



ARTICLES

NOTE: In these Articles, unless the context requires, words importing the masculine gender include the feminine.

NAME AND OBJECT

1. The Association shall be called "The British Academy of Fencing" (hereinafter "The Academy").
2. The Objects of The Academy shall be: -
 - A. the furtherance and improvement of fencing in Great Britain and Northern Ireland
 - B. the promotion of the highest professional standards from fencing coaches, including the promulgation of a system or method of technical instruction to serve as a basis for examination, the determination of terminology and definition, the promotion and management of fencing competitions
 - C. the settlement of all questions referred to The Academy and the repression of abuses in connection with the profession
 - D. the representation of Academy members in their relations with individual fencers, fencing coaches and organisations abroad.

OFFICERS AND COMMITTEE

3. The Officers of The Academy shall be:
President
Two Vice – Presidents
All of whom shall be Masters.
Secretary
Who shall be a Master or Maître d'Esgrime
Treasurer

The Committee shall consist of the following persons

- The Officers of The Academy
- Assistant Secretary
- One representative of those members who are not full Masters
- One member of The Academy

4. Terms of Office:

- (a) The President shall normally hold office for a period of 4 years at the end of which period he shall be eligible for re-election for a further immediate term of four years.
- (b) The members of the Committee shall normally hold office for one year and, at the first General Meeting of The Academy held each year, the members of the Committee shall retire. The General Meeting shall elect these

officers and retiring members of the Committee shall be eligible for re-election.

- (c) The President, Secretary and Treasurer and other members of the Committee may be removed from office before the expiry of their term of office on a resolution of a general or special meeting.

COMMITTEE PROCEDURE

5. In the event that a member of the Committee leaves his post before the expiry of the appointed term, the Committee may appoint a Committee member or other Academy member as a replacement as appropriate, save in the case of the President when the longest serving Vice President will act as President until the next General Meeting of The Academy.
6. The Committee shall meet on the requisition of the Secretary or of any five members of the Committee, seven days notice in writing being given, four voting members to form a quorum. One such Committee Meeting shall be held not more than thirty days before a General Meeting.
7. The Committee shall have the power to deal with any matter not provided for in these Articles.
8. All matters concerning The Academy Examinations will be determined by the Committee.
9. In Committee, a Master's vote shall count as three, that of a Maître d'Esgrime as two, a Provost's as two, a Member's as one. In the case of an equality of votes, the Chairman of the Committee shall have a second or casting vote.
10. The Committee, as it feels appropriate, may invite a representative from the BFA or any other agency to advise The Academy on such matters as it thinks fit.

MEMBERSHIP

11. The Committee may admit as a member of The Academy any person who is, in their opinion, a suitable candidate for membership. A written application (on the approved form) should be made to the Committee Member responsible for Membership and should include the name of the applicant's sponsor, who shall be a Master or Maître d'Esgrime, who is willing to recommend the applicant as a suitable candidate for membership and the names (together with contact details) of two independent referees. All applicants for membership must have attained the age of 18 years at the time of the application

11a. Note: Membership of The Academy does not necessarily confer "professional" status in contravention of the BFA Rules of Amateurism



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12. The Committee may appoint an applicant for membership of The Academy to one of the following categories:

Master - Fencing Coaches who have passed The Academy's Diploma Examination, Written Papers and Practical Examinations in all three weapons, or those who hold equivalent qualifications accepted by the Committee.

Maître d'Esgrime - Fencing Coaches who have passed the Diploma Examination of The Academy at one or two weapons, or those who hold equivalent qualifications accepted by the Committee.

Provost - Fencing Coaches holding the Provost Certificate of the British Academy of Fencing or who have passed The Academy's Advanced Examination Written Papers and Practical Examinations in all three weapons or those who hold equivalent qualifications accepted by the Committee.

Member - Fencing Coaches who have passed a British Academy of Fencing Level 2 Examination or those who hold equivalent qualifications accepted by the Committee.

Associate - Fencing Coaches who have passed the British Academy of Fencing Level 1 Examination or those who hold equivalent qualifications accepted by the Committee.

Retired - Members who are no longer active in coaching.

Overseas - Members who have had a close relationship with The Academy and who reside abroad.

13 The Committee shall have the power to elect a President of Honour, a President Emeritus, Honoured Former Presidents and Honorary Members. The election to such honorary membership will not confer any of the rights of membership, in particular voting rights, although Academy members elected to these offices will retain any existing membership rights and benefits. The Committee may also waive payment of the annual subscription for the lifetime of a member of The Academy (a life member).

14. Any member shall be entitled to retire from membership of The Academy upon giving notice in writing to the Secretary.

SUBSCRIPTIONS

15. The members of The Academy shall pay an annual subscription that shall be reviewed by the Annual General Meeting from time to time. Subscriptions shall be payable to the Treasurer on the 1st. October each year. If any subscription remains unpaid after the 1st.

January, the person in default shall be liable to be struck off the list of members.

MEETINGS

16. An Annual General Meeting of The Academy shall be held in January of each calendar year.

17. At the Annual General Meeting in each year, the Committee shall present a detailed report and a statement of accounts unless special circumstances exist which the Committee shall explain to the AGM.

18. Notice of every General Meeting shall be sent by the Secretary to each person holding membership of The Academy, at least fourteen days before the meeting. The notice of the Annual General Meeting should include the minutes of the previous Annual General Meeting and the statement of accounts for the financial year ending 30th September in the previous calendar year, unless there exist exceptional circumstances.

19. No person whose subscription is in arrears shall be entitled to attend or vote at any meeting.

20. A Special Meeting of The Academy shall be convened at the request of the Committee, or upon the receipt of a written request from not less than fifteen members who are not members of the Committee. The request shall state the object of the meeting, and no business other than that mentioned in the request shall be enacted or considered. Such meetings shall be held not less than twenty one days or more than thirty five days after the receipt of the request. At least ten days notice of such meeting shall be given to the members.

21. At all General Meetings of The Academy, a Master's vote shall count as three, that of a Maître d'Esgrime as two, a Provost's as two, a Member's as one.

22. A quorum for the General Meeting shall consist of 10% of the aggregate of the full membership. No resolution can be passed, or election conducted, unless this percentage of the full membership is present and voting. In the event of a quorum not being realised, the retiring Officers and Committee may remain in office.

23. Election of Officers and Committee

(a) All votes in connection with the election of Officers and Committee members, excluding the President (see 23b), shall be made on voting slips at the Annual General Meeting. No vote will be accepted by post or by proxy or prior to the Meeting.

(b) For the election of the President only, members who are entitled to vote and who are not able to attend the Annual General Meeting may exercise, on application to the Secretary, a postal vote.



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CONDUCT OF MEMBERS AND DISCIPLINE

24 The Committee of The Academy shall prescribe, publish and periodically review: "A Code of Ethics and Conduct", "Guidelines for Health and Safety" and "Rules for Disciplinary Procedures".

25 Every member of The Academy agrees to be bound by these documents (*see article 24*) and by the "British Fencing Association Rules for Competitions". Failure to do so may result in disciplinary action.

26 The Committee shall appoint three Committee members to form a Disciplinary Sub-Committee at the first committee meeting following the AGM. Any and all complaints of inappropriate behaviour by members and alleged breaches of either ethics or discipline shall be dealt with in accordance with the Rules for Disciplinary Procedures, copies of which are available from the Secretary.

27 Where a breach of the Code of Ethics and/or Conduct is proved, the Disciplinary Sub-Committee, shall have the power to recommend that the Committee:

- A reprimand or warn the member
- B remove or disqualify that member from any office or position in The Academy for a specified period
- C suspend that member from membership for a specified period
- D expel that member

28 Any member disciplined under these Articles shall be entitled to appeal against that decision to the Committee in accordance with the procedure set out in the Rules for Disciplinary Procedures.

ALTERATION OF ARTICLES

29. These Articles may be altered, amended or added to by resolution carried by a majority of at least two thirds of the value of the votes cast at a General Meeting.

30. A written copy of any proposed alteration in, or addition to, the Articles, shall be sent at least 21 days before the Meeting, to the Secretary, who shall send a notice of any proposed alteration or addition to each person holding membership of The Academy at least seven days before the Meeting.



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Standing Orders for Procedure at General Meetings of the Academy

1. At meetings the Chair will be taken by the President of the Academy. In his absence, one of the Vice-Presidents of the Academy will take the Chair. In the absence of all these officers, the meeting shall elect its own Chairman.

The Chairman may, with the permission of the meeting, vacate the Chair to speak on any motion under discussion.

The Chairman shall have general power to direct the proceedings of the meeting and his ruling on any point shall be final.

2. Every speaker shall address himself solely to the Chairman. If two or more speakers intimate at the same time their desire to speak, precedence shall be given to the one who first catches the Chairman's eye.

3. Minutes shall be taken at all meetings. Minutes of the previous meeting shall be read and the Chairman shall call upon a proposer and seconder and, in the absence of any discussion, these minutes shall be accepted.

4. Reports shall require a proposer and seconder from the floor before being accepted.

5. Every motion shall be introduced by the proposer of that motion (or on his absence by his seconder). Such motions shall be seconded and shall thereafter be open to discussion. The Proposer shall have the right to reply immediately before the vote is taken. Only one motion may be before the meeting at any one time.

No member shall speak more than once on the same motion except with the permission of the Chairman, provided always that the proposer of the motion or amendment has the right to reply before the motion or amendment is put.

NOTE: On an amendment being carried, its proposer becomes the proposer of the substantive motion and may reply before that is put. He may, however, waive this right in favour of the proposer of the original motion.

6. Only one amendment to any motion may be before the meeting at any one time. If the amendment is carried the original motion incorporating the amendment shall become the substantive motion to which a further amendment may be moved.

7. When an amendment is before the meeting, a member may move, "The Meeting revert to the previous proposal." If this motion is carried, discussion upon the amendment shall thereupon cease and no vote shall be taken upon it. If this motion is not carried, discussion on the amendment may continue.

8. Any motion or amendment having been proposed and seconded may be withdrawn with the consent of the meeting.

9. At any time during the discussion of a motion, it shall be competent for any member to move, "The proposal be put." It shall be at the discretion of the Chairman whether this motion is put to the meeting.

If the closure is put and carried, the proposer of the original motion shall be given the opportunity to exercise his right of reply and the question shall be put to the meeting immediately.

10. It shall be competent for the Chairman, in the absence of any discussion to ask whether there is any discussion, opposition or amendment to the motion before the meeting and, in the absence of any response, to declare the motion carried.

11. Voting on any motion may be by a show of hands, or by secret ballot of those present at the meeting (by decision of the meeting).

Members may cast votes, according to their status within the Academy, as follows.

Master:	3 votes
Maître d'Escrime:	2 votes
Provost:	2 votes
Member:	1 vote

Tellers shall be appointed by the Chairman.

12. Nominations for election to Office shall require a proposer and a seconder.

NOTE: The candidates' willingness to stand must be established before he is proposed.

13. In accordance with the Articles, notice of any motion to be tabled at a General Meeting shall be submitted to the Secretary ten days before the meeting. In exceptional circumstances, however, a motion from the floor of a General Meeting may be accepted at the discretion of the Chairman.

14. Changes to these Standing Orders may only be effected by the same procedure as for changes to the Articles. (See Articles 29 and 30.)

January 2004