



BECOMING A RATIFIED ESSEX BLADES SPORTS CLUB



1) Contact Just Play Coordinator by phone (01206 863211) or email (justplay@essex.ac.uk) to register your interest. You will be asked to complete a sports club start up form.



2) Provide Just Play Coordinator with several dates for potential training sessions. Your group will need to be in a position to run 3 training sessions within a 6 week period to test the interest in your sport.



4) Take a register at each training session. This will need to be emailed to justplay@essex.ac.uk after each of your 3 initial training sessions. As a group, you should be aiming for an average attendance of 15 individuals at your taster training sessions.



3) After liaising with Essex Sport, the Just Play Coordinator will notify you of when your training sessions are. These sessions will come at no cost to you or the group. The Just Play Coordinator will also help to advertise these training sessions (e.g. via social media) to help increase interest.



5) Staff will provide you with a budget form which will need to be completed and sent to blades@essex.ac.uk in advance of the next Essex Blades General Meeting. This budget form only needs to be a rough draft of your expected costs for running your proposed club.



6) At least 2 representatives from your proposed sports club to attend the next Essex Blades General Meeting. You will need to do a quick verbal presentation as to why your group should become an Essex Blades Club. There will then be the opportunity for attendees to ask you questions.



8) After ratification, your club will need to complete a few essential documents, including a Club Constitution, Code of Conduct and Risk Assessment. These will be sent to you by staff and once completed should be emailed to blades@essex.ac.uk



7) Attendees at the General Meeting will then vote as to whether they believe your group should become a ratified Essex Blades Sports Club or not. If the majority vote 'Yes' your group will be ratified.

Once the above has been completed, a member of the Students' Union Sports Office will be in touch with the new club committee regarding competition entry, training sessions, equipment, webpages etc.