

Western Karate Union



CONSTITUTION & RULES

Fifth Edition – Revised and Approved at AGM on 2nd July 2017

Signed

Alan Flook, Chief Instructor

Signed

Andrew Gunton, Chairman

Two handwritten signatures in black ink. The top signature is 'Alan Flook' and the bottom signature is 'Andrew Gunton'. The signatures are written in a cursive, flowing style.

NAME The Name of the Association shall be the WESTERN
KARATE UNION, hereinafter referred to as the WKU.

AIMS

The aims of the WKU shall be to:

1. Provide a climate where members of the WKU can study the art of Karate, methods of coaching and development of Karate skills.
2. Represent its members, where desirable and possible, on local, regional, national and international governing bodies.
3. Organise and regulate tournaments and courses of instruction for the benefit of its members.
4. Regulate and control the promotion, training, licensing, examination and certification of karateka within the WKU.
5. Do all such things as are incidental or conducive to the aims of the WKU.
6. The WKU is a not-for-profit organisation and if any profit is made in any year the proceeds will be put back into the association's funds for the following year.
7. No member may have monetary gain from the association's income but may claim reasonable expenses.
8. Follow the national guidelines in all aspects of equal opportunities.

MEMBERSHIP & AFFILIATION

1. Applications for membership by clubs shall be made to the WKU executive committee.
All instructors must have a DBS check through the Western Karate Union.
2. Clubs wishing to apply for membership shall supply to the executive committee evidence of ability to satisfy the following requirements, namely that they:
 - a) Shall follow the standards created and set out by the WKU, or shall reach those standards within twelve months of their initial application.
 - a) May be of any size, but will meet at least once weekly at suitable premises.
 - b) Shall have a secretary, an organiser, or a formal control committee including both a secretary and organiser.
 - c) May have both amateurs and professionals as members.
 - d) Shall on acceptance by the WKU, abide by the spirit and current rules of the WKU as promulgated in this constitution and its rules.
 - e) Shall (for record purposes only) supply on request of the executive committee, administrative data of their clubs.
 - f) Club instructors and coaches are expected to give full support to WKU courses and functions.
3. WKU reserves the right to refuse membership (club or individual) without explanation.

AGE LIMITS

The recommended minimum age limit is 5 years old. Accepting a lower age will be at the discretion of the resident instructor. There is a recommended age limit of 75. Accepting a student over the age of 75 will be at the discretion of the resident instructor on condition that correct and appropriate

insurance may be obtained. However medical considerations and declarations may require that membership is refused.

INDIVIDUALS

1. Members of registered WKU clubs will automatically be members of the WKU through their clubs when they have applied, paid for and received WKU individual licences.
2. Each member shall at all-time hold a WKU licence and grading book which is obtainable on application to the Registrar. This licence, when current, will entitle members to appear before authorised WKU grading examiners, and will serve as the record of the member's grade. The licence will be renewable each year on payment of a fee decided by the executive committee for that year. It will also entitle a member to compete in contests and courses organised by the WKU
3. Members joining from other karate organisations will be subject to the grading regulations set out in the rules of this constitution.

EXECUTIVE COMMITTEE

1. The WKU shall be controlled, managed and organised by the executive members.
2. An executive committee meeting may be convened by the request of any three members of the executive committee through the Secretary and will meet periodically for the dispatch of business and will adjourn and resume its meetings at its own determination.
3. For committee matters a quorum will be at least one member from a minimum of three different clubs plus the chairman or secretary.
4. All questions will be decided by a simple majority of the committee members, inclusive of postal and or proxy votes, at a quorate meeting properly convened. In the event of a tie the chairman shall have a casting vote.
5. If the chairman of the WKU is not present within 15 minutes of the time stipulated for the commencement of a meeting of the executive committee, the vice-chairman would take over the chairing of the meeting. If the vice-chair is also not present, the executive members present shall elect a chairman for the meeting.

DUTIES OF THE COMMITTEE

The duties of the committee shall be to:

1. Carry out the aims of the WKU
2. Provide for the administration, management and the control of the affairs and property of the WKU and as far as possible, to assist member clubs.
3. Appoint professional accountants annually to prepare the accounts.
4. Conduct the local, regional, national and international activities of the WKU and appoint such representatives as are deemed necessary to achieve these aims.
5. Make such rules as may from time to time be deemed necessary for the running of the business of the WKU.
6. Supply from the members, representatives for meetings of local, regional, national and international all style karate bodies.
7. Seek appropriate legal advice when necessary.
8. Co-opt a new member or members as and when they consider necessary.
9. Remove a fellow executive member if they consider it necessary, this could only be done by a unanimous vote of the remaining executive. Who are not members of the same club as the candidate for removal.

ANNUAL GENERAL MEETING

An annual general meeting will be held each year, the date, time, place and venue to be decided by the executive committee. Notice, giving details, will be sent to member clubs at least forty two days in advance of the AGM. Items for inclusion in the agenda shall only be accepted from WKU member clubs and shall be notified to the Secretary, in writing, at least twenty-one days before the AGM.

EXTRAORDINARY GENERAL MEETING

The secretary and chairman may convene an EGM at any time in co-operation, or by the committee as a whole. An EGM must only be convened in order to discuss urgent business.

THE ASSOCIATION'S YEAR END ACCOUNTS

1. The WKU's financial year shall run from the 1st January to 31st December each year.
2. Proper books of account and a banking account shall be kept. These shall be produced by the treasurer at the annual general meeting of the WKU in each year, together with an independent statement of income and expenditure and balance sheet for the previous financial year prior to such annual general meeting.

VOTING AT GENERAL MEETINGS

1. Voting at general meetings shall be by a voting card authorised and issued for use by the executive committee and produced at the meeting by the person to whom it is issued. Proxy and postal votes will be accepted at the AGM.
2. The chairman shall, in the event of a tie, have a casting vote.

SUB COMMITTEES

The executive committee will have the power to create from its own body or from the WKU in general, sub-committees for the specific purposes (e.g. local championships, national and international events, demonstrations, etc.)

RULES

The executive committee will have the power to make, change or rescind any rule.

TECHNICAL COMMITTEE

The members of the technical committee will be invited to join and dismissed by the chief instructor. Members of the technical committee must hold a minimum grade of 5th Dan.

DUTIES OF THE TECHNICAL COMMITTEE

1. To maintain the technical standards of the WKU
2. To advise the executive committee on all technical matters.
3. To propose dan grade promotions of 4th dan and above.
4. To propose honorary Dan grades.

PROMOTIONS

Recommendations for promotion within the kyu and dan grades will be as follows:

1. Promotion into and within dan grades will be recommended by examiners as follows:
 - a) The recommendations will be made by the majority of the grading panel all of whom shall be at least one dan grade higher than the level being examined whilst all must hold the minimum grade of 3rd dan.
 - b) Promotion to the grade of 4th dan and above will only be given if two-thirds of the technical committee agrees and such promotions will be subject to final approval by a majority of the executive committee. In the event of a physical 4th dan and above grading, see item (a) above.
 - c) Proposals for honorary dan grades will be proposed by the technical committee and will only be given if two-thirds of the technical committee agrees and such promotions will be subject to final approval by a majority of the executive committee.
 - d) The dan grading panel will be made up from senior grades of the executive committee; other instructors may be invited on when required with the agreement of the panel.
2. Promotions will not take effect until they have been registered with the WKU registrar.

REGISTRATION

The WKU registrar will keep a register of all promotions.
Any WKU member may make reference to these registers.

INTERPRETATION

The sole authority for the interpretation of the constitution and rules of the WKU will be vested in the executive committee of the WKU

COMPLAINT PROCEDURE

1. Should any complaint be received from any source about the conduct of any member or club, the executive committee shall consider the same. Any complaint shall be supported by written evidence. Those against whom the complaint is made shall be given the opportunity to prepare and state their case having been given proper written notice of the complaint and supporting evidence, in writing. If, in the opinion of the executive committee the conduct of any club or individual member is found, on investigation and appropriate legal advice taken, to be detrimental to the interests of the WKU, the executive committee shall have the power to suspend, expel or administer a penalty on such club or individual, having given the club or individual notice in writing by first class recorded delivery of its decision. On receipt of such notice the club or individual shall have the right of appeal to the executive committee or a sub-committee formed for such purpose after giving notice within 14 days of the posting of the decision notice.
2. An expelled club or member shall immediately cease to have any rights and privilege of membership of the WKU

ALTERATIONS TO THE CONSTITUTION

1. This constitution may only be altered by a resolution passed by majority of the voting members or proxy present at a properly convened general meeting of the WKU
2. The secretary shall receive a resolution for the alteration of the constitution at least 21 days before the annual general meeting at which the resolution is to be brought forward.

DISSOLUTION

If the WKU is dissolved and there remains, after satisfaction of all its debts and liabilities, any money or other property whatsoever, the same shall not be paid to applied or distributed among members of the WKU but shall be applied to the furtherance of such objects similar to those of the WKU as may be determined at or before the dissolution of the WKU by the executive committee, and if and so far as effect cannot be given to the foregoing provision then to any charitable purpose connected with physical training or recreation, but not otherwise.

GRADINGS (See Promotions)

Criteria for Examinees: -

1. All kyu grading waiting times are at the discretion of the club senior instructor.
2. Members of WKU shall be entitled to take a kyu grading examination at the direction of the club instructor.
3. Members of WKU shall be entitled to take dan gradings at the direction of their instructor
4. Before taking any grading all members must have the permission of their club instructor.

Recommended minimum waiting periods for 8th to 3rd Kyu grades.

These time scales assume a minimum training programme of 2 sessions per week and the correct technical ability according to the grade requirements.

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| 8 th Kyu to 7 th Kyu | 3 Months – Minimum |
| 7 th Kyu to 6 th Kyu | 3 Months – Minimum |
| 6 th Kyu to 5 th Kyu | 3 Months – Minimum |
| 5 th Kyu to 4 th Kyu | 3 Months – Minimum |
| 4 th Kyu to 3 rd Kyu | 3 Months – Minimum |

The recommended Minimum waiting periods for subsequent grades are:

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|--|--------------------|
| 3 rd Kyu to 2 nd Kyu | 3 Months – Minimum |
| 2 nd Kyu to 1 st Kyu | 3 Months – Minimum |
| 1 st Kyu to Shodan | 6 Months – Minimum |

Minimum Periods between dan grades.

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| Shodan to Nidan | 2 Years – Minimum |
| Nidan to Sandan | 3 Years – Minimum |
| Sandan to Yondan | 4 Years – Minimum |
| Yondan to Godan | 5 Years – Minimum |
| Godan to Rokkudan | 6 Years – Minimum |

Criteria for Examiners.

1. Karate-ka of Shodan grade may conduct gradings for students up to and including 3rd kyu providing they have held the grade of Shodan for at least 1 year.
2. Karate-ka of Nidan grade may conduct gradings for students up to and including 2nd kyu providing they have held the grade of Nidan for at least 1 year.
3. Karate-ka of Sandan grade may conduct gradings for students up to and including 1st Kyu providing they have held the grade of Sandan for at least 1 year.
4. All Dan grades must be 21 years or over before they can conduct a grading.
5. Dan gradings will be conducted by a panel made up of senior grade members of the WKU selected by the Chief Instructor.
6. Dan grades who return to membership / training after a period of more than one year will be subject to a re-assessment of their grade. Dan grades in this category may not undertake gradings until they have been re-assessed and their grade verified.
7. Kyu grades who return to training/membership after a period of one year or more of no training will be subject to the requirements of their resident club instructor.
8. Dan grades from other federations or bodies, accepted into membership by WKU, will be liable to a grade assessment by the executive members of WKU. There will be a minimum wait period of six months from the commencement date of their WKU licence before further promotion may be attempted.
9. The minimum age to be eligible to grade for Dan grade shall be 10 years.
10. The highest level physical grading shall be 5th Dan.
11. All Second Dan and above candidates aged 18+ should attend a Referee / Table Official course and assist at WKU competitions

CHILD PROTECTION

The WKU has appointed child protection officers; these officers will have attended recognised courses.