

2011 MEMBERSHIP RENEWALS

Please find attached your annual membership renewal form.

FEES

For members paying fees monthly by standing order there is **no** annual renewal fee and the "renewal" process is simply an opportunity to confirm the details the club hold are up-to-date. For others the annual membership fee is £20 which can be paid by cash or cheque.

The monthly standing orders were introduced after the 2009 AGM. Thanks to everyone for supporting this initiative which has reduced the workload of the club's volunteers significantly.

SCOTTISH ATHLETICS MEMBERSHIP

All club members should also be members of Scottish Athletics. Membership of Scottish Athletics is required to compete for the club and leagues can deduct points if athletes are competing without an up-to-date membership. Annual membership fees for Scottish Athletics are £8 for under 21s. If your club renewal form indicates that your Scottish Athletics membership has expired, please call their membership hotline to renew (0131 476 7321) or complete the attached form.

COMMUNICATION

The main form of communication within the club is via email and the club website. The website is updated several times per week and contains the latest information, with an email summary of club news sent out monthly.

If the club don't have an email address for you, it would be very useful if one could be provided. For members under 16, we also recommend that you include a parent/guardian's email address.

ATHLETE CONDUCT / BEHAVIOUR

The coaches have asked that athletes/parents are reminded about conduct:

- Athletes should come to training prepared with a drink, appropriate clothing (especially important if training outside) and footwear that is suitable for running - not plimsolls or fashion trainers.
- Athletes shouldn't be eating sweets or crisps immediately before or during training.
- Mobile phones should not be used during training.
- League selection forms should always be returned, even if you aren't available.

All club members are expected to abide by the club's constitution and code of conduct at all times. The constitution is available on the club website and the code of conduct is attached.

KIT

All athletes must have their own club vest. Club kit, including vests, crop tops and hoodies, can be purchased on Wednesday nights at the end of the training session.

Other running kit can be purchased from "Run & Become", 66 Dalry Road, Edinburgh, where club members get a 10% discount.

VOLUNTEERS

The club is run by volunteers. Members, or the parents/guardians of junior members, are expected to assist those volunteers in some capacity each year.

At the AGM in November 2010 it was approved that for the 2011 season the club will operate an officiating rota to cover the club's quota of officials at league matches and to provide officials for club events. A rota for the summer season will be released before the end of March.

These officiating duties are usually as simple as raking a long jump pit or collecting shots/javelins. Previous experience of athletics is not required or expected. The events are managed by qualified officials and full guidance is always given.

RENEWAL FORMS

Please return signed renewal forms, with payment if required, to the club desk, your coach or the club secretary by Wednesday 23rd February 2011.

Thanks!

CODE OF CONDUCT

Livingston & District AAC want to encourage and support its members in the sport of athletics, whether as athletes, coaches, officials or volunteers.

Athletes are asked to abide by the following code of conduct at all times:

- Be organised and on time for training and competitions, and ensure you have all required equipment including appropriate clothing, footwear, food and drink.
- Co-operate fully, respecting all requests and decisions made by the coaches, helpers, officials and administrators.
- Treat others with respect and fairness and do not disrupt training sessions with bad behaviour.
- Inform your coach of any other coaching that you are seeking or receiving.
- Inform your coach if you are unwell or injured.
- Always thank the coaches and officials who enable you to participate in athletics.
- Act with dignity and display courtesy and good manners towards others.
- Challenge inappropriate behaviour and language by others.
- Never engage in any inappropriate or illegal behaviour.
- Avoid destructive behaviour and leave athletics venues as you find them.
- Take care of all equipment you use when training and competing.
- Notify a responsible adult if you have to go somewhere (why, where and when you will return).
- Do not respond if someone seeks private information unrelated to athletics such as personal information or home life information.
- Never accept lifts in cars or invitations into homes on your own without the prior knowledge and consent of your parent/guardian.
- Use safe transport or travel arrangements.
- Report any suspected misconduct by coaches or other people involved in athletics to the club welfare officer as soon as possible.
- Do not use mobile phones during training sessions unless their use is agreed by your coach.