# **Sexpression Society Constitution**

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14. **Name**
	1. The Club/Society's name shall be Sexpression SGUL

2.0 **Aims and Objectives**

* 1. The aim of the Club/Society shall be to provide reliable information about sex, relationships, sexuality and contraception to young adults in order for them to make informed decisions about their body.
	2. The aim shall be achieved by training volunteers by the committee and these committee members liaising with local schools and youth groups to organise education sessions. These educational sessions will be structured by a programme presented and discussed with school teachers or youth group leaders prior to the session. Refresher sessions and briefings will be held for volunteers before teaching sessions.
1. **Membership**
	1. Membership of the Club/Society will be open to all members of SGSU in accordance with SGSU Constitution and Policy.
	2. Members of the Club/Society shall act in accordance with SGSU Constitution and Policy.

4.0 **Subscriptions and Finance**

4.1 A membership fee is required from all Club/Society members. The Club/Society Officials shall determine this fee and are responsible for its collection.

* 1. The Club’s/Society’s financial matters shall be dealt with in accordance with SGSU Constitution and Policy.
1. **Club/Society Officials**
	1. An elected committee will conduct the running of the Club/Society.
	2. The committee shall ensure that the Club/Society abides by this Constitution.
	3. The committee will consist of the following officers who shall

be members of SGSU:

* President & Schools Liaison
* Vice President & Schools Liaison
* Treasurer
* Secretary
	1. The committee will serve for one academic year.
	2. As the society expands committee members can add additional members for additional roles within the society during the academic year by election within the society by its members.
1. **Duties of Club/Society Officials**
	1. The Society President & Schools Liaison is responsible for:
* Coordinating members in teaching.
* Ensuring smooth running of the society by its committee.
* To coordinate meetings for the society and committee, and ensure the committee meets during term time.
* To ensure the branch runs out of the @sexpression.org.uk email that all committee members have access to.
* To build relationships with schools and youth groups.
* To organise and hold training sessions for the societies members.
* Ensure volunteers operating within schools have a valid CRB check.
* Ensure volunteers have received child protection training.
* Provide an up to date educational programme.
* To ensure a meeting with teacher/youth group leader is organised prior to teaching and an agreement is met on what will be covered in the session.
	1. The Society Vice-President & Schools Liaison is responsible for:
* To ensure publicity does not contain specific details of time, location and exact details of the school session.
* To help the president build relationships with schools and youth groups.
* To help the president organise and hold training sessions for the societies members.
* To help the president ensure volunteers operating within schools have a valid CRB check.
* To help the president provide an up to date educational programme.
* To help the president to ensure a meeting with teacher/youth group leader is organised prior to teaching and an agreement is met on what will be covered in the session.
	1. The Society Treasurer is responsible for:
* Collecting membership fees from members
* Ensuring members have paid
* Ensure event takings and membership fees are handed in within 24 hours or as near as possible to the Vice President: Finance & Student activities, and no monies are kept in petty cash.
* To be familiar with SGSU’s constitution and policy with regard to financial matters within a society and act in accordance to it.
	1. The Society Secretary is responsible for:
* Keeping members up to date with what training sessions are being run & what volunteer opportunities are available.
* Taking minutes at committee meetings.
* Keeping register of those who have received their teaching training.
* Keeping a register of those who have received child protection training.
* Ensure handover form has been submitted to Sexpression National branch.
	1. All members of the committee is responsible for:
* Ensuring the teaching session report is filled out after every teaching session.
* Ensure they have read the child protection policy of Sexpression UK.
* Ensure handover form is provided to the National committee.
* To agree on a programme for teaching and hold a meeting every year to review what is taught.

7.0 **Meetings**

7.1 The Club/Society Committee shall meet regularly during term time.

7.2 Regular Committee meetings are required to discuss all Club/Society matters. Minutes shall be made available to SGSU for ratification.

8.0 **Voting**

8.1 This will take place for the election of Officials and any other issue that the Club/Society deems of importance.

* 1. Only Club/Society members will be entitled to vote.
	2. The results of any election shall be passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity.

9.0 **Changes to the Club/Society Constitution**

* 1. Changes can be implemented if a two-thirds majority is obtained at an annual or extraordinary general meeting of the Club/Society.
	2. Any changes shall be deemed provisional until passed to the Sports/Societies Officer and the General Secretary of SGSU at the earliest opportunity and subsequently ratified.
1. **Clubs/Societies Complaints Procedure**
	1. Any complaints shall be dealt with in accordance with SGSU Constitution and Policy.
2. **SGSU Commitments**
	1. The Club/Society shall adhere to SGSU Constitution and Policy

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1. **Discipline**
	1. Any disciplinary matters shall be dealt with in accordance with SGSU Constitution and Policy.
2. **Declaration**

**I declare that the SexpressionSGUL Society shall abide by this**

**Constitution, drawn up on this 4th day of the 9th month, 2016**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Club/Society President**

Sign, Print and Date

**I declare that this Constitution has been ratified by SGSU and the**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Club/Society is hereby recognized by SGSU**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU Sports/Societies Officer**

Sign, Print and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **SGSU General Secretary**