

# **RICHMOND HARRIERS Inc.**

**Incorporation No A0024162J**

**ABN 87 130 962 899**

**PO Box 220**

**Richmond Vic 3121**

## **Member Information Booklet**

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## **Welcome**

Thank you for your membership application/renewal at Richmond Harriers Inc. Membership is the lifeblood of our Club and your support is much appreciated. This memorandum provides details about our Club which may be of assistance to your participation in our activities. However should you have questions at any time or if you would like to receive information in a different way please ask.

At the outset it should be stated that the Club is run entirely through volunteer support and we ask that you respect this and be prepared to acknowledge our Club helpers whenever you can.

## **Purpose and Objectives**

Our Club has as its purpose to foster and promote participation in athletic competition including, but not limited to, track and field, cross country and road running and to do all things considered necessary to facilitate these and related health and fitness activities.

### **Our Objectives are:**

- To be a non-profit Club that exists for athletic participation at all levels with particular focus within the City of Yarra Community.
- To encourage and promote athletics training and competition at the Club with due recognition of its affiliation with Athletics Victoria.
- To organise and conduct coaching and related athletic education for its members and community groups.
- To provide a variety of athletic events and competition to encourage participation by all members.
- To ensure that the interests and rights of all members are in no way hindered or jeopardised, regardless of ability, age, gender or cultural background.
- To provide a positive environment for the holistic development and welfare of members.
- To strive to improve the Club's facilities and equipment in order to optimise each member's ability to compete and participate.

## The Club and its History

**Summary quoted from book written by Roger Trowbridge published in 2013**

### **“Tough as Nails; A History of Richmond Harriers, 1913-2013”**

*“Over its many decades of life this Club has learned its lessons well. It has survived war; it has adapted to the challenges of changing leadership; it has prospered through times of athletic triumph and persisted when there were just a few who held the faith. Through all those days there is still the black and gold, still the tiger stripes, still the Honour Board of names who have done the Club and themselves proud. Through all these years, as some have left and others grown old, there still has been one more knock at the Clubroom door, one more fresh face, hopeful that they have come to the right place to meet someone who cares and says: “come and have a run with us. What’s your name again?”*

The Club celebrated its centenary year in 2013 and a short recap of its history is shown as an addendum to this memorandum.

To mark this occasion a history of the Club as told by Roger Trowbridge was published and is available for purchase. This is a good read for all interested in local Richmond history and the journey of our community athletic club.

The Club is proud of its history and all those who have worn the tiger colours.

## The Club – Current Profile

- The Club is affiliated with Athletics Victoria and operates year around from rooms located at Citizens Park, Cnr Highett & Gleadell Streets, Richmond. Training is conducted from the Clubrooms each weeknight and the club competes at various venues during the course of the year. Training details and event calendar are outlined in the Club website.
- The Club has around 100 members with membership categories for junior and senior athletes, social or volunteering members, gym members and casual support members. The membership year commences on 1<sup>st</sup> April each year.
- The Club is an Incorporated Association and is administered by elected officers and committee that meet on a monthly basis.

## **Key Contacts**

If you have a question or need to make contact with an Officer of the Club for any reason, the list of current Officers and Committee members are listed on the Club website and can be contacted at any time.

Additionally, should you require any assistance regarding:

- First Aid facilities
- Model Rules (Constitution) or Club Policies
- Obtaining a Working with Children Check or similar (if/as needed)

Please do not hesitate to ask to be in touch with one of the Officers or Committee members for assistance.

## **Membership Form**

When you start, you need to fill in a Member Club Registration Form which has your contact details, and details of a person to contact in an emergency, along with any known medical conditions that may be relevant. This is for our internal use only and will be kept by the Registrar.

As highlighted earlier, there are many different categories of membership to suit the different levels of involvement at the Club. An explanatory page of these categories is available on the Club website, and any one of the above contacts should be able to assist your understanding should this be required.

## **Keeping Everyone Safe**

It is vitally important to the Club that all members and participants are kept as safe from harm as possible. You should be aware or seek advice as to what First Aid is available during your participation at the Club. If you have safety concerns for yourself or others, please alert the Team Manager or a Club Officer.

## **Uniforms**

Whilst competing for the Club in Athletics Victoria competition it is obligatory to wear the approved Richmond Harrier singlet (with black shorts) and these are available for purchase from the Team Captain.

There is a supply of Club singlets available on a "lend" basis or in the case of hardship can be provided on a temporary basis.

## **Insurance**

Only AV Members have Personal Accident Cover (not ordinary members, volunteers or officials unless registered with AV as a Social Member)

Personal Accident Insurance provides cover for injury whilst participating in training or events sanctioned by AV or Club. The policy will pay income or lump sum for accidents incurred during official (including social) events, competing, training and trailing.

The policy covers for death and permanent injury and reimbursement of NON MEDICARE medical expenses including ambulance costs. Any existing private health cover recovery must be sought first.

A sanctioned or organised event or training is one that is approved by AV, Club or Coach. Training sessions are deemed to be sanctioned if they are officially recorded eg in minutes of meeting or club website etc.

In the event of an accident it should be reported and a claim form lodged with the Club for on forwarding to AV.

**We encourage all athletes and members to register with AV to ensure adequate insurance coverage. If you are not an AV registered member then you are not covered for personal accidents.**

## **What You Can Expect from our administrators, coaches and fellow members**

Whilst at Richmond Harriers you can expect to:

- Be treated with respect, equality and dignity regardless of gender, ability, cultural background or religion.
- Receive support and encouragement at all levels of performance.
- Have appropriate and respectful relationships with other Club members
- Have your wellbeing and safety considered before results.
- Have all activities appropriate to your age, ability and experience.
- Be part of a team which promotes positive and high standards of good sporting behaviour
- Be part of a Club which upholds high community standards.
- Be thanked and recognised for your efforts on and off the field.

## **What the Club Expects from You**

All members are expected to:

- Treat everyone with respect, be polite and well behaved
- Follow the rules and procedures that may be provided
- Adhere to all Club Policies as listed on the Club website
- Work as a team as required with other members
- Be reliable, and let relevant people know if you can't come / will be late
- Seek support when needed, talk about any concerns you may have
- Notify the Registrar of change of email/address or phone contact
- Refrain from any inappropriate conduct or behaviour.

## **Conduct**

All members are expected to follow codes of conduct. Examples of inappropriate behaviour that may lead to disciplinary measures from the Committee are:

- Bad language / abusive behaviour directed at anyone
- Bad sportsmanship or participation outside the rules and norms of our sport
- Breach of trust
- Neglect of duties and responsibilities
- Failure to attend or lateness for agreed scheduled participation/duties
- Theft or inappropriate removal of property
- Physical violence
- Use of alcohol or illegal drugs while undertaking Club duties
- Committing a criminal offence while undertaking Club duties
- Smoking whilst in your role, in the presence of juniors

## Concerns or Complaints

Grievances or concerns should be raised as we would like to try to resolve such as soon as possible:

If you have a concern or a complaint, you can (at an appropriate time) :

- Speak directly to the person around which the complaint is directed;
- Speak to the Coach or Team Manager;
- Or speak to the Club President or Vice Presidents.

It is good and proper to raise concerns.

## Protecting People's Privacy

From time to time you may come across contact details and health related information of other members – it is important that this information is treated securely, and NOT distributed unless consent has been given. This information is only to be used for the purpose for which it was obtained. For more information, discuss with the President.

## Volunteers

We have a number of people like you who give their time in a broad range of ways in a voluntary capacity. We have opportunities for people to get involved in coaching, administration, committee or sub-committees (eg social), or to assist on race days as timekeeper, recorder or similar roles etc.

Our volunteers are a valuable resource in assisting the Club to meet its goals and we endeavour to ensure that their participation is rewarded by being involved in a friendly Club environment and by utilisation of their skills and meeting likeminded people.

We encourage an “everyone pitches in culture” and suggest all active members help out at least once per annum in an activity of your choosing.

## Dress code

Members set the tone for the Club and need to dress appropriately for their participation. **Users of the gym must be clothed in shorts and singlet as a minimum.** Comfortable and neat dress is appropriate for most non-competitive roles. The wearing of Club colours is always welcomed.

## **Emergency**

Members should familiarise themselves with safety practices and emergency procedures adopted by the Club or the facility.

## **Loss of personal property**

Members should exercise caution to protect their personal property. Purses, wallets or other valuable items should never be left unattended. If an item is lost or stolen, a Committee Member should be notified, but the Committee cannot be held responsible for replacement

## **Non-smoking environment**

Richmond Harriers is a smoke-free Club. Smoking is not permitted in the Clubrooms or any indoor or enclosed areas where there is a Club function. Nor is smoking permitted in the presence of juniors whilst in an official Club role.

## **Reimbursement of expenses**

Each member is responsible for expenses incurred, except where purchases are made on behalf of the Club. Purchases of this nature have prior approval by the Committee. Receipts or invoices will be required for reimbursement.

## **Safety and liability**

If a member is injured during the course of Club service, the President must be notified and the appropriate Accident Report Forms needs to be completed.

## **Competition and Volunteer Events**

For competitions or other functions the details will be notified by the Team Manager, or other Club official, well in advance of each event. It is always helpful if members notify their availability for particular events/dates as early as possible.

**Thank you again for joining RICHMOND HARRIERS!**



## A Short History – Richmond Harriers

- 1910 Formation of St Ignatius Harriers
- 25.5.1913 St Ignatius disbanded and new Club formed “Richmond Harriers”  
Affiliated with Victorian Amateur Athletic Association 1913
- 1916 The Club went into recess during WWI (1916) and revived in 1919.; however, disappeared from public record during that year.
- 1918 At this time a new Club “North Richmond Mutuals” had been formed in 1918. Its origin was the Church of Christ, Young Men’s Mutual Improvement Society, established in 1895.
- 1919 North Richmond Mutuals affiliated with VAAA in 1919.
- 1926 In 1926 the “Mutuals” changed their name to North Richmond Harriers, altered its uniform and opened membership to all religious denominations. The Club rooms were changed from Church of Christ, Coppin Street to Richmond Baths.
- 1936 The year 1936 marked significant changes. A name change to Richmond Harriers (the original 1913 Club name) and the adoption of the black singlet with gold sash, which was worn by the original 1913 Harriers.  
Club rooms were then located at the Burnley oval.
- 1946 Following WWII the Club entered a new era with an influx of members committed to the sport. 1946 saw the Club move to the ‘ARP’ building, on the corner of Highett and Gleadell Streets, where it is still located today. (Although the Club spent approximately four years at Como Park in the late 1960s).
- 1960s and 1970s Along with Australian athletics generally, the Club reached the peak of its individual and team performances during the 1960s and 1970s with “A” Grade competition and National level competitiveness by many athletes.
- 1980 - Since 1980 the fabric of the Club has been improved enormously with the introduction of women’s membership which has brought its own competitive success and a broader insight necessary for a contemporary community organisation. Today, women make up a third of membership and the trend is continuing to grow.
- 2000 - 2015 Recent years have seen a substantial change in the demographic of our Richmond base which has resulted in an increased diversity amongst the membership of approx. 100 members.(ave)
- 1913 - 2016 1200+ members have enjoyed more than 5,000 membership years of “no frills” competition and friendship.

