

From: [Clubs Support](#)
To: [Clubs Support](#)
Cc: [Max Zhang](#)
Subject: IMPORTANT NOTICE: Clubs Charter Updates and New Policies
Date: Friday, 3 May 2024 12:35:46 PM
Attachments: [image001.png](#)

Updated Clubs Charter and New Policies

Background

Over the latter half of 2023, the Guild conducted a full review of its Clubs Charter and overall club governance procedures, with the goal of providing a concise and up-to-date policy framework surrounding the rights and responsibilities of Guild-registered clubs.

Approval

Guild Council approved the adoption of the new Clubs Charter and 4 associated new policies on 19 March, 2024. One remaining policy, the Club Escalation Policy, was delegated by the Guild Council to the Guild Executive for final approval, subject to a few minor revisions. Guild Executive approved the revised Escalation Policy on 12 April 2024.

The updated Clubs Charter and the 5 x new club policies can be found on the [Club Governance](#) page of the Guild website. Please ensure you read and familiarise yourself with the requirements outlined, and refer back as needed to clarify your rights and responsibilities as a Guild-registered club.

Implementation

As a registered club with the Curtin Student Guild, please be advised that all of these policies are now active. Your club is required to adhere to these policies and the clubs charter across all of its operations - effective immediately.

Summary of Policies and Key Changes

- *Clubs Charter* - the Clubs Charter provides a broad overview of requirements for Guild-registered clubs, and should be the first document clubs review if they are requiring information pertaining to their club's operations.
- *Club Renewals Policy* - All clubs are required to renew annually with the Guild in order to retain their affiliation. This policy details the renewal process.
 - Key change:
 - Defined renewal period. Clubs may submit their renewal for the following year from 15 October until 15 February.
- *Club Events Policy* - Clubs are able to organise and deliver events provided that the requirements in this policy are met. It is important to highlight that all club events, **both on-campus and off-campus**, must be submitted to the Guild for approval. Note that this is *not* a change to policy and has always been a requirement.
 - Key changes:
 - Off-campus events with alcohol are only permitted to be held in licensed premises, with an appropriate level of security and/or crowd control.
 - Camps and retreats are not permitted unless they are necessary to achieve the club's objects/purpose.

Club Sponsorship Policy – This policy outlines the various sponsorship offerings the Guild provides clubs (both direct funding and in-kind), along with information regarding access, eligibility, and how grants are assessed and processed.

- Key changes:
 - The Sponsorship Grant has been renamed to the Guild Club Grant.
 - Costs associated with off-campus events are ineligible for Guild sponsorship funding, except where it can be demonstrated that the activity or event cannot be held on campus.
- *Registration of New Clubs Policy* - This policy explains the requirements for new clubs to register with the Guild (it does not apply to currently registered clubs.)
- *Clubs Escalation Policy* – This policy outlines the actions that may be applied to a club to ensure it meets its requirements as specified in the Guild Statute Book, the clubs charter, club policies, and as otherwise specified by the Guild Council. This includes actions that can be taken if a club, or an officer of a club, fails to meet requirements, or fails to conduct themselves appropriately - in accordance with their registration with the Guild.

If you have any feedback, comments, queries, or concerns regarding the new policies or clubs charter, please don't hesitate to contact the Clubs Support Team.

Regards,



Shelley Stoddart (she/her) & Luke Panizza (he/him)

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I acknowledge that Curtin University is on the lands of the Whadjuk people of the Noongar nation. I pay my respects to their Elders past and present. This land is stolen and was never ceded. Always was, always will be Aboriginal Land.

CURTIN ALLY