North West Metropolitan Zone



Constitution

1. **NAME**

The Association shall be known as the North West Metropolitan High Schools Sports Association.

1. **HEADQUARTERS**

The headquarters of the Association shall be at the school of the current Secretary.

1. **OBJECTS**

The objects of the association shall be:-

* 1. To organise and control sporting Carnivals and competitions within the Zone.
	2. To co-operate with Zones, Regions and Combined High Schools Associations in further promoting sporting carnivals and competitions.
1. **SCOPE OF SERVICE**

Pupils attending public secondary schools within the Zone shall be eligible to participate in competitions promoted by the association provided they have not passed their 20th Birthday.

1. **MEMBERSHIP**

The members of the association shall be teachers in the employ of the Department of Education within the Zone and Life Members.

1. **THE EXECUTIVE**

The executive shall consist of:-

 President

 Vice President

 Honorary Secretary

 Honorary Treasurer

 Honorary Points Score Secrtary

These officers shall be elected at the Annual General Meeting from amongst the members. They shall act for the association on urgent matters.

1. **MANAGEMENT**

The management of the association shall be in the hands of a General Committee made up of:-

* 1. The Executive
	2. The Sports Organiser/Coordinator from each school or his representative.
1. **PATRONS**

Principals of member schools shall be patrons.

1. **OFFICERS**
	1. The President’s nominee shall be the official representative of the association. They shall have access to all records and correspondence of the association. Subject to rules 6 and 7 they shall have authority to direct Secretarial action in cases of emergency.
	2. The Vice-President shall act for, and assist the President.
	3. The secretary shall manage the affairs of the association. They shall carry out the instructions of the General Committee. They will be responsible for the correspondence, minutes and any other records. They can call meetings as required by the Constitution. They shall report their official acts to the General Committee and at the Annual General Meeting they shall report on the previous year’s proceedings.
	4. The Treasurer shall receive all moneys on behalf of the Association. They shall bank in the name of the Association all moneys received and shall pay all claims against the association approved by the General Committee. They shall keep accounts of all moneys received and disbursed and submit financial statements at meetings of the General Committee, and at such other times as the executive may direct. At the Annual General Meeting they shall present a Financial Report for the year. Any two of the following are authorised to operate on the association’s banking account:

President

Honorary Secretary

Honorary Treasurer

* 1. Chairman

The President or Vice President shall be the Chairman of all meetings provided that if neither of them is present the Secretary shall call for nominations and the meeting shall elect a Chairman for its members.

1. **AFFILIATION**

This association shall affiliate with the Sydney North School Sports Secondary Association and with the New South Wales Combined High Schools Sports Association. In Intrastate and Interstate activities it shall be bound by the Constitution of the New South Wales Combined High Schools Sports Association.

1. **MEETINGS**
	1. The Annual General Meeting shall be held on a date to be fixed by the Executive.

The business shall be to deal with the Annual Report, the Financial Report and Conveners’ Reports; to elect the Executive and Conveners; to plan activities for the forthcoming year; to direct when meetings shall be held and to discuss any general business which may be brought forward by members in conformity with the constitution.

* 1. The General Committee Meetings shall be held monthly on the first Friday of each month or a day decided upon by the executive. It may appoint committees to carry out any of its activities. The acts of such committees shall be subject to the approval of the General Committee.
	2. A special meeting of members shall be convened by the General Committee if necessary. It shall deal only with such matters as appear on the notice calling the meeting.
1. **VOTING**
	1. At all meetings in the event of the vote on any motion being equal, the chair shall declare the motion lost.
	2. Annual General Meetings or Special Meetings:

On all matters, Principals, Executive, Sports Organisers/Coordinators, Life Members and Conveners may vote.

* 1. General Committee Meetings:

On all matters, the Executive and each Sports Organisers/Coordinators or their nominee may vote.

* 1. Any meeting which concerns changes of constitution must be given 14 days’ notice.
	2. At all meetings a quorum shall apply if five member schools are present.
1. **COMPETITION RULES**

The Association shall determine regulations and conditions for the organisation and control of competitions within its authority, and prepare such Policy and Procedures as are necessary for this purpose.

1. **AMENDMENTS TO CONSTITUTION**

Alterations of or amendments to, or additions to the Constitution of the association shall be effected only at an Annual General Meeting or at a Special Meeting called for that purpose provided that a least two-thirds of those members present assent thereto. The proposed alterations shall appear on the notice calling the meeting.

1. **ZONE BLUES**

A Blue may be awarded to a student of a member school to recognise outstanding sporting achievement and sportsmanship. Recipients must be regarded as being excellent ambassadors of our Zone at all times. Representation in a C.H.S team or the winning of a C.H.S. Open event is to be used as a guideline to indicate the level of performance expected for one to be considered for such an award, but this is not a pre-requisite. An individual must accumulate 3 points based on gold 3 points, silver two pints and a bronze 1 point. Only one Blue can be awarded to a particular student in any one sport (but a recipient may receive more than one Blue if he has excelled in more than one sport). Nominations for Blues may be made by sports organiser/coordinator or the Convenor of the sport for which a student is being nominated. Such nominations are then considered at the following Annual General Meeting.

1. **SPORTSMAN OF THE YEAR**

The sportsman of the year is awarded in two categories, junior and senior. To be eligible for Junior Sportsman of the Year the student must be in years 7-10. To be eligible for Senior Sportsman of the Year the student must be in years 11-12.

Recipients will be decided based on the student with the highest level of representation, e.g. Australian, All Schools, CHS or Sydney North. CHS accredited sports will take precedence in awarding sportsman of the year awards, however outside school sports may be considered in exceptional circumstances (e.g Youth Olympics). If recipients have represented at the same level then a second sport will be used to determine the sportsman of the year based on the above criteria.

All matters not covered by the above constitution should be dealt with under the constitution/understanding orders/by-laws of the appropriate State Association.