 – Account signatories

- The club president/captain, secretary and treasurer committee members must register with the cash office.
- Copies will be kept in the club file.

### 6 – Club Organisation

- Club members can expect that committee members will be professional and efficient with all aspects within the club, this includes management, finances and communication.
- Committee members must be approachable to any club member about any queries they have about the club.

### 7 – Social Activities

- Members must be aware of the LUU guidelines on social activities
- During any social activity (i.e. Christmas dinner) and at any event we attend as a club we are representing LUU therefore behaviour must be at its best. Any complaints will be looked into after the event/activity.

**First Aid/Accident and Emergency**

The LUU sports office guidelines for 'First aid' and 'Accident and Emergency' must be followed by the club

**Complaints procedure:**

Members can raise any issues to the club that may include the following:

- Safety of club activities
- Poor standards of leadership
- Equipment standard used for activities
- Poor club administration


Any concerns of club safety or operational matters should be addressed to a committee member and it must be discussed at the next meeting.

**Governing Body Recommendations:**

Members can be directed to the appropriate websites for more information on tenpin bowling regulations.

The club itself will operate as practicably as possible in accordance with the current BUCS/ BTBA recommendations.

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We the undersigned agree to uphold the above code of good practise

President	Name	Nicky Donowski	Signature	
Secretary	Name	JEREMY SWANN	Signature	J A Swann
Treasurer	Name	Paul Turner	Signature	

Date: 5/10/11