

REPLACEMENT Rules, Bye-Laws & Regulations

Rule 1 – Name

This Society shall be called the Scottish Dance Teachers' Alliance and the Scottish Dance Teachers' Alliance Ltd, hereinafter referred to as the Alliance.

Rule 2 – Headquarters

The postal headquarters of the Alliance shall be 101 Park Road, Glasgow, G4 9JE and the registered office is c/o Campbell Dallas LLP, Titanium, 1 King's Inch Place, Glasgow, G51 4BP.

Rule 3 – Objects

The Alliance is established for the following purposes:

- 3.1 to further the interest in the art of dancing in all its forms;
- 3.2 to ensure that members are conversant with ~~current~~ accepted principles and techniques in relation to the art of dancing as may be current for the time being;
- 3.3 to give advice and counsel to any member requiring assistance in relation to their profession within the world of dance; and
- 3.4 to formulate and uphold a code of Professional conduct for those involved in the world of dance.
Update in accordance with new AofA 2.1

Rule 4 - Classification of Membership and Qualifications for Membership

- 4.1 There shall be five classes of membership namely Associate, Member, Fellow, Life and Honorary.
- 4.2 The appropriate application form should be forwarded to the SDTA Office with the necessary fee for Associate, Member and Fellow.
- 4.3 An applicant for membership must furnish satisfactory proof of personal integrity and good character and must satisfy the Examinations Standards Board as to his or her ability, but such examination may be dispensed with if it is considered unnecessary by the unanimous decision of the Executive Council.
- 4.4 Should a prospective member's application be refused, the Alliance reserves the right to withhold the reason for the decision but the appropriate fee will be refunded.

- 4.5 It shall be the responsibility of the applicant to arrange for music at his/her examination and to arrange for a partner to be in attendance for the practical section of same should one be required.
- 4.6 Should a candidate **be unsuccessful in** a professional examination a period of **six** months must elapse before re-sitting the examination.
- 4.7 Life membership will be granted after 35 years' continuous membership.
- 4.8 Honorary membership may be granted at the discretion of the Executive Council, **in recognition of service to the Alliance and/or furthering the interest in the art of dancing. An Honorary member will be entitled to vote at any meeting they may attend.**
- 4.9 There will be four **main branches** of the Alliance namely:-

BALLET & THEATRE, BALLROOM, BATON & CHEER and HIGHLAND.

In the four main branches there are different faculties:

BALLET & THEATRE - Ballet, **Modern/Jazz, Tap, Street Dance, Contemporary;**

BALLROOM - Ballroom, Latin American, Sequence, Disco/Freestyle, Rock 'n' Roll, Line Dancing;

BATON & CHEER - Baton Twirling, Cheer Dance, **Acrobatic Dance;**

HIGHLAND - Highland, Scottish National, Scottish Country Dancing.

4.10 ASSOCIATE

4.10.1 Highland

An applicant for Associateship in the Highland **faculty** must be 16 years of age or over.

4.10.2 Scottish National

An applicant for Associateship in the Scottish National **faculty** must hold a qualification in the Highland **faculty**.

4.10.3 Scottish Country Dancing

An applicant for Associateship in the Scottish Country dancing **faculty** must be 17 years of age or over.

4.10.4 Ballet, **Modern/Jazz and Tap**

An applicant for Associateship in **these faculties** must be 17 years of age or over and hold an **Intermediate** Executant certificate (in the appropriate **faculty** of a recognised society) **or the equivalent as approved by the Executive Council.**

4.10.5 Contemporary

An applicant for Associateship in the **Contemporary faculty** must be 17 years of age or over and must hold at least an Associateship in another **faculty** of the Alliance **or the equivalent as approved by the Executive Council.**

4.10.6 Baton Twirling and Cheer Dance Branch

An applicant for Associateship in the Baton and Cheer Dance Branch must be 17 years of age or over **and hold an Intermediate Executant certificate (in the appropriate faculty of a recognised society) or the equivalent as approved by the Executive Council.**

4.10.7 Ballroom, Latin American and Sequence

An applicant for Associateship in these **faculties** must be 18 years of age or over.

4.10.8 Disco/Freestyle Branch

An applicant for Associateship in the Disco/Freestyle faculty must be 17 years of age or over or hold at least an Associateship in any branch of a recognised association.

4.10.9 Rock 'n Roll

An applicant for Associateship in the Rock 'n' Roll **faculty** must hold at least an Associateship in another branch of the Alliance.

4.10.10 Line Dancing

An applicant for Associateship in the Line Dancing **faculty** must be 17 years of age or over.

4.11 **MEMBER**

An applicant for Membership in any Branch must normally be 21 years of age or over and have **two years of teaching experience** in that Branch immediately prior to application. However, an Associate in a Branch may apply for Membership in that Branch having held the Associate Qualification for **two years and having had two years of teaching experience in that Branch, immediately prior to application.**

4.12 **FELLOW**

An applicant for Fellowship **in a branch** must be over 24 years of age and must have held the status of Membership **in that branch** for a period of not less than **three years. ~~The examination must be taken in the Branch in which the status of Membership is held.~~**

Rule 5 – Voting Power

5. Voting is restricted to fully paid-up members of the SDTA.

Rule 6 – General

- 6.1 Where the Alliance **qualifications** are used, ~~in advertisements, or on noteheads,~~ members should signify which class of membership is held, i.e. ASDTA, MSDTA or FSDTA.
- 6.2 No member of the Alliance shall join a Ballroom and/or Highland Dancing Association or Society not affiliated to or approved by the British Dance Council Ltd, the World Dance Council or the Scottish Official Board of Highland Dancing and no member of an Association or Society not affiliated to, or approved by, the British Dance Council Ltd, the World Dance ~~and Dance~~ **Sports** Council or the Scottish Official Board of Highland Dancing shall be admitted to the Alliance.
- 6.3 All members of the Alliance shall observe the rules of the British Dance Council Ltd, and the rules of the Scottish Official Board of Highland Dancing for the time being in force. Any member of the Alliance who is subject to disciplinary action by either of these Boards as a result of a breach of British Dance Council or Scottish Official Board of Highland Dancing rules as the case may be, also lays himself or herself open to disciplinary action by the Alliance on the grounds that his or her conduct is prejudicial to the prestige of the Alliance. The Alliance as a corporate Member of the British Dance Council Ltd, and an Examining Body of the Scottish Official Board of Highland Dancing, has to ensure that its members, individually and collectively, abide by the decision of those Boards.
- 6.4 A member of the Alliance shall notify the **SDTA Office** of any change in his or her address/**contact details**.

Rule 7 - Subscription, Entrance and Examination Fee

- 7.1 All fees shall be set annually by the Executive Council.
- 7.2 In the event of an applicant failing to pass the appropriate examination, the examination fee shall be forfeited.

Rule 8 - Subscriptions in Arrears

- 8.1 Subscriptions are due on 1st January. Any member who is three months in arrears with his or her subscription must pay a penalty fee. If still in arrears after **six** months, admission to lectures and meetings will be refused and any other benefits rescinded. If still in arrears at the end of 12 months, said member may be struck off the roll of membership.
- 8.2 Lapsed members may apply to rejoin the Alliance. The Executive Council shall decide whether **or not the lapsed member is required to take the appropriate examination or to pay a penalty fee.**

Rule 9 - Certificate

Every duly qualified member shall be furnished with a Certificate of Merit.

Rule 10 - Management

- 10.1 Only Fellows shall be eligible for **election to the** Executive Council.
- 10.2 The Council of Management shall be known as the Executive Council and **the term "Office Bearer" shall apply to any member of the body which** shall be comprised as follows:
Update in accordance with the new AofA 13.6
- 10.2.1 The President, Immediate Past President, and **three** Vice Presidents.
Update in accordance with the new AofA 13.6
- 10.2.2 There shall be a delegate from each of the main branches of the Alliance, namely, Ballet & Theatre, Ballroom, Baton & Cheer, and Highland. The Executive Council shall have the power to co-opt should the need arise.
- 10.3 The Executive Council shall meet each month or at such times as the President may appoint. **The quorum for the transaction of the business of the directors shall be one half of the total number of directors then in office rounded upwards to the nearest whole number where necessary.**
Update in accordance with the new AofA 18.5
- 10.4 If any member of the Executive Council be absent from three consecutive Executive Council meetings of the Alliance without good cause, such person shall cease to be **a director if the directors resolve to remove him or her from office: or he or she is removed from office by ordinary resolution (special notice having been given) in pursuance of section 168 of the 2006 Act.**
Update in accordance with new AofA 14.1.7 and 14.1.8
- 10.5 Unless able to furnish good and sufficient reason for absence, Executive Council members must attend all meetings at which they should be present.
- 10.6 No **director** shall hold a position in any other Dance Teaching Society or Dance Teaching Association.

Rule 11 – Trustees

- 11.1 The Executive Council shall have the power to appoint from their own members three Trustees and a Secretary with power to buy or sell property, borrow or advance money either with security or otherwise and generally to do any act or thing requiring to be done in the interest of the Alliance in connection with the said company.
- 11.2 The Executive Council shall have the power to authorise said Trustees to form a small limited company to be known as S.D.T.A (Sales) Ltd., and to take all or any actions required in connection therewith, including the advancing or borrowing of money and the like, and again to do any act or thing requiring to be done in the interest of the Alliance in connection with the said company.

- 11.3 The Executive Council in their discretion will have full power to replace any of the said Trustees for any reason whether due to ill health, absence or otherwise.
- 11.4 The Trustees will be obliged to keep the said Executive Council fully informed as to their proposed actions and annually to report either through the President or otherwise to the members at their General Meeting.

Rule 12 - Branch Committees

- 12.1 Each main branch of the Alliance, namely Ballroom, Baton, Highland and Theatre shall be represented by a committee.
- 12.2 Each branch committee shall have a convenor who shall occupy the chair at his or her respective branch committee meetings and **provide minutes** of the business transacted at such meetings ~~shall be given~~ for consideration at the following ~~General Meeting or~~ Executive Council meeting.
- 12.3 The President, Vice-Presidents and Immediate Past President shall be honorary members of all branch committees.
- 12.4 An examiner who is not a member of the branch committee shall attend a meeting of the appropriate committee only when notified to do so by the convenor.
- 12.5 A delegate appointed by the Alliance to represent them in any other organisation shall, if not already a member of the committee of that branch he or she is representing, be co-opted as a member of that committee.
- 12.6 At the first meeting after the Annual General Meeting the branch committees shall elect their convenor.

Rule 13 – Elections

Should a member whose name appears as a new nominee for any office or post be absent from the Annual General Meeting at which the election or ballot is to take place, his or her nomination shall not be considered unless such a member has submitted a reasonable excuse for absence.

Rule 13.1 Executive Council

- 13.1.1 ~~The President and Vice-Presidents shall be elected by ballot each year at the Annual General Meeting and be eligible for re-election provided they have complied with the conditions, but~~ New nominations for any office must reach the **SDTA Office, in writing**, at least three months prior to the Annual General Meeting.

- 13.1.2 All ~~the Executive Council delegates designated in Rule 13.1.1~~ shall be elected annually. Each branch committee shall elect its delegate to the Executive Council, at the first meeting after the Annual General Meeting.
- 13.1.3 Any member nominated ~~as a candidate for President or Vice-President~~ and failing to be elected shall be eligible to stand for ~~another post on the Executive Council~~.
- 13.1.4 Should a vacancy occur ~~on the Executive Council in any of these offices as designated in Rule 13.1.1~~, the Executive Council may appoint a duly qualified member to fill the same until the following Annual General Meeting.
- 13.1.5 In the event that a person is elected President, and accepts the position of President, at three consecutive Annual General Meetings, that person will not be eligible for re-election at the first Annual General Meeting that follows the Annual General Meeting at which they were elected, and accepted such election, as President for the third consecutive year. Thereafter that person shall be eligible for re-election at any subsequent Annual General Meeting, provided that such re-election complies with the terms of this rule 13.1.5.

Rule 13.2 - Branch Committees

- 13.2.1 All branch committees shall be elected at a branch meeting and endorsed by the Executive Council three months prior to The Annual General Meeting. Convenor of branch committees shall be appointed at the first meeting after the Annual General Meeting.
- 13.2.2 Retiring Members of Branch Committees shall be eligible for re-election.

Rule 13.3 - Further Delegates

- 13.3.1 Delegates other than those designated in 10.2.2 shall be elected by ballot each year at a branch meeting three months prior to the Annual General Meeting but should the necessity arise at any time and for any reason whatsoever to have delegates in addition to those already elected, then such additional delegates may be appointed at a General Meeting to act until the following Annual General Meeting.
- 13.3.2 Retiring delegates designated in Rule 13.3.1 shall be eligible for re-election but new nominations must reach the **SDTA** Office at least three calendar months prior to the Annual General Meeting.
- 13.3.3 All committee members and delegates must be ratified by the Executive Council.

Rule 14 – President

- 14.1 The President shall conduct the business at meetings in conformity with the rules.
- 14.2 A candidate for Presidency must previously have served ~~as an office-bearer on the Executive Council~~ as designated in rule 10.2.
- 14.3 The President shall inspect and announce the result of all voting and shall ensure that a copy of the duly audited Annual Income and Expenditure Return of the Alliance is distributed to all members prior to the Annual General Meeting.

Rule 15 - Vice-President

- 15.1 There shall be a maximum of **three** Vice Presidents each of whom must represent a different branch as designated in Rule 10.2.2.
- 15.2 Candidates for Vice-Presidency must have served ~~as an office-bearer on the Executive Council~~ as designated in Rule 10.2.
- 15.3 The Vice-Presidents shall assist the President by **counsel** or otherwise and, in the absence of the President, shall perform the duties of the President's office.

Rule 16 - General Administrator

- 16.1 The **SDTA** Office shall: Summon the members to attend the General, Special and Annual General Meetings of the Alliance, giving at least **14** days' notice: apprise the members from time to time of their arrears: perform any other duties appertaining to the Secretarial Office.
- 16.2 Have care of all the books, papers and effects relating to the affairs of the Alliance.
- 16.3 Keep a true and correct account of all monies received and expended and be accountable to the Executive Council for all monies received on behalf of the Alliance.

Rule 17 – Examiners Note

- 17.1 A Board of Examiners, representative of all Branches of the Alliance, and comprised entirely of members holding the status of Fellow, shall be appointed annually or elected by a method to be decided from time to time.
- 17.2 When an Examiner's services are required, the arrangements shall be made by the **SDTA** Office.

- 17.3 Should an examiner, without good and sufficient reason, refuse an appointment, then the Executive Council shall have the power to delete that member's name from the Board of Examiners.
- 17.4 Examiners must periodically attend examiners meetings called by the Examinations Board of the Alliance. Failure to attend at least one meeting in two years may result in removal from the Panel of Examiners.
- 17.5 No Examiner shall hold a position in any other Dance Teaching Society or Dance Teaching Association.

Rule 18 - Annual Accounts

The Executive Council will appoint a duly qualified Chartered Accountant to examine the books, records and accounts of the Alliance each year. The Chartered Accountant will produce a statement of accounts for presentation to the Executive Council and the Annual General Meeting.

Rule 19 - Funds, Books etc.

All monies received and all property acquired on behalf of the Alliance by the **SDTA** Office or any individual member shall belong to the Alliance and the Alliance Ltd.

Rule 20 - Expulsion of Members

- 20.1 Should the conduct, act or acts of any member of the Alliance be, in the opinion of the Executive Council, an infringement of the Bye-Laws, Rules and Regulations of the Alliance and directly or indirectly detrimental to the interest of the Alliance, welfare or reputation of the Alliance or any of its objects, the member shall be requested to attend a meeting of the Executive Council and it shall be in the power of the Executive Council at such a meeting, or any adjournment thereof, to expel said member from membership of the Alliance if so determined by the vote of 75% of the members of the Executive Council present at such a meeting, but a member so expelled from membership by the Executive Council shall have the right to appeal to a Special General Meeting called upon the requisition of at least twelve voting Members and/or Fellows of the Alliance. Any member so expelled shall forfeit all claims on the funds of the Alliance.
- 20.2 Should an applicant be elected a member of the Alliance and it be afterwards proved that he or she made a false statement on the application form or otherwise, the Executive Council shall have the power to expel such a member.

- 20.3 In the event of a member of the Alliance doing anything which may be considered derogatory to the status of other members of the profession, the Executive Council shall have the powers to decide the procedure.
- 20.4 The repetition to non-members of the Alliance of private and/or confidential business matters discussed at any meeting of the Alliance will be considered unprofessional conduct and shall invoke the penalty of expulsion.
- 20.5 Any member misapplying the funds of the Alliance shall repay the same, be expelled from the Alliance and shall further be liable to prosecution for such misapplication.

Rule 21 - General and Annual General Meetings

- 21.1 The SDTA Office shall send notice of General, and Extraordinary and Annual General Meetings to all members of the Alliance at least 14 days prior thereto.
- 21.2 The Annual General Meeting shall be held at such a time and place as may be agreed upon at a General meeting or Executive Council Meeting at least three months prior.
- 21.3 At the opening of each Annual General Meeting the Standing Orders prepared by the Executive Council shall be read and, if approved, adopted.
- 21.4 At the Annual General Meeting scrutineers shall be appointed to count the votes, report the results of the voting to the President, and fulfil any other duty.
- 21.5 During each year there shall not be more than four General Meetings in addition to the Annual General Meeting and, if possible, the Annual General Meeting shall fix the dates of such meetings for the ensuing year.

Rule 22 - Annual Returns

- 22.1 Every year at the Annual General Meeting the Accountant or his representative shall render a report of the financial activities of the Alliance.
- 22.2 Every year, prior to the Annual General Meeting, the SDTA Office shall distribute to all members of the Alliance a copy of the Income and Expenditure Return of the Alliance up to the end of the financial year.

Rule 23 - Voluntary Dissolution

The Alliance may, at any time, be dissolved by the consent of 75% of the total members of the same, testified by their signature to some instrument of dissolution.

Rule 24 - Application for Inspection, Special Meeting or Dissolution

It shall be the right of **25 Members/Fellows members, as per the 2006 Act:**

- 24.1 To apply for appointment of one or more Inspectors to examine into the affairs of the Alliance and report thereon.
- 24.2 To apply for the calling of a Special Meeting of the Alliance. Either of the above applications to be made upon such notice to the Executive Council and to be supported by such evidence for the purpose of showing that the applicants have good reason for requiring such inspection to be made or meeting to be called and that they are not actuated by malicious motives in their application.
- 24.3 To apply for an investigation into the affairs of the Alliance with a view to the dissolution thereof. Such application, as last aforesaid, to set forth that the funds of the Alliance are insufficient to meet the existing claims thereon, or that the rates of the contribution are insufficient to cover the benefits assured and the grounds upon which insufficiency is alleged.

Rule 25 - Rules

- 25.1 No new Rule shall be made, nor any Rule herein contained shall be amended, altered or rescinded, unless with the consent of **75% or more of the votes cast two-thirds majority present and voting** at an Annual General Meeting.
- 25.2 Any resolution proposing a new Rule and/or amendment, alteration or rescindment of any of the foregoing Rules must reach the **SDTA** Office at least three months prior to the Annual General Meeting.

Rule 26 - Publication of Rules

The whole of the Rules shall be published in book form and each member of the Alliance shall be furnished with a copy free of charge.