

QUIDDITCHUK CLUB AND TEAM MEMBERSHIP POLICY

Definitions

1. Club

- a. *Member groups of QuidditchUK formed of members of any number of individuals who have registered to that specific group.*

2. Team

- a. *Subsidiary of a club which competes in tournaments and events.*
- b. *A club may have any number of teams.*
- c. *A team may have no more than 21 members competing at an official QuidditchUK event.*

3. Member

- a. *An individual who is a member of either a club or QuidditchUK itself.*
- b. *Not necessarily a player, but is officially registered with a club and/or QuidditchUK.*

University clubs

A University club is a quidditch club that is officially affiliated with a University or College, OR a club that is unaffiliated with a University or College, but with a majority of its members being students.

University affiliation may be through any student social and/or sporting association that the University or College oversees.

University clubs which are designated as such on the basis of student numbers rather than direct University affiliation must disclose their status to QuidditchUK at their founding. This club status cannot be changed after the fact. Educational status of club members may also be verified to ensure fairness within relevant leagues and registration processes.

A University club may have student or community members without restriction unless specifically prohibited by the university. **Please note that restrictions may apply for Community players who compete on University teams, per the Tournament Roster Cap Policy.**

University clubs may enter teams to compete in the following official events. Please note that some events do have qualification restrictions.

- *University Cup;*
- *University league fixtures;*
- *Development Cup;*
- *European Qualifier Tournament (qualification required);*
- *British Quidditch Cup, University Division (qualification required);*
- *European Quidditch Cup (qualification required).*

University clubs and their teams cannot compete in the following events:

- *Community league fixtures;*
- *British Quidditch Cup, Community Division (qualification required).*

Community clubs

A Community club is any quidditch club that has no affiliation with any University or College, and operates independently from any student social and/or sporting associations. A Community club may have student or community members without restriction.

Any club that receives financial support from an educational institution cannot be classified as a Community club.

Community teams may compete in the following official events. Please note that some events do have qualification restrictions.

- *Community League Fixtures*
- *Development Cup*
- *European Qualifier Tournament (Qualification Required)*
- *British Quidditch Cup, Community Division (Qualification Required)*
- *European Quidditch Cup (Qualification Required)*

Community clubs and their teams cannot compete in the following events:

- *University Cup*
- *University League Fixtures*
- *British Quidditch Cup, University Division (Qualification Required)*

Club Membership entitles clubs to:

- One team membership
- Access to QuidditchUK training and resourcing
- Use of QuidditchUK Public Liability Insurance
- Access and permission to use QuidditchUK and International Quidditch Association logos on club and/or team uniforms.
- QuidditchUK Policy review and veto per club Veto Policy
- Attendance and input to General Forum meetings held regularly by QuidditchUK
- Attendance and input to Annual General Meetings held regularly by QuidditchUK
- Clubs may send representatives to the Annual QuidditchUK Awards Dinner.
- Representation by QuidditchUK to Quidditch Europe and the International Quidditch Association
- Access to coaching initiatives provided or discounted by QuidditchUK, including but not limited to:
 - *Access to club Grants and Funding*
 - *National team Expansion Squad coaching*
 - *Referee Coaching Workshops*
 - *Snitch Coaching Workshops*
 - *Inclusion under QuidditchUK's Public Liability Insurance*

Once purchased, membership will be active throughout the QuidditchUK season. club Membership is not refundable or transferable under any circumstances. clubs may have any number of registered members and registered teams.

TEAM MEMBERSHIP

A single team membership is included with a purchase of club membership, though additional team memberships may be purchased. Registered teams may compete at QuidditchUK official and accredited events. A team is made up of no more than 21 players and teams are subject to the [QuidditchUK Minimum Roster Policy](#). Each team must have an individual name that is distinct from any other team name within QuidditchUK.

Team Membership is not refundable or transferable under any circumstances.

Per the Tournament Roster Cap Policy, **University teams** will have the following restrictions placed upon them regarding Community Members that can compete with them. These caps apply for all official QuidditchUK Tournaments and the European Quidditch Cup.

- **2020/2021 - No Restriction**
- *2021/2020 - Student : Community players at a ratio of 2:1 to a maximum of SEVEN Community Players.*
- *2021/2022 - Student : Community players at a ratio of 3:1 to a maximum of FIVE Community Players.*
- *2022/2023 - Student : Community players at a ratio of 4:1 to a maximum of FOUR Community Players.*

CLUB RESPONSIBILITIES

Clubs must adhere to:

- **All QuidditchUK Policies**
- **All European Quidditch Federation Policies**

Clubs must appoint a manager to:

- *Represent the club to QuidditchUK at General Forums;*
- *Be the first point of communication for QuidditchUK queries;*
- *Be the first point of communication for external parties reaching out to the club;*

A manager does not have to be a Captain, Coach, or President. However they must be an active member within the club and have access to club communications.

Clubs must have at least one active team.

Clubs are expected to create and grow a club and environment that champions quidditch as a sport, and maintains and upholds the sport's values.

Clubs are expected to source and provide volunteers for tournaments, as required by QuidditchUK.

Clubs must submit relevant tournament information on teams and/or players in a timely manner when requested.

Clubs must make payments for tournaments and other QuidditchUK services in a timely manner.

Clubs may RSVP to send a representative to General Forum meetings held by QuidditchUK.

Clubs must set realistic standards and goals for their members to achieve, whether competitive, development, or social.

Clubs must be open and inclusive to all people regardless of the following

- Sex
- *Gender identity*
- *Sexual orientation*
- Race
- Religion
- *Athletic ability*

Clubs may turn people away for the following reasons:

- *Student Member wishing to participate with a Community team*
 - *Clubs must be consistent with this reasoning, and cannot turn away 'good' or 'bad' student members.*
- *Community Member wishing to participate with a University team*
- *Clubs hosting 'closed' training sessions in the lead-up to an important tournament*
- *Demonstrable attitudinal or behavioural issues or history with the club or individuals within the club*

Clubs must organise and allocate their members into teams for the purpose of tournaments and matches.

Clubs are autonomous in their selection of players for teams at tournaments.

Clubs with multiple teams may move their players between teams freely without informing QuidditchUK. However, some inter-team transfers are still subject to transfer policy:

– **EQT Qualifier Policy**

– **Development Cup team Policy**

– **Accredited Events Roster Limitation Policy**

Clubs should set their own standards and expectations for players who wish to compete in a team.

Players not being selected for a team based on athletic ability, attitude, or previous misconduct will not be seen as unfair discrimination by QuidditchUK.

Clubs must oversee the coaching and training of their own members.

Clubs must oversee and manage their own members.

Clubs are expected to have and uphold policies for their members, as per below. They can be club policies, policies belonging to a student union, or point directly to specific QuidditchUK policies.

- *A code of conduct.*
- *A sexual harassment policy.*
- *An anti racism policy.*

Clubs must inform QuidditchUK of serious misconduct of any of their members that has been/is being investigated by the club, regardless of the outcome. This includes:

- *Sexual harassment*
- *Sexual assault*
- *Physical assault*
- *Racism against a member(s)*
- *Racial, homophobic, or transphobic discrimination*
- *Gross negligence of, or embezzlement of club funds or resources*

Clubs must raise issues or complaints to QuidditchUK through proper and official channels. This includes:

- *Emailing volunteers@quidditchuk.org;*
- *Utilising the contact form found on the QuidditchUK website;*
- *Approaching a member of QuidditchUK Leadership.*

Communications between clubs and QuidditchUK volunteers on social media are not official forms of communication.

TEAM RESPONSIBILITIES

Teams must appoint a Speaking Captain to represent the team during the course of the tournament.

If a Speaking Captain leaves, is ejected from, or is suspended during the tournament, the team must appoint another Speaking Captain to represent the team for the remainder of the tournament.

Teams must be made up of no more than 21 players.

Teams must abide by the Tournament Roster Cap Policy.

Teams must abide by the [Event Minimum Roster Policy](#).

Teams must abide by the [Event Discipline and Suspension Policy](#).

Teams must abide by any other tournament-specific policies set out by QuidditchUK.

Teams must provide the sufficient number of volunteers as required by QuidditchUK.

QUIDDITCHUK RESPONSIBILITIES

QuidditchUK must provide regular updates and communications on their work, events, projects, and activities.

QuidditchUK must provide regular opportunity for input, criticism, and feedback for clubs to give QuidditchUK on behalf of their members.

QuidditchUK must provide official channels and avenues for clubs to communicate with them.

QuidditchUK must provide a regular General Forum for clubs to voice their ideas and concerns to QuidditchUK.

- *General Forums should happen no less than once every three months.*
- *General Forums must be open to all registered QuidditchUK clubs.*
- *General Forums should be advertised and communicated directly to clubs.*
- *Feedback taken from clubs at General Forums should be used to inform and influence important decisions made by QuidditchUK.*

QuidditchUK must provide timely, regular, and accurate reports on their events, public feedback, resources, volunteers, and finances to its clubs.

QuidditchUK will take on club feedback and criticism to take to both the European Quidditch Federation **and/or** the International Quidditch Association.

QuidditchUK will provide their own representatives and their clubs for international discussions.

QuidditchUK will provide regular events for their clubs to compete at, including but not limited to:

- *University Cup*
- *University Leagues*
- *Community Leagues*
- *European Qualifier Tournament (Qualification Required)*
- *Development Cup (Restrictions Applied)*
- *British Quidditch Cup (Qualification Required)*

Events that require qualification will have their specific requirements communicated to clubs no less than 60 days before the tournament start date.

QuidditchUK must uphold and enforce its policies on clubs and members that do not adhere to the policies set out by QuidditchUK.

QuidditchUK may take disciplinary action against any individual member, team, or club that breaks its rules. This includes but is not limited to:

- *All active policies listed on the [QuidditchUK Policies Page](#).*
- *All policies set out by the Events Department for a specific QuidditchUK tournament.*
- *All policies set out by the European Quidditch Federation.*
- *All policies set out by the International Quidditch Association.*
- *Any action taken by an individual or club that the Executive Management Team deems to be exceptionally egregious, at their sole discretion.*

CLUB OFFENCES

The following discrimination offences apply to all QuidditchUK clubs, and their members. This list is non exhaustive:

- *Publicly or privately demonstrating hate towards any individual, group, race, gender, sexuality, religion or ethnicity.*
- *Refusing either publicly or privately to observe any individual's preferred gender identity after multiple corrections.*
- *Refusing either publicly or privately to allow an individual into the club on the grounds of their race, gender, sexuality, religion, ethnicity or athletic ability.*
- *Exhibiting any other kind of behaviour or action which is deemed racist, sexist, gender-based, homophobic, transphobic, motivated by religious hatred, or anything deemed to be equivalent.*

The following offences apply to all QuidditchUK clubs:

- *Failing to observe a ban or suspension knowingly given to one of their members by QuidditchUK;*
- *Engaging in violent physical behaviour as a club;*
- *Publicly or privately using offensive or violent behaviour to intimidate other members, teams, or clubs;*
- *Failing to pay QuidditchUK fees within required deadlines;*
- *Refusing to pay QuidditchUK fees outright;*
- *Speaking publicly on behalf of QuidditchUK without prior written permission;*
- *Displaying attitude or conduct on a quidditch pitch or in a quidditch environment which brings and/or threatens to bring QuidditchUK into disrepute by association of membership;*
- *Allowing a member to continue serving in a club or team leadership position when they have committed an egregious act. (QuidditchUK will investigate this on a case-by-case basis, to ensure we adhere to any club, Student Union, or University constitutions as required.).*

CLUB DISCIPLINARY PROCESS

The disciplinary process must begin with a formal complaint against a club.

It is important to note that any club-wide punishment will also be implemented against their member base as a whole. In severe cases, such as seasonal or lifetime bans, individual member cases will be reviewed by the Executive Management Team on a case-by-case basis.

1. The official complaint is registered through the QuidditchUK website via the '[Contact Us](#)' form.

Complaints should detail:

- *The nature of the complaint;*
- *Information such as times and dates of offences as described above.*

2. An appropriate individual is decided to oversee the disciplinary process, known as the assessor, no later than two weeks after receiving the complaint. Conflicts of interest are taken into account to select the assessor.

The list of candidates, shown from high to low priority, are given:

1. *The Teams Director;*
2. *Another volunteer in the teams Department;*
3. *The QuidditchUK Vice President;*
4. *The QuidditchUK President;*
5. *An eligible member of the Executive Management Team, chosen at random.*

3. The assessor should approach individuals and seek out evidence associated with the complaint. This will be conducted by the assessor in a discrete manner and they will not discuss the process, decisions or evidence presented outside of conversations with the assessor or assessors. Evidence may include but is not limited to:

- *Statements from witnesses, involved parties, other relevant individuals and the provider/s of and subject/s of the complaint;*
- *Resources such as records, footage, social media or other notable, relevant evidence;*
- *Other relevant sources deemed to represent or clarify the nature of the complaint.*

4. Taking into account the evidence acquired, the assessor will determine whether or not the complaint is valid and consequently, whether the complaint will be dismissed or carried forward. The provider/s and subject/s of the complaint will be informed of the assessor's decision with a short explanation as to why.

- *Complaints must be no longer than 500 words;*
- *In the case of the dismissal of a complaint, the provider may choose to appeal the decision. In this case, see Stage 9 for further details.*

5. If the complaint is carried forward, disciplinary action against the subject of the complaint will begin. The assessor will use a number of criteria to determine the severity of the complaint.

The criteria for determining severity of the complaint includes:

- *The affiliation of the subject/s to QuidditchUK*
- *The type of offence, namely: discrimination, abuse, sportsmanship or miscellaneous.*
- *The extent of an offence or offences, including duration and number of offences*
- *The disciplinary history of the subject/s of the complaint*

Where a complaint includes multiple parties, this process will be applied to each individually.

From this point up until the decision on disciplinary action, if an offence is determined by the assessor to be unique, contentious or notably severe, they can refer the subject/s of the complaint directly to a disciplinary committee, disregarding stages six to eight detailed below.

6. Following assessment of the complaint, a report should be produced by the assessor, no more than 1000 words.

This report should be completed no later than **two** weeks from the receipt of the complaint.

The report should cover:

- *Whether or not QuidditchUK considers the subject/s of the complaint to have committed any disciplinary offences, and if so what disciplinary action is to be taken.*
- *Each disciplinary offence covered in the initial complaint with an explanation as to whether these offences were deemed to have been committed and why.*
- *The report should conclude with the action recommended and carried forward by QuidditchUK, if any, to address the complaint.*

7. This report will be submitted and reviewed by a previously un-involved member of the QuidditchUK EMT to confirm whether it is consistent with the facts as they understand them and consistent with QuidditchUK core values. They should also review the standard of the report to ensure it is clear and of a professional standard that can be distributed outside of QuidditchUK;

If the report is deemed to fail this stage by the reviewer, it will be returned to the assessor with the issues listed for redrafting.

If the report is deemed to meet criteria for consistency and presentation:

- *The report will be shared with the provider/s and subject/s of the complaint and the QuidditchUK President.*
- *The identity of the provider/s remains confidential when distributing the report to the subject/s of the complaint.*
- *Before receiving the report, all recipients should sign an agreement not to share the report whilst the disciplinary process is still ongoing. Sharing the report having signed this agreement can result in further disciplinary action.*
- *A summary of the report shall be released to the relevant individuals following completion.*

This process should be completed within one week of the report being submitted.

8. A period, typically two weeks, should be determined and made known by the assessor within which either the provider(s) or the subject(s) of the complaint may appeal against the findings of the disciplinary inquiry and/or the disciplinary action taken.

An appeal must be lodged by a provider or subject (or both) of the complaint by means of an email to the assessor. No details are required in this email other than the desire to appeal; all exposition should be given in the disciplinary hearing.

If an appeal is lodged, a disciplinary hearing must take place. If it is not, the process will proceed onwards.

9. A disciplinary hearing must be held within two weeks of the appeal being registered, and must be attended by a disciplinary committee. This disciplinary committee is to be chaired by a member of the EMT who has previously been uninvolved in and had no links with the disciplinary process in question. In addition to the chair, the disciplinary committee should consist of the President or Vice President of QuidditchUK.

- *If the subject(s) of the complaint include a QuidditchUK volunteer, then the disciplinary committee should include that volunteer's director and (where one exists) their manager.*
- *If the subject(s) of the complaint include a QuidditchUK member club or member player, then the disciplinary committee should include the Outreach Director and the Development Director.*
- *If the subject(s) of the complaint include a QuidditchUK member referee or member snitch runner, then the disciplinary committee should include the Gameplay Director.*
- *Note that in all of these cases, multiple roles in the disciplinary committee **cannot** be filled by the same individual. Additionally, if they are not included in any of the above, the original assessor of the complaint should be included on the disciplinary committee.*

10. The disciplinary hearing must include the entirety of the disciplinary committee, in addition to the individuals raising the appeal. During the hearing, the appealing parties are required to tell the complete truth and must answer any questions which are asked by the disciplinary committee. The appealing parties are entitled to speak for up to ten minutes each about why the action taken was inappropriate.

- *If the appealing parties include a member club, then they should be represented by their registered representative in the disciplinary hearing.*
- *If a complaint was passed by the assessor to a disciplinary hearing without appeal, then the subject(s) of the complaint are to be present at the hearing, and have ten minutes to speak in their defence.*

11. The disciplinary committee are empowered during the hearing to uphold or dismiss the complaint, whatever the original decision made. They are also empowered to amend the disciplinary action decided upon as they see fit. The final decision must be passed by at least a fifty-one percent vote in the disciplinary committee.

In the event of a tied vote, the chair of the disciplinary committee is obliged to cast a second vote which will decide the outcome, and abstention in this second vote is not an option.

In the event of an appeal being lodged by the subject(s) of the complaint where the complaint has been upheld, the disciplinary committee will typically increase the severity of the disciplinary action recommended if they judge the appeal to have been unfounded.

Note that the conclusions of the disciplinary committee are final; there can be no appeal once a disciplinary hearing has been conducted.

12. If an appeal has been submitted, then the assessor's report should be amended by the chair of the disciplinary committee to incorporate the appeal and reflect any changes resulting from it. If any changes are made, it should be redistributed to the relevant individuals.

When this is done, or if no appeal is submitted within the set date, then the disciplinary process should be considered concluded.

13. When the disciplinary process is concluded, any disciplinary action decided upon should be implemented immediately.

Additionally, the assessor or the chair of the disciplinary committee (depending on whether an appeal was heard or not) should ask the provider(s) of the complaint whether they wish the report to be shared.

If no reply or a negative reply is received, no public mention of the report should be made.

If there is no provider of the complaint then the disciplinary committee will decide whether the report should be published.

If all of the complaint providers (or in a case where there is no complaint provider; members of the disciplinary committee) unanimously agree to its publication, then the report should be published on the QuidditchUK website alongside a brief summary of the initial complaint.

14. Following the decision by a disciplinary hearing, the action will be implemented.

For club wide punishments with multiple teams, this will be applied to **all** teams within the club.

Possible outcomes include:

- *Written warning;*
- *Match forfeit;*
- *Tournament forfeit;*
- *Denial of access to QuidditchUK partner products and/or services;*
- *Denial of allowance to compete in international events, such as European Quidditch Cup;*
- *Season ban;*
- *Lifetime club ban.*

SUSPENSION PROCEDURE

1. The suspension is recorded officially against a club's disciplinary profile.

- *Formal written warnings are held on record until the end of the following season.*
- *club suspensions are held on record for no less than two years.*
- *club bans are held on record for life.*

The period of suspension is determined and administered based on the severity of the transgression, as determined by a disciplinary committee.

2. Once the penalty has been determined, an announcement detailing the length and reasoning for the suspension will be published on the QuidditchUK website. clubs will have **one week** to appeal the punishment between the point at which the suspension is decided upon and an announcement being made.

3. In extreme instances where QuidditchUK membership is revoked for the duration of the suspension, players from that club will be treated as suspended players and cannot transfer or play with any other QuidditchUK team.

Any individual is not permitted to participate in events as a player or take on duties as a volunteer in events or attend QuidditchUK meetings as a volunteer.

In extreme cases which result in a club-wide season and/or lifetime ban, any individuals who were entirely uninvolved will be approached by QuidditchUK to determine if they may continue to compete with another club.

Suspended players are considered illegal players. Any team caught fielding a suspended player automatically forfeits the match. See the [QuidditchUK Suspension Policy](#).

4. Once the period of suspension has finished all effects of the suspension are lifted and the club and it's members can regain membership and the ability to participate at events if they were unable to do so during the suspension.

If you have any questions, comments, or queries – please visit www.quidditchuk.org/contact