



"Home to Wushu
in Ontario"

WOP11-Membership Policy

EFFECTIVE: July 1st, 2016

WushuOntario 2370 Midland Ave, #B22, Scarborough, ON, M1S 5C6 416-321-5913 Fax: 416-321-5068, www.wushuontario.ca

WushuOntario - Membership Policy

INTRODUCTION: Welcome to WushuOntario

The WushuOntario membership policy for clubs and each paying member category (Board of Directors, athletes, coaches, and officials) outlines the requirements/rules for clubs and paying member categories, including member obligations, fees and the terms/conditions of membership.

PREAMBLE

Individual members and their clubs are the foundation of WushuOntario (WO) and WushuCanada (WC). WO recognizes that the participation of Wushu activities and the delivery of Wushu programs are primarily carried out by its individual members and their associated Clubs. Individual participants in Wushu have normally been formed on the initiative of interested individuals, based on the perceived benefits of Wushu as a physical and healthy activity. WO and WC work with its' members to coordinate the delivery of common programs and events. WO provides the framework for Ontario Wushu members and their associated clubs to participate in provincial and national programs established by the provincial sport organization WushuOntario and the national sport organization, WushuCanada.

1. Membership Types

WushuOntario memberships shall include club and individual members as defined and interpreted in the WushuOntario Membership Policy; these include but are not limited to:

- a) **Club Members:** Non-Profit / For-Profit / Non-Registered / Registered
- b) **Athlete Members:** Recreation and Competitive
- c) **General Members:** Officials / Coaches / Volunteers/Parents/Team Chaperones

a) Club Member [2016-2017 FEE-\$250.00-500.00]

The following are policies related to WushuOntario Member Clubs. The Owner/Operator of each Club is responsible for each policy listed below. The Member Club owner/operator is also responsible for adhering to all requirements contained in the Club Commitment Contract and WushuOntario Operations Manual.

DEFINITION: A club/school/gym/centre that has a minimum of 1 Active member, of which has received certification as a coach pursuant to the Membership Policy of WushuOntario, that has policies that are consistent with those of the Corporation and that has paid its' membership dues. Club members are also subject to the following:

- i. Non-Profit Club Member;
Appointed representatives of Non-Profit Clubs registered under the Canada Corporations Act; Club Member must be in good standing with a minimum of 1 registered coach and 10 registered athlete members in good standing with WushuOntario.
- ii. For-Profit Club Member;
Appointed representatives of For-Profit Clubs incorporated under provincial or federal law under the relative Corporations Act; Club Member must be in good standing with a



- minimum of 1 registered coach and 10 registered athlete members in good standing with WushuOntario.
- iii. Appointed representatives of Non-Registered Clubs offering Wushu related programming at a local or community level; Club Member must be in good standing with a minimum of 1 registered coach and 1 registered athlete in good standing with WushuOntario.
 - iv. Registered Club Member;
Appointed representatives of Business Registered Clubs offering Wushu related programming at a local or community level; Club Member must be in good standing with a minimum of 1 registered coach and 5 registered athletes in good standing with WushuOntario.
 - v. Clubs are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Fees and Payment)
 - vi. Upon registration of the Club – the Owner/operator is responsible for registering their current individual members within 30 days of application. Only individual registered members are covered under the WUSHUONTARIO insurance policy.
 - vii. The Owner/Operator is responsible for ensuring that all instructors and coaches are registered and have completed all WUSHUONTARIO requirements for coaches.
 - viii. The Owner/Operator is responsible for registering any new member of the club (competitive or recreational non-competitive) before they participate in any programs or classes.
 - ix. The Owner/operators must adhere to all policies, protocols and procedures outlined in the WUSHUONTARIO Club Manual, Operations Manual and other official documents and communications disseminated by WUSHUONTARIO.
 - x. The Club Owner/Operator is responsible for the dissemination of all WUSHUONTARIO policies, procedures and rules & regulations to all individual members of the registered club.
 - xi. Owner/operators are to record any safety or disciplinary events that occur during official club hours.
 - xii. Once a club membership expires, all individual members (coaches, instructors, athletes, officials, recreational members) are no longer members of WUSHUONTARIO or any provincial affiliate and are no longer covered under the WUSHUONTARIO insurance policy. It is the sole responsibility of the club owner/operator to communicate to their individual members whenever they are no longer covered by the WUSHUONTARIO insurance policy.
 - xiii. The owner/operator is responsible to ensure that no individual member of the club and the club itself, is involved in any capacity - including but not limited to - participation, officiating, coaching, assisting, sponsoring, and supporting of any unsanctioned* combative event in Ontario or any other province or territory.
* An unsanctioned event is defined as an event that is not sanctioned by a government recognized provincial sporting association (PSO) or the provincial combative sport commission.

b) Athlete Members

- i. **Competitive Athlete Members [2016-2017 FEE-\$50.00]**



The following are policies related to WUSHUONTARIO Competitive Athlete Members. The competitive member is responsible for each policy listed below. In addition, the competitive member is responsible for understanding and adhering to all related policies and procedures contained in the WUSHUONTARIO Operations Manual.

DEFINITION: Any athlete seeking participation in WUSHUONTARIO sanctioned events and programs that applies for membership in the WUSHUONTARIO with aspiring interest in competition and representing WUSHUONTARIO in Provincial, National and International events with or without interest in participating in committee roles; may be selected into Athletes' Committee or other relative committees by approval of the "EC".

- (a) Competitive members are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Fees and Payment)
- (b) Competitive Sanda members that register for any Sanda competition are required to complete a WUSHUONTARIO Physical exam from their attending physician and submit to the WUSHUONTARIO office 30 days prior to the first event of the year.
- (c) Competitive members are required to be a member of a Member Club, which is their primary location of training.
- (d) Competitive athletes are not permitted to tamper with their athlete ID passports in any manner.
- (e) Competitive athletes involved in events under a different government recognized sanctioning authority are not covered by the WUSHUONTARIO insurance policy and participate at their own risk.
- (f) Competitive athletes are required to understand and adhere to all rules, regulations and policies of WUSHUONTARIO. Failure to do so will result in disciplinary action.
- (g) Competitive athletes are not permitted to be involved in any capacity (eg. officiating, coaching, and competing) at any combative sport event in Canada, which is not sanctioned by a government recognized organization.

ii. Recreational Non-competitive Members [2016-2017 FEE-\$20.00]

DEFINITION: Any athlete seeking participation in WUSHUONTARIO recognized programming and/or events that applies for membership in the WUSHUONTARIO without interest in representing WUSHUONTARIO in Provincial, National or International events or participating in committee roles.

- (a) Recreational members are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Fees and Payment)
- (b) Recreational members are not permitted to engage in combative events.
- (c) Recreational members can register as competitive athletes at any time.
- (d) Recreational members are not permitted to compete at provincial or national level events.

c) General Members

i. Official Members [2016-2017 FEE-\$50.00]

The following are policies related to WUSHUONTARIO Officials. The Official is responsible for each policy listed below. In addition, the Official is responsible for



understanding and adhering to all related policies and procedures contained in WUSHUONTARIO Operations Manual.

DEFINITION: Any member seeking participation in Officiating duties whether as a judge, technical official, timer, scorekeeper, referee, etc: official members participate and undertake responsibilities and education on behalf of WUSHUONTARIO and its' events and competitions.

- (a) Officials are to have completed a WUSHUONTARIO Certification Course and are required to provide a PRC police screening report dated within the last 3 years upon application or renewal.

Level 1 Certification entitles persons to a sideline judge at D and E Class authorized events.

- Level 1 Officials are required to judge a minimum of 2 events per year to maintain their Level 1 status.

Level 2 Certification entitles persons to a sideline judge at Class C, D, and E events.

- Level 2 Officials are required to referee a minimum of 3 events per year to maintain their Level 2 status.

Level 3 Certification entitles persons to be a sideline judge at Class A, B, C, D and E events.

- Level 3 Officials are required to officiate a minimum of 3 events a year to maintain their Level 3 status.
- Prior to registering for a Level 3 course, a Level 2 Official is required to be a registered Official having officiated at a minimum of 8 events, or have been a registered member for two years and having officiated at a minimum of 3 events per year.
- Any exception to these rules must be approved by the Board of Directors under recommendation by the VP Technical.

Level 4 Certification entitles persons to be a sideline judge at Class A, B, C, D and E events, platform referee or chief official.

- Level 4 Officials are required to officiate a minimum of 3 events a year to maintain their Level 4 status.
- Prior to registering for a Level 4 course, a Level 3 Official is required to be a registered Official having officiated at a minimum of 12 events, or have been a registered member for two years and having officiated at a minimum of 4 events per year.
- Any exception to these rules must be approved by the Board of Directors under recommendation by the VP Technical.

Level 5 Certification entitles persons to be a sideline judge at Class A, B, C, D and E events, platform referee, chief official or head judge.

- Level 5 Officials are required to officiate a minimum of 3 events a year to maintain their Level 5 status.
- Prior to registering for a Level 5 course, a Level 4 Official is required to be a registered Official having officiated at a minimum of 12 events, or have been a registered member for two years and having officiated at a minimum of 4 events per year.
- Level 5 Officials without IWuF certification of any type will be placed on the priority list to receive subsidies from WushuOntario to attain IWuF certification.
- Any persons with IWuF certification may apply directly to attain Level 5 certification from WushuOntario provided they have had officiating experience in a minimum of 2 IWuF sanctioned events.



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- Any exception to these rules must be approved by the Board of Directors under recommendation by the VP Technical.

- (b) Officials are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Fees and Payments)
- (c) Officials are entitled to an honorarium established by the WushuOntario to offset expenses incurred while performing their officiating duties. (See Competition Rules and Regulations)
- (d) Officials are forbidden to accept any monetary gifts or money by any persons associated with or involved in an authorized event – including, by not limited to, the event coordinators, officials, athletes, coaches, and relatives/associates of athletes.
- (e) Officials must wear their designated WushuOntario attire during the entire duration of their official duties.
- (f) Officials are not permitted to consume any alcohol the day of the event and one hour after the completion of the event.
- (g) Officials are expected to understand and adhere to the CODE of CONDUCT Agreement.
Failure to do so will result in disciplinary action. (See Equity and Code of Conduct Policy)
- (h) The Chief Official is the WUSHUONTARIO authority at any competitive event. He/she will conduct the weight-ins, rules meetings, and operate the sanda events by determining which officials will referee and judge which bouts.
- (i) All officials are not permitted to be involved in any capacity (eg. officiating, coaching, and competing) at any combative sport event in Canada, which is not sanctioned by a government recognized PSO.

ii. Coach Members [2016-2017 FEE-\$50.00]

The following are policies related to WUSHUONTARIO Coaches. The Coach is responsible for each policy listed below. In addition, the Coach is responsible for understanding and adhering to all related policies and procedures contained in the WUSHUONTARIO Operations Manual.

DEFINITION: Any member seeking participation in Coaching programs and development; members must operate a Wushu or martial arts related program in which the coach has under their guidance at least one (1) registered athlete member.

- (a) Coaches are responsible for the health and safety of all athletes and recreational participants under their care while training at their WUSHUONTARIO member club.
- (b) Coaches are responsible for the health and safety of all athletes under their care while competing at any WUSHUONTARIO approved event.
- (c) Coaches are required to inform the athletes under their care as to all rules and regulations and policies of WUSHUONTARIO.
- (d) Coaches are to have completed a WUSHUONTARIO Certification Course
Level 1 & 2 Certification entitles persons to coach at local/national events.
Level 3 Certification entitles persons to coach at international events.
- (e) Coaches are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Fees and Payments)



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- (f) Coaches must be a member to a WUSHUONTARIO Member Club
- (g) Coaches must obtain a police screening check every three years inclusive of a vulnerability sector search.
- (h) Coaches are to have completed a first aid course (standard first aid or emergency first aid) every three years from a recognized provider.
- (i) Coaches must present their Coaching Identification upon request at any authorized events.
- (j) Coaches are required to adhere to the WUSHUONTARIO Equity and CODE of CONDUCT Policy.
- (k) Coaches that are the owner/operators of the Member Club are responsible for the communication and enforcement of all rules, regulations, policies and procedures listed in the WushuOntario Operation Manual for all members in their club.
- (l) Owner/operators of clubs are responsible for all competitive members' athlete passports. The owner/operator or other designated coach, are required to bring athlete passports to all Competitive events and for collecting them after the event.
- (m) Coaches involved in events not approved by WUSHUONTARIO are not covered by the WUSHUONTARIO insurance policy and participate at their own risk.
- (n) Coaches are not permitted to be involved in any capacity (eg. officiating, coaching, competing) at any combative sport event in Canada, which is unsanctioned by a PSO.

iii. **Volunteer/Parents and Team Chaperone members [2016-2017 FEE-\$50.00]**

DEFINITION: Any member seeking participation and providing support to WUSHUONTARIO activities and events: members include but are not limited to parents, friends, supporters and those passionate about the sport.

- (a) Volunteer members are to register annually for membership. The membership year is from September 1st (year 1) to December 31st (year 2). (See Operations Manual)
- (b) Volunteer members are general members who may change membership type upon meeting qualifications of that membership type.
- (c) Volunteer membership is required to provide insurance coverage to any persons involved with WushuOntario events that do not meet the definition of other membership types.
- (d) Volunteer members are entitled to recognition as such and are entitled to benefits and reimbursements for approved capacities they may participate in.
- (e) Volunteer members positioned in any working capacity without the direct supervision of a WushuOntario official must provide a PRC police screening report dated within the last 3 years upon application or renewal. These include drivers, supervisors, administrators, or project committee members.

2. Voting Rights:

Voting rights at the Annual General Meeting are reserved for accredited delegates of WushuOntario.

- a) Accredited delegates are defined as:
 - i. Club Members in good standing under WushuOntario Membership Policy with a minimum of 1 registered competitive athlete in good standing with WushuOntario.



ii. Current Executive Officers of the BOD

- b) The number of votes allotted to each accredited delegate is defined under WushuOntario By-Laws, "Article V Meetings".

3. CONDITIONS OF MEMBERSHIP ADMISSION

a) Membership Responsibility:

- i. Any member who accepts membership in the Corporation shall be deemed to have undertaken to abide by the provisions of the By- Laws and procedures of the Corporation.
- ii. Any individual member who assumes the responsibility role of executive, director or committee member must abide by the responsibilities as indicated in that position. If that member fails to commit or comply with those responsibilities, the BOD retains the right to revoke the title of that position.

b) Each Club Member shall submit to the Corporation:

- i. a statement of the members of the Club Member's as at December 31 of the previous membership year in such detail as specified in the "Club Member Policy" contract;
- ii. a statement setting out the names and addresses of the officers of the Club Members for each year as specified in the "Club Member Commitment Contract"; and
- iii. such other information as the Board may from time to time require as specified in the "Club Member Commitment Contract".
- iv. The WO9 – Club Membership List along with a club issued cheque totaling the membership fees paid by the club's new members. The form and cheque will be submitted to WushuOntario on a monthly basis on the 1st of every month.

c) Admission of Members

- i. **Duration** – membership is accorded on an annual basis as specified in the "Membership Policy", and all Members will be invoiced annually for membership.
- ii. **Registration**
 - (a) All members must comply with established registration procedure as outlined by the Membership Policy of the Corporation.
 - (b) Submission of a registration form and fee by an individual is an acknowledgement by said individual to abide by the Objects and By-laws, the rules and regulations and policies of the Corporation as they exist at the date of the application and as amended through specified procedures of the Corporation thereafter.
 - (c) All clubs will be sent a copy of the current policies and rules/regulations 30 days in advance of the athlete registration deadline. It is the responsibility of all registered members to be aware of all rules and regulations that are applicable to their membership and it is the responsibility of the registered clubs to share these with their club members.
- iii. **Admission** – No individual or club will be admitted as a Member unless:
 - (a) The candidate member has made an application for membership in a manner prescribed by the "Membership Policy";
 - (b) The candidate member has been approved as a member by the Board or by any committee or individual delegated this authority by the Board;



- (c) If, at the time of applying for membership the candidate member is currently a Member, the candidate member is a Member in good standing;
 - (d) If the candidate member was at any time previously a Member, the candidate member was a Member in good standing at the time of the ceasing to be a Member; and
 - (e) The candidate member has paid dues as prescribed by the "Membership Policy".

- iv. **Failure to be Admitted or Ceasing of Membership** – Where a candidate member is not admitted to membership or is expelled from membership, written reasons will be provided as prescribed by the "Membership Policy" and may include:
 - (a) Personal bankruptcy or suspension of required payments (Club Members will receive warnings for late fees. Upon the third warning, the club and its members will be suspended for a month from all WushuOntario activities and events. Upon receiving a fourth warning, the club is no longer in good standing with WushuOntario and the club's membership will be expelled);
 - (b) Candidate member or member has or attains a criminal record.

- v. **Equality of Members** – All members will be equal before the Constitution and Bylaws of the Corporation and will be free from any political, religious, racial, age or other forms of prejudice.

- vi. **Fees and Payment**
The membership fee shall be set by the Board and shall be due on the date(s) set by the Board as prescribed by the "Membership Policy". Changes to the membership fee structure (amounts, schedule of payments, etc.) shall not take effect until specified in the "Membership Policy". The schedule "Fee Structure and Schedule" is updated each year and should be attached to the last page of the Membership Policy.

- vii. **Non-Performance**
If a Member fails to pay its membership fees in full when due or otherwise fails to abide by the provisions of the By-Laws and the Policy and Procedures of the Corporation, the Board may in its discretion and subject to such terms and conditions as specified in the Policy and Procedures of the Corporation.

- viii. **Membership Dues**
As specified in the "Membership Policy" under Fees and Payment.

- ix. **RESIGNATION, SUSPENSION AND EXPULSION**
 - (a) All Members' resignations must be sent in writing to the head office of the Corporation. Such resignations shall follow the procedures specified in the "Membership Policy";
 - (b) The Board may suspend or expel any member with a 2/3 majority if the member's conduct is deemed by the BOD to be against any of the Policy and Procedures of the Corporation and/or whose conduct is considered prejudicial to the Corporation.



- (c) All individual memberships are invalid if their affiliated club ceases to be a member of WushuOntario. Individuals must reapply with an affiliated member club and register again if they wish to remain a WushuOntario member in good standing.
- (d) The duration and description of any penalty will be according to the "Discipline, Harassment and Appeals" Policy of the Corporation. No refunds of fees will be given with any suspension or expulsion of membership.

2016 - 2017 WushuOntario FEE STRUCTURE and SCHEDULE

Competitive Athletes, Coaches & Officials	Initial & Renewal
Group A: born between January 1, 1992 – December 31, 1994	\$50.00
Group B: born between January 1, 1995 – December 31, 1997	\$50.00
Group C: born between January 1, 1998 – December 31, 2003	\$50.00
Sanda Youth born between January 1, 1992–December 31, 1994	\$50.00
Taolu and Sanda Senior Athlete(born in 1991 and earlier)	\$50.00
Coaches (General Member)	\$50.00
Officials (General Member)	\$50.00
Individual Membership	
Recreational Membership (General Member)	\$15.00
Volunteers (General Member)	\$10.00
Other	
Club Membership	\$250.00
Tournament Sanction	\$250.00
Event or Show Sanction	\$100.00
International Event or Show Sanction	\$250.00
Rulebook (Hard Copy) Includes: Taolu, Sanda and Traditional Events	\$20.00
DVD Taolu Training	\$15.00

Registration procedure for Competitive Athlete, Coach or Official:

1. Please submit a WushuOntario WO2 **Competitive Athlete/Coach/Official Member Application Form**
2. Sanda athletes include a current Medical Form (no older than 12 months) with your registration form. *IMPORTANT* Ensure that the "is fit" portion of the last sentence is circled by the doctor.
3. Proof of Age (digital copy of identification)
4. A recent passport-sized photo (digital only) 3"h x 2.5"w, 150dpi.
5. The appropriate fee paid to your member club and forwarded to WushuOntario.
6. Copy of Passport in digital format.

Registrations for Coaches and Officials:

1. Please submit a WushuOntario WO2 **Competitive Athlete/Coach/Official Member Application Form**
2. A recent passport-sized photo (digital preferred)



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3. To register as a coach you must have completed at least your level 1 Technical course and to register as an official you must have completed a Level 1 Officiating Clinic (dates of future clinics are posted on the website).
4. All coaches and officials must undergo police screening every three years. **You must possess a valid PRC to add to your records prior to membership approval.**
5. Technical courses and officiating clinics may be added to records as they are completed, those in the process of attaining certification or without "passing" certification will be given a probationary membership until completed.
6. The appropriate fee paid to your member club and forwarded to WushuOntario.

Registrations for Volunteers (WO3- Individual Member Application Form):

1. Please submit a WushuOntario WO1 registration form
2. All volunteers positioned in any working capacity without the direct supervision of a WushuOntario official must provide a PRC police screening report dated within the last 3 years upon application or renewal. These include drivers, supervisors, administrators, or project committee members.
3. The appropriate fee paid through a member club and forwarded to WushuOntario.

Club Registration (WO1-Club Member Application Form):

1. All club registrations must indicate a club coach. The appropriate registration forms for **this coach** must accompany the Club Registration form in order to be processed. Please follow all other requirements under the club commitment contract and membership policy.

Duration:

1. Individual Memberships received between September 1st – December 31st of (year 1) will apply for the remainder of year 1, and all of year 2: January 1st to December 31st. In other words, all memberships received after September 1st of the current year will be valid until December 31st of the following year.
2. Individual Memberships received between January 1st (year 2) – August 31st (year 2) will only apply to December 31st (year 2). In other words, all memberships received prior to September 1st of the current year will be valid only until December 31st of the current year.