



KwaZulu-Natal High Schools Football Association



Executive Committee

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CONSTITUTION OF THE KWAZULU-NATAL HIGH SCHOOLS' FOOTBALL ASSOCIATION **(as approved at the Annual General Meeting on Friday 3 February 2012)**

1. NAME.

The name of the Association is the KwaZulu-Natal High Schools' Football Association.

2. COLOURS.

The official colours of the Association will be black and white with white and black as the alternate.

3. POLICY.

3.1 That schools football in the affiliated schools in KwaZulu-Natal shall be played, controlled and promoted on a non-racial, non-sexist, non-political and democratic basis.

3.2 That all school going learners up to the age of under 19 in the affiliated schools shall have the right to participate in school football.

3.3 That the KwaZulu-Natal High Schools' Football Association (hereinafter referred to as the "Association") shall confine its activities to football played by school going learners in its affiliated schools.

3.4 That all office bearers of the Association shall be fulltime educators.

4. OBJECTIVES.

4.1 To foster, promote, encourage and provide facilities for amateur football at secondary school level in the affiliated schools in KwaZulu-Natal.

4.2 To commit its members to a programme of development and upliftment of the game of football at secondary school level. This will be achieved through the organisation of coaching and refereeing courses.

4.3 To monitor the conditions and laws by which the game of football shall be conducted at school level.

5. MEMBERSHIP.

- 5.1 Is confined to High Schools in KwaZulu-Natal who join the Association and are fully paid up members.
- 5.2 The Association reserves the right to charge its affiliated schools an annual affiliation fee, to cover administrative and other operational costs. The amount to be decided annually at the AGM.

6. REPRESENTATIVE TEAMS.

- 6.1 Representative teams for boys and girls are selected to represent the Association at U14, U15, U16, U19 levels (boys) and U14, U15, U19 Levels (girls).
- 6.2 For the purpose of selecting boys' representative teams KZN will be divided into nine (9) districts.
- Highways – Sherwood to Kearsney
 - PMB – City of PMB
 - Midlands – Hilton to Balgowan/Mooi River
 - Zululand –North of the Tugela Rive
 - South Coast – Amanzimtoti South including Kingsway
 - North Durban - Umgeni River to Tugela River
 - Central Durban – Berea Road to Umgeni River
 - South Durban – Berea Road South to Amanzimtoti
 - Northern Natal – Inland from Balgowan/Mooi River

For the girls schools: PMB, Midlands and N Natal would comprise one district.

- 6.3 Further zones will be created/redefined on an annual basis as needs arise.

7. QUORUM

- 7.1 Fifty (50) percent of schools affiliated to the Association shall constitute a quorum at the Annual General Meeting, special General Meetings and Committee Meetings.
- 7.2 In the event of a quorum not being present the Association shall schedule a meeting at a later date at which the members present shall constitute a quorum.

8. ANNUAL GENERAL MEETINGS AND SPECIAL GENERAL MEETINGS

- 8.1 The Annual General Meeting of the Association shall be held in February of each year. Written notice of the AGM shall be sent to all affiliated schools at least fourteen (14) days before the AGM. The notice shall indicate the venue, the date and time of the meeting, as well as the Agenda of the meeting.
- 8.2 A Special General Meeting can be convened on the instruction of the Executive Committee OR at the request of at least ten (10) affiliated schools.
- 8.3 Fourteen (14) days written notice of a Special General Meeting shall be given to all affiliated schools.

9. PROCEEDINGS AT GENERAL MEETINGS

The business of the AGM or Special General Meetings shall be:

- 9.1 To confirm the minutes of the last Annual or Special Meeting.
- 9.2 To elect Office Bearers in accordance with the constitution of the Association.
- 9.3 Nominations for the election of all Office Bearers can be made from the floor or in writing to the Secretary of the Association before the AGM or Special meeting OR at the meeting. Each nomination must have a proposer and seconder and in the case of a written nomination the signature of the nominee.

10. PROCEEDINGS AT COMMITTEE MEETINGS

- 10.1 The Executive Committee shall be called to meet by the Secretary as follows:
 - (i) When in the opinion of the Secretary a meeting is deemed necessary.
 - (ii) When instructed to do so by the Chairman.
 - (iii) When requested to do so by any two Executive Committee members.

11. REPRESENTATION AND VOTING AT GENERAL AND SPECIAL GENERAL MEETINGS

- 11.1 The Headmaster or his representative shall represent each affiliated school at all meetings of the Association.
- 11.2 Each affiliated school has one (1) vote.
- 11.3 The Chairman of the Association shall have an ordinary vote and a casting vote.

12. COMMITTEES

- 12.1 The Executive Committee of the Association shall consist of the Chairman, Vice Chairman, Secretary, Treasurer and additional members elected at the AGM.
- 12.2 The Selection Committee for the representative teams at the Regional trials will consist of the Team Coach and Assistant Coach/Manager (appointed by the Executive of the Association) as well as a representative of each school participating in the regional trials.
- 12.3 The Selection Committee at the Inter-District trials and Final Selection trials will consist of the Team Coach and Assistant Coach/Manager (appointed by the Executive of the Association).

12.4 The Association reserves the right to co-opt/appoint to the selection committee at the regional and inter-District trials, one or more expert outsiders whose expertise and knowledge would assist in the selection process.

12.5 Committees to be elected at the AGM include:

- (a) Fixtures
- (b) Coaching/Technical
- (c) Referees
- (d) Tournaments and Festivals

At least one member of the Executive of the Association would automatically be elected to each of the above committees, who would also have the right to co-opt expert "outsiders" to sit on the committee.

12.6 The Chairman of the Association, if not a member of any Committee would be kept fully informed at all times of the developments/progress of the work of each committee.

12.7 The Executive Committee is elected every second year and sub-committees annually.

13. FINANCE

13.1 Monies collected by the Association shall be deposited in an account in the Association's name at any bank or financial institution agreed to by the Committee.

13.2 Any withdrawals from the Association's bank account shall be made on the authority of the following signatories:

- Chairman
- Treasurer

14. FINANCIAL YEAR

The Association's financial year shall commence on the first day of January and end on the last day of December of each calendar year.

15. SUBSCRIPTION FEES

15.1 The annual subscription fees shall be proposed by the Executive Committee and confirmed at the Annual General Meeting.

15.2 The Treasurer shall within ten (10) days of the Annual General Meeting notify all members that the subscriptions are due and payable on 1 April each year.

16. TOUR

16.1 The Association would conduct an end of season (internal) tour each year to allow its representative teams the opportunity to represent the Association and wear its official colours. Boys and girls selected for the representative teams and who actually play in the Association's colours will receive a certificate from the Association, as well as a set of playing kit, tracksuit and kitbag.

17. AGE GROUPS

17.1 Age groups for secondary schools shall be U14, U15, U16 and U19 for boys and girls U14, U15, and U19 for girls. The player's age shall be determined as of the 1st of January.

18. POLICIES, RULES AND REGULATIONS

The Association will issue each affiliated school with a list of policies, rules and regulations which will regulate playing conditions for all fixtures which fall under the Association's jurisdiction. Schools playing over-age players or willingly infringing other regulations of the Association will be censured in writing and in extreme circumstances may be suspended from the Association's activities for a period of up to one year.

19. AMENDMENTS TO THE CONSTITUTION

19.1 This Constitution may only be altered by a two-thirds majority of those members entitled to vote who are present at the Annual General Meeting or at a special general meeting called for that purpose.

19.2 Notice of any motion involving any proposed amendment to the Constitution shall be embodied in the notice convening the meeting.

20. INTERPRETATION

Should any clause in this Constitution be in dispute, the Executive Committee shall be empowered to deal with and interpret the clause, subject in need to confirmation at a General Meeting of members.