**Edge Hill Students’ Union**

**Affiliated Societies Constitution 2022/2023**

This is an agreement between *(Society Name)…….*…………………………………………………………….and Edge Hill Students’ Union (EHSU).

1. The name of the society shall be the Edge Hill Students’ Union {{Name of group}}
2. The objectives of the society are:

**Membership**

1. Membership will be available to all students at Edge Hill University with an activated Students’ Union account
2. Membership may only be obtained via signing up to the society via the Students’ Union webpage
3. Authorised staff reserve the right to exclude a member from a society on the basis of behaviour and suspected breaches of the Edge Hill University Student disciplinary regulations <https://www.edgehill.ac.uk/documents/student-disciplinary-regulations/>
4. Members must recognise that they are a representative of EHSU and Edge Hill University, and behave accordingly at all times whilst taking part in society activities.

**Society rules:**

1. The society must have a committee consisting of at least 3 core positions (President, Secretary, Treasurer).
2. The society should liaise regularly with Edge Hill Students’ Union (EHSU) staff and officers to ensure that all activities operate within any parameters laid out by EHSU.
3. Follow best practice guidelines, policies, and procedures of EHSU and Edge Hill University as shown in the University Student Disciplinary Regulations
4. Create an inclusive and welcoming environment, in accordance with [EHSU’s Equality & Diversity Policy.](https://www.edgehillsu.org.uk/resources/ehsu-equality-and-diversity-statement)
5. Any content published on online or in-person channels under your society’s name must uphold the values of EHSU and its Equality and Diversity policy.
6. Take responsibility for health and safety of its members and other participants, in accordance with mandatory annual society risk assessments and Edge Hill Universities Health and Safety Policy - <https://www.edgehill.ac.uk/documents/health-safety-and-environmental-policy/>
7. The society is not permitted to organise or go on tours as an affiliated group under their Edge Hill Students’ Union {{Group Name}}

**Affiliation**

1. The society may affiliate to external bodies only where membership of those bodies is crucial to the core aims of the society and only where prior agreement has been reached with EHSU.

**Elections**

1. All societies must complete an annual committee election during the Unions Spring election window, unless agreed otherwise with EHSU.
2. Elections should be administered online via the EHSU website, unless prior agreement has been reached with EHSU and all society members.
3. If committee positions are left unfilled after an election has taken place then the committee shall have the power to co-opt society members onto the committee to fill the vacant positions
4. A vote of no confidence in a committee member can be called by 20% or 15 members (whichever is greater) signing a petition. Motions of no confidence should be sent to the EHSU engagement team and an online election will be administered for the position in question.

**Finance**

1. The society will keep all group funds in a central societies account managed by the EHSU finance team.
2. The society must liaise with EHSU Finance Team to check the balance of and agree availability of suitable funds prior to any expenditure.
3. In the instance that a society becomes inactive and is placed up for adoption, the Union reserves the right to reallocate funds belonging to this society after a period of two years.

**The Society can expect to receive the following support from Edge Hill Students’ Union:**

1. A range of Students’ Union staff support.
2. Training and development opportunities for Committee members.
3. Insurance coverage under the SU Groups Personal Injury Insurance Plan, which becomes valid when a prospective society member completes the digital sign-up process through the EHSU website.
4. Room and facilities bookings for regular meetings and ad-hoc events.
5. Access to society grants when criteria is fulfilled.

**The terms of this Constitution are binding upon all the members of the Society, as are any policies or decisions determined under its provisions. Failure to abide by this constitution can result consequences including but not limited to disaffiliation of the society from Edge Hill Students’ Union.**

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| --- | --- | --- | --- |
| **Society President Name** |  | ***Date*** |  |
| **SU Faculty President Name** |  | ***Date*** |  |

**Once completed, please email your constitution to** [**suengagement@edgehill.ac.uk**](mailto:suengagement@edgehill.ac.uk)**.**