

REGULATION 1 – REGISTRATION OF COMPETITIVE MEMBERS

DEFINITIONS

“Act” means the Corporations Act 2001 (Cth).

"AGM" or "Annual General Meeting" means the annual General Meeting of the Company required to be held in each calendar year under the Act.

"Appointed Director" means a Director appointed under clause 17.

"LAA" means Australian Little Athletics Inc. trading as Little Athletics Australia.

“Board” means the body consisting of the Directors.

“Club” means a Little Athletics club which is affiliated with a Little Athletics Centre.

“Company” means Little Athletics NSW Ltd.

“Competitive Member” means an Individual Member who is a child or young person (as defined in the Regulations) and who is registered with the Company and participates in Little Athletics and/or skill related activities organised and conducted by the Company or any of its Members.

“Constitution” means the Constitution of the Company.

“Financial Year” means the year commencing on 1 April and ending on 31 March the following year.

“Individual Member” means:

- (a) a competitive member, being a child or young person (as defined in the Regulations) and who is registered with the Company and participates in Little Athletics and/or skill related activities organised and conducted by the Company or any of its Members.
- (b) any parent or legal guardian of any person who is an Individual Member under part (a) of this definition.
- (c) any individual who is a volunteer, coach or other official who is associated with the Company.
- (d) any coach providing coaching services to the Company, a Little Athletics Centre or an Individual Member.
- (e) any person who is a committee member of a Little Athletics Centre; or
- (f) any person who meets the criteria for membership as an Individual Member which are set out in the Regulations from time to time.

"Little Athletics" means the sport of athletics for children and young people between the ages of 3 and 17 years which is governed by the Company and LAA.

"Little Athletics Centre" means a Little Athletics Centre recognised by the Company as a Member under clauses 5.1(a) and 6.1 and which is responsible for administering Little Athletics competitions and Clubs within its local area.

"Member" means a member for the time being of the Company under clause 5 of the Constitution.

"Objects" means the objects of the Company in clause 3 of the Constitution.

"Official Position" means a person who:

- (a) is a Delegate or Zone Coordinator.
- (b) holds the position of president, vice president, treasurer, secretary, or registrar (or equivalent position) of a Little Athletics Centre.
- (c) is employed by a Little Athletics Centre on a full or part time (including casual) basis.

"Register" means a register of Members kept and maintained in accordance with clause 7 of the Constitution.

"Regulations" mean any Regulations made by the Board under clause 40 of the Constitution.

"Zone" means an area of New South Wales having boundaries as determined by the Board from time to time and which includes such Little Athletics Centres as have been assigned to that geographic area by the Board.

"Zone Coordinator" means the person who has been elected under clause 22(a) to undertake the duties set out in the Regulations.

1.1 PURPOSE

This Regulation sets down the procedural requirements of the Company for children or young people to register as Competitive Members. This Regulation is made under clause 40 and will be interpreted in accordance with the Constitution of Little Athletics NSW Ltd.

1.2 ELIGIBILITY TO REGISTER

- a) Children or young people whose ages fall within the limits defined in the Constitution of the Company are eligible to register as Competitive Members. Under the Constitution, a Competitive Member is an Individual Member of the Company (see clause 2.1 of the Constitution).
- b) A child or young person may only register once with the Company, in each season.
- c) Once registered by a Little Athletics Centre (see clause 2.1 of the Constitution), a child or young person may only transfer to another Little Athletics Centre or to another State/Territory in accordance with the transfer provisions of this Regulation.
- d) an affiliated centre must ensure all Members of that Centre aged 3-17 are registered with LANSW in accordance with this Regulation.

1.3 REGISTRATION YEAR & COMPETITION SEASONS

- a) The registration year is from 1 August in any one year to 31 July of the following year, inclusive.

- b) The official summer track and field season is from 1 October in any one year to 31 March of the following year inclusive.
- c) Little Athletics Centres may apply to the Company to conduct an alternate track and field season.

1.4 DURATION OF COMPETITIVE MEMBERSHIP

- a) Competitive Membership is for a period of one registration year only.
- b) Each child or young person must make a new application for registration every registration period.

1.5 REGISTRATION PROCESS

- a) Each child or young person wishing to register as a Competitive Member of the Company must have the application made by a Parent or Guardian, via the Company's online registration system. The Parent/Guardian will attest to all supplied information. The information is as required, from time to time by the Company.
- b) The organisers of each Little Athletics Centre, or any Club (see clause 2.1 of the Constitution), must use reasonable endeavours to ensure that the details of each child or young person seeking registration with the Little Athletics Centre are correctly entered into the electronic database of the Company. The Little Athletics Centre shall confirm the correct age group and shall issue an official registration number for each child or young person so recorded.
- c) Where a Parent/Guardian does not have access to the internet or reside 100km from a Little Athletics Centre to register a child or young person, they can contact the Company directly and verbally share the necessary information required to register a child or young person. The Company will create the registration whilst on the phone with the Parent/Guardian and assign the athlete to the nearest affiliated Little Athletics Centre. The Company will arrange for the Little Athletics Centre information Pack incl bib number be sent to the Parent/Guardian
- d) 'Details' in this Regulation 1 means the name, address, contact telephone number, email address details and date of birth, of the Competitive Member, and any other personal details reasonably required by the Little Athletics Centre or the Company for the purpose of registration.

1.6 PROOF OF AGE

Each child or young person registering for the first time with a Little Athletics Centre must have proof of age either submitted electronically as part of the registration system or physically sighted by the Little Athletics Centre Registrar or their appointee, by the Company. This proof of age is to be derived from any Legal Government source. A registration must not be accepted without such proof.

1.7 CORRECTNESS OF REGISTRATIONS

- a) Where there is reasonable doubt about the correctness of the registration information for any Competitive Member, verification of the registration may be sought by the Little Athletics Centre or Company from the Parent/Guardian, or by the Company from the Little Athletics Centre, as the case may be.
- b) The Little Athletics Centre Registrar through the affiliated Little Athletics Centre Executive, or the Company through the Board, may request, at any time 'proof of age' to verify the age of any Competitive Member, despite every child or young person registering for the first time having produced such proof.

1.8 COMPETITIVE MEMBERSHIP FEE (REGISTRATION FEE)

- a) Competitive Members are liable to pay any fees, which are applicable for Competitive Membership.
- b) The full registration fee for Competitive Members consists of the Company registration fee, affiliated Little Athletics Centre fee and any internal club fee, as applicable.

- c) The Board sets the Company component of such fees, which will be notified annually to Little Athletics Centres for collection from each Competitive Member registering with the Company through that Little Athletics Centre.
- d) Little Athletics Centres not yet affiliated with the Company for any new registration year, are not entitled to receive applications for Competitive Membership. Little Athletics Centres must ensure they are affiliated with the Company prior to their first acceptance of registrations for any new registration year.
- e) The Company or Little Athletics Centre may subsequently reject any registration where it is proved to the reasonable satisfaction of the Company or Executive of the Little Athletics Centre that the applicant was not eligible to seek Competitive Membership.
- f) The Little Athletics Centre Registrar must provide to each Competitive Member a “registration package” which contains the official registration number for that child. Additionally, there may be other articles and information handed out in the package to each child or to each family. Where an athlete registers directly with the Company, the Company is responsible for coordinating the distribution of these items with the Little Athletics Centre receiving the registration.

1.9 REGISTRATION NUMBERS

- a) Each Little Athletics Centre on being granted affiliation with the Company shall be allocated a set of official registration numbers, of a design approved by the Company from time to time, for distribution to Competitive Members.
- b) Registration numbers shall be distributed by the Registrar of each Little Athletics Centre, , to each Competitive Member who shall wear such number fixed to the front of their uniform top in all competitions staged by the Company, Little Athletics Centre or any other affiliated Little Athletics Centre, during the period of time in which they are eligible to compete in Little Athletics competition.

1.10 EXAMINATION OF MEMBERSHIP RECORDS

- a) The Company may examine the Competitive Membership records of any affiliated Little Athletics Centre.
- b) The Company shall forward a written notice to the Secretary of the Little Athletics Centre at least ten working days prior to such examination. This notice will be for on forwarding to the Little Athletics Centre Registrar.

1.11 TRANSFERS OF COMPETITIVE MEMBERS

1.11.1 New Season

Where Competitive Members change the Little Athletics Centre with which they are registered, at the start of a new registration year from the Little Athletics Centre they were registered with the previous registration year, transfers are not required. Re-registering Competitive Members may register at any Little Athletics Centre.

1.11.2 Inter Centre

- a) Any Competitive Member requiring a transfer to a different Little Athletics Centre during the current registration year, shall obtain a written clearance in a form approved by the Company from time to time, from the losing Little Athletics Centre, which shall be issued, upon the member discharging any outstanding liabilities to that Little Athletics Centre.
- b) The signed clearance shall be submitted to the gaining Little Athletics Centre, and that Little Athletics Centre shall complete the application for transfer between Little Athletics Centres and forward it to the Company within fourteen (14) days of the date the athlete is registered with the gaining Little Athletics Centre.

- c) A transferring Competitive Member is not required to have paid any further Company registration fee but may be required to pay any Little Athletics Centre fee that may apply at the gaining Little Athletics Centre.
- d) The Company office will be responsible for the transfer of the Competitive Member's details in the electronic database.

1.11.3 Interstate

- a) Any Competitive Member registered with a Little Athletics Centre in another State/Territory requiring a transfer to an affiliated Little Athletics Centre affiliated with this Company during the current registration year, must submit to the gaining Little Athletics Centre Registrar written approval from the losing Little Athletics Centre and/or Association/Company from which the athlete is transferring.
- b) The Registrar of the gaining Little Athletics Centre will ensure that the requirements of this regulation are met.
- c) The Parent/Guardian shall do all things necessary to facilitate the registration of the transferring Competitive Member as outlined in this Regulation. The Little Athletics Centre must send to the Company office all correspondence detailing the transfer.
- d) A transferring Competitive Member is not required to have paid any further Company registration fee but may be required to pay any Little Athletics Centre fee that may apply at the gaining Little Athletics Centre.
- e) The gaining Little Athletics Centre will issue a new registration number to the Competitive Member.
- f) Where any Competitive Member seeks to transfer to a Little Athletics Centre in another State/Territory, the losing affiliate Little Athletics Centre must facilitate the transfer of the Competitive Member in accordance with the requirements of the Little Athletics Association/Company of that State/Territory.

1.12 CHANGE OF DETAILS

The Parent/Guardian of any Competitive Member whose details as recorded in the registration system database have changed, has an obligation to update, where fields allow the details or advise the Company/Little Athletics Centre/Club of the changes.