Policy Statement

Intent
This policy document is concerned with the eligibility of Clubs to be part of the ‘Find a Club’ function on Australian Taekwondo Limited (AT) website. It determines the eligibility of the club, and its branches to be featured in the ‘Find a club’ Function.

Objectives
To apply fairness in the eligibility of clubs and their branches to receive the benefit of being part of the ‘Find a Club’ function on the AT website. To balance recognition of our clubs with their support of AT.

Scope
Board, State Members, Staff, Head Instructors and Instructors.

Policy Principles
1. To apply fairness when assessing the eligibility of clubs.
2. To recognise and provide a benefit to clubs who support AT with their membership.

Find a Club Function
The AT website will have a function that enables users to input their postcode, and select a radius in which they would like to find a Taekwondo Club. When this information is input the function shows the user a list of clubs and their contact details that match their criteria.

Eligibility Criteria
In order to be part of the ‘Find a club Function the Club must have a minimum of a Level 2 (25) membership package with AT as part of its main branch. This can include the Head Instructor and Instructors.

In order to have any further branches of the club in the Find a Club function their branches must have a minimum of twenty (25) registered members of the branch.

If the club or branch is small with less than twenty-five members, and all of them are registered with AT, an application must be made in writing to AT for inclusion.

Information to be provided
Clubs must provide the following to be listed on the Function:
- Registered Logo
- Address
- Telephone number
- Email address
- Website address (if they have one)
Associated Policies and Procedures
STAL Constitution.

Accountabilities
- Implementation: CEO
- Compliance: Board
- Monitoring and Evaluation: Membership Admin/CEO
- Development and Review: Membership Admin
- Interpretation and Advice: Membership Admin/CEO

Who Should Know This Policy
1. All Authorities Delegated within this policy are responsible for knowing this policy and procedures that support this policy.

2. The Board is responsible for the approval and maintenance of this policy.

3. The Chief Executive Officer is responsible for implementation and ensuring adherence to this policy and for educating users in the content of supporting policies.

How Will The Effectiveness Of This Policy Be Measured?
1. Membership numbers
2. Number of clubs using the find a club function.
Policy: ‘Find a Club’ Eligibility

Document Management

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