

THE SATURDAY CLUB
ORGANISATION & STRUCTURE

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1. Objectives

The primary objective of the Club is to encourage deaf disabled members who range between preschool and 18 years, to integrate into the Clubs Community. Secondary objectives are to widen this integration into the local, national and international communities. The final objective is that members will live life to their individual potential and not be constrained by their disability.

2. Structure

The Club’s structure is divided into two branches. The Management Team under the Clubs Patron and Chair for the administration of the Club, and, The Operations Team under the Chair for all member meetings and Projects. All team members are volunteer professional and business personnel.

3. Meetings.

Using Speech, Signing and other Visual aids, members meet to participate in activities that are designed to help them develop their individual communication skills. Members are encouraged to discuss their experiences with each other in order to both improve their skills and to minimise instances of member isolation.

Meetings are held every other Saturday for members between the ages of 12 and 18 years, while the younger members meet on the last Saturday of each month. Both groups meet regularly to share experiences and broaden communication skills.

4. Projects

A number of Projects are organised each year. All are designed to help the members integrate within the Club but more importantly with the wider local, national and international communities. For the younger members the projects are limited to local and national venues such as

while for the older members the projects extend into the international community. Typically these include working with less fortunate deaf disabled children in other European countries. Older members also pursue personal development activities such as skiing

5. Publicity and Fundraising. Selected opportunities are taken to publicise the purpose and activities of the Club and usually arise from invitations to speak from other organisations and bodies. These events give opportunity to raise funds towards the cost of specific projects. Fundraising is generally done by applying to appropriate institutions for grants etc.

6. SWOT Analysis The main strength of the Club is the 39 years of experience gained during its existence. This strength is enhanced by the professionalism and dedication of all the volunteers who have specialised skills which meet the needs of deaf children. Another strength is the support of member's families and the fact that many past members now bring their children to the Club.

The Clubs weakest aspect is the reliance on grants and donations for Core Funding and Project finance.

The principle opportunity is the potential to expand the membership once funds have been accumulated to fund activities for future years.

The major threat is the uncertainty of funding.

7. Health & Safety

The Clubs policy complies with the requirements of the 1974 Act as amended by the 1999 Regulations.

The statement of general policy is as follows

- a) To provide adequate control of the health & safety risks arising from our activities.
- b) To consult with our members and volunteers on matters affecting their health and safety
- c) To provide and maintain safe plant and equipment
- d) To ensure safe handling and use of substances
- e) To provide information, instruction and supervision for members and volunteers
- f) To ensure that all members and volunteers are competent to do their tasks and to give them adequate guidance.
- g) To prevent accidents.
- h) To maintain safe and healthy activity conditions, and,
- i) To review and revise this policy as required at regular intervals.

8. Child Protection.

Under the direction of the Safeguarding Vulnerable Groups Bill prepared by the Minister of State for Education & Skills the Club already exercises a comprehensive policy for Child Protection whereby all volunteers who work with children are the subject of vetting with the CRB. (this Policy Statement is available on request)

9. Financial Control. All financial matters are handled by a suitably qualified member of the Management team. Accounts are recorded, audited and published for each year March to February.

Budgets are set and monitored for project and core requirements.

An authorised signatories list is lodged with the Bank.

10. Business Planning Before the commencement of each financial year the Operations Team identify, the projects they wish to organise and produce costs estimates. These are passed to the Management Team for discussion and inclusion in the Clubs Business Plan. This plan becomes the official activities plan for both operations and management.