



Judo Manitoba Club Sanction Policy

Definitions

1. In this policy:

“Board” means the Board of Directors of Judo Manitoba;

“Club” means a club sanctioned by Judo Manitoba to operate as a judo club in Manitoba;

“DI” means the NCCP Dojo Instructor level of coaching certification; and

“Register” means to register an individual member, or a Club, in the manner required by Judo Canada’s system of registration.

Purpose and Application

2. This policy prescribes the minimum standards required in order to operate a Club, as well as the process for establishing and maintaining membership as a Club with Judo Manitoba.
3. This policy applies to all current Clubs in Manitoba as well as potential new member clubs.

Establishing a New Club

4. An individual member or members of Judo Manitoba may apply to establish a Club. The applicant(s) must:
 - (a) Submit an application for membership to Judo Manitoba in the form attached as Appendix A;
 - (b) Be a registered member(s) of Judo Manitoba in good standing;
 - (c) Agree to abide by the By-Laws and Policies of Judo Manitoba;
 - (d) Pay the fees required by Judo Manitoba;
 - (e) Comply with Judo Manitoba’s Screening Policy; and
 - (f) Confirm that at least one member of the proposed club is a registered black belt member of Judo Manitoba, who is fully certified at the DI (or higher) coaching level.
5. If all of the requirements set out in paragraph 4 are met, the Board may approve the application and sanction the new Club to operate in Manitoba.



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General Requirements for Clubs

6. A Club is required to:
 - (a) Comply with the By-Laws and Policies of Judo Manitoba, including the Judo Manitoba Screening Policy;
 - (b) Ensure that a registered black belt, recognized by Judo Canada, is present in the dojo at all times, to oversee judo related activities;
 - (c) Ensure that all individual members who are coaching in the Club are current in their Respect in Sport training (NOTE: Respect in Sport training must be renewed every 5 years);
 - (d) Register the Club, and pay the Club registration fee to Judo Manitoba, by September 30 in each year;
 - (e) Register all members who participate in judo activities at the Club, and pay the member registration fees to Judo Manitoba; and
 - (f) Establish a written emergency action plan (“EAP”) for the Club, and ensure that all coaches/instructors are familiar with the EAP.
7. A Club that has outstanding debts with Judo Manitoba will not be eligible for membership in the then current season until all debts have been paid in full.
8. As a Club registers individual members, Judo Manitoba will invoice the Club for the registration fees owing. Fees are due and payable to Judo Manitoba on receipt of this invoice.
9. A Club which registers less than 10 members by October 15 in each season will be subject to a \$100 fee levied by Judo Canada. This fee will be payable to Judo Manitoba and is in addition to the regular Club membership fee.

Coach Requirements

10. At least one member of a Club, generally the head coach, must be certified at the NCCP DI level or higher.
11. Where an existing Club does not have at least one member who is DI certified (or higher), the Club may not operate unless granted an exemption by the Board.



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12. A Club requiring an exemption referred to in paragraph 10 may apply in writing for an exemption, stating the reason for the exemption and an action plan to become compliant with the minimum coaching certification requirement.

Membership Year and Fees

13. The membership year for Judo Manitoba, for both Clubs and individual members, will be September 1 to August 31. Clubs and individual members must renew their membership on an annual basis.

14. Each year, the Board will determine the amount of the Club and individual membership fees payable by members.

15. Membership fees are non-refundable.

Suspension or Termination of Club Membership

16. A Club's membership with Judo Manitoba may be suspended by the Board if the Club:

- (a) Is in violation of a provision of Judo Manitoba's By-Laws or Policies; or
- (b) Fails to pay any fees owing to Judo Manitoba by a date determined by the Board.

17. A Club's membership with Judo Manitoba may be terminated by the Board if the Club delivers to the Executive Director a notice resigning the Club's membership.

18. The membership of a Club may be terminated in accordance with the provisions of the By-Laws, if the By-Laws provide for termination of Club membership.

Board Approval Date: December 10, 2019

Revision Log

<u>Version</u>	<u>Revision Date</u>	<u>Author</u>	<u>Summary of Revisions</u>
1	November 22, 2019	Brian Jones	• New Policy



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Appendix A

JUDO MANITOBA

NEW CLUB APPLICATION FORM



Please print neatly and provide all details. The information provided on this form will be retained by Judo Manitoba and may be shared with Judo Canada.

Club Name: _____

Address of Club Dojo: _____

City: _____ Postal Code: _____ Phone: _____

Club Email: _____ Club Website (if available): _____

Main Contact's Name: _____

Main Contact Person's Address: _____

City: _____ Postal Code: _____ Phone: _____

Name of Head Instructor: _____

Judo Rank: _____ Judo Canada #: _____ NCCP Level: _____ NCCP #: _____

As the Applicant(s) for a new club membership in Judo Manitoba, our signature(s) below confirms that I/we:

- Am a registered member(s) of Judo Manitoba in good standing;
- Agree to abide by the By-Laws and Policies of Judo Manitoba, including Judo Manitoba's Screening Policy and Code of Conduct;
- Will pay any new club application fees required by Judo Manitoba; and
- Will not commence any activities of the proposed club until acceptance of this application is provided by Judo Manitoba.

Signature of Applicant(s):

Applicant Name (please print): _____ Date: _____

Applicant Signature: _____

Applicant Name (please print): _____ Date: _____

Applicant Signature: _____

Signature of Head Instructor (if not one of the Applicants):

Head Instructor Name (please print): _____ Date: _____

Head Instructor Signature: _____